



CAMDENCOUNTY
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**BOARD
OF
COMMISSIONERS**

March 2nd, 2015

7:00 PM - Regular Meeting

**Historic Courtroom
Courthouse Complex**

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

Please turn Cell Phone ringers off during the meeting.

Agenda

**Camden County Board of Commissioners Regular Meeting
March 2nd, 2015
7:00 P.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina**

7:00 P.M. Welcome

Invocation & Pledge of Allegiance – Commissioner Clayton Riggs

ITEM 1. Public Comments

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman’s discretion due to scheduling and other issues.

ITEM 2. Consideration of Agenda (For discussion and possible action)

ITEM 3 Presentations

A. Cathy Davison – Albemarle Commission’s Stewardship Report.....(Pg. 4-18)

ITEM 4. New Business (For discussion and possible action)

A. Monthly Tax Report – January 2015.....(Pg. 19-26)

ITEM 5. Consent Agenda (All items listed below are routine and will be approved by one motion. Separate discussion of an item(s) will be held by request of a member of the Board.)

- A. Draft Minutes – (Pg. 27)
 - December 1st, 2014 Joint Meeting (Attachment A)
 - December 15th 2014 Special Meeting (Attachment B)
- B. Budget Amendment Corrections – BA018 through BA020(Pg. 28-31)

ITEM 5. Continued

- C. School Budget Amendments(Pg. 32-37)
- D. Tax Refunds, Pickups, & Releases(Pg. 38-40)
- E. Tax Authorization to Collect (April Renewals)(Pg. 41-42)
- F. Proclamation-National County Government Month(Pg. 43-44)
- G. One Mill Park - Contract 1
Change Order #1 Waterfront Improvements(Pg. 45-46)
- H. One Mill Park, Contract 2
Change Order #1 Site Improvements(Pg. 47-48)
- I. Budget Amendment – BA021(Pg. 49-50)

ITEM 6. Commissioner's Report (For discussion and possible action)

ITEM 7. County Manager's Report (For discussion and possible action)

- A. 2015 County Grassroots Advocacy Meetings with Legislators.....(Pg. 51-56)

ITEM 8. Information, Reports & Minutes From Other Agencies(Pg. 57-117)

- A. Library Report - Feb 2015 (Pg. 58)
- B. Eastern MPO-RPO Coalition.....(Pg. 59-60)
- C. NCACC Legislative Bulletin – 2/13/2015(Pg. 61-63)
- D. NCACC Legislative Bulletin – 2/20/2015(Pg. 64-65)
- E. Albemarle Commission - Monday Morning Briefing – 2/16/2015(Pg. 66-76)
- F. Albemarle Commission - Monday Morning Briefing – 2/24/2015(Pg. 77-84)
- G. New Medical Fee Schedule(Pg. 85-86)
- H. 97th Civil Affairs Letter of Notification(Pg. 87-88)
- I. ECBH & CoastalCare - Consolidation.....(Pg. 89-115)
- J. Sales Tax - Revenue Collection Report (Pg. 116)
- K. Finance Dept. –Line Item Transfer(Pg. 117)

ITEM 9. Other Matters (For discussion and possible action)

ITEM 10. Adjourn

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: **3.A**

PRESENTATION

Meeting Date: **March 2nd, 2015**
Attachments: **3(14 Pages)**
Submitted By: **Angela Wooten, Clerk to the Board**

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

ITEM TITLE: **Albemarle Commission's Stewardship Report**

SUMMARY:

Cathy Davidson, ICMA-CM, Executive Director will be presenting background information on the Albemarle Commission, as well as a stewardship report which will illustrate the return on the funds the County allocates to the Commission on an annual basis for the following services:

1. Senior Nutrition
2. Area Agency on Aging
3. Rural Planning Organization
4. Economic Development & Administration

RECOMMENDATION:

For information only

Bob Woodard, Sr.
Board Chair



Cathy Davison, ICMA-CM
Executive Director

MEMORANDUM

To: Camden County Board of Commissioners

From: Cathy Davison, ICMA-CM, Executive Director

Date: February 23, 2015

Subject: Albemarle Commission's Stewardship Report to Camden County

I will be presenting background information on the Albemarle Commission, as well as a stewardship report which will illustrate the return on the funds the County allocates to the Commission on an annual basis for the following services:

1. Senior Nutrition
2. Area Agency on Aging
3. Rural Planning Organization
4. Economic Development & Administration

The Albemarle Commission is the Albemarle Region's Council of Government whose mission is to improve the ability of our member governments to enhance the quality of the lives of the citizens and businesses in the Region through direct services and assistance in planning, program development and management, public-private partnerships and leadership, including economic and community development, regional transportation planning, small business loans, meals at congregate sites and to homebound seniors, caregiver and senior ombudsman support, as well as senior games and senior quality of life training, proudly serving the Northeastern North Carolina Counties and Municipalities of: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington, Edenton, Elizabeth City, Gatesville, Hertford, Kill Devil Hills, Kitty Hawk, Manteo, Nags Head, Plymouth, Roper, Southern Shores and Winfall.



Bob Woodard, Sr.
Board Chair

Cathy Davison, ICMA-CM
Executive Director

FY 2014- Service Totals for Camden County

Service Provided	Units of Service (Meals, Trips, Hours of Service, days)	Number of Clients Receiving Services in Chowan County/Funding Provided	County's Share for Provided Services
<u>Senior Nutrition</u>			\$24,252.00
Home Delivered Meals	4,536	31	
Congregate Meals	5,637	60	
<u>Area Agency on Aging</u>			\$12,383.00
Medical Transportation	256	8	
General Transportation	1,676	16	
Adult Day Health Care	419	2	
In-Home Aide (hours)	1,685	9	
Legal Aide (hours)	2	2	
Respite Services (hours)	72	2	
Family Caregiver Supplemental Services (hours)			
Senior Games (Participants)		24	
Consumer Directed Care	670	3	
Incontinent Supplies			
<u>Workforce Development</u>			\$0.00
Youth Program Services		12	
On the Job Training	1	\$3,600	
Incumbent Worker Training			
<u>RPO Planning Services</u>	1	1	\$1,687.00
<u>Economic Development Planning/Administration</u>			\$6,449.00
Revolving Loan Fund			
Single Family Rehabilitation	0	0	
Economic Development, Grant Administration, Advocacy, Strategic Planning, Meeting Facilitation, Quarterly County Manager Meetings, Policy Review and Analysis	2	1	
TOTAL PAID BY THE COUNTY	14,957 units of service	171 Clients Receiving Service \$3,600 funds received	\$44,771.00 \$2.99 per unit of service

512 South Church Street P.O. Box 646 Hertford, NC 27944 Phone: 252-426-5753 Fax: 252-426-8482 www.albemarlecommission.org

Proudly serving Northeastern NC Counties and Municipalities: Camden, Chowan, Currituck, Currituck, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, Washington, Columbia, Creswell, Duck, Edenton, Elizabeth City, Gatesville, Hertford, Kill Devil Hills, Kitty Hawk, Manteo, Nags Head, Plymouth, Roper, Southern Shores, and Winfall

The Face of Aging in Camden County

According to the N.C State Data Center, in 2013 there were approximately **41,150** older adults (60+) living in the Albemarle Region. As the older adult population increases throughout the State of North Carolina, by the year 2033 there will be an estimated **57,289** number of older adults residing in the ten county planning region of the Albemarle Commission AAA.

As prepared by the N.C Division of Aging and Adult Services, the information below details the estimated increase in the older adult population in **Camden County** and throughout the state of North Carolina.

Camden County - Aging Profile

Ages	2013		2033		% of Change (2013-2033) in Camden County	% of Change in North Carolina
	# of Individuals	% of Population	# of Individuals	% of Population		
TOTAL	10,174		12,290		20.8%	20.2%
0-17	2,321	23%	2,252	18%	-3.0%	3.4%
18-44	3,359	33%	3,935	32%	17.1%	17.5%
45-59	2,451	24%	2,324	19%	-5.2%	6.9%
60+	2,043	20%	3,779	31%	85%	58.3%
65+	1,472	15%	2,934	24%	99.3%	72.0%
85+	149	2%	383	3%	157%	87.9%

**Source: NC State Data Center, October 2014*

The Albemarle Commission

The Albemarle Commission was formed with legislative action in 1969 under GS 143-341 when the North Carolina General Assembly created a system of multi-regional planning districts, now known as Regional Council of Governments. The mission of the Albemarle Commission is to improve the ability of our member governments to enhance the quality of the lives of our citizens in the Albemarle Region through direct service, grant writing, planning and assessment, program development and management, as multi-agency public-private partnership. The Albemarle Commission provides services to the 10 counties of the Albemarle Region: Camden, Chowan, Currituck, Currituck, Gates, Hyde, Pasquotank, Perquimans, Currituck, and Washington.

The Albemarle Commission provides the below services to member Counties and Municipalities within the 10 county region:

- Regional Economic Development
- Grant Writing & Administration
- Strategic Planning & Meeting Facilitation
- Quarterly County Manager Meetings
- State and Federal Advocacy
- Policy Review and Analysis



The Sound of Progress

Working Together - Standing Strong - Caring for Our Region

Stewardship Report
for
Camden County
FY 2014

The Albemarle Commission

- Founded in 1969 by the General Assembly
- **Mission:** improve member governments ability to enhance quality of lives of citizens
- **Objective:** Provide direct Services, grant writing, planning and assessment, program development and management
- **Represent:** Counties of Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington

Senior Nutrition

Meals Served: 10,173

of Clients: 91

County's Cost: \$24,252 or
\$2.38 per meal

Actual Cost

Per Meal: \$4.90 or \$49,847.70

Difference: \$2.52 or \$25,595.70

Area Agency on Aging

Services Provided: 4,780

of Clients: 66

County's Cost: \$12,383.00
\$2.59 per service

Actual Cost

Per Service: \$47.58 or \$227,423.00

Difference: \$44.99 or \$209,068.50

Workforce Development

Services Provided:	13
# of Clients:	13/\$3,600
County's Cost:	\$0
Actual Cost Per Service:	\$56,102.23
Difference:	\$56,102.23

Rural Planning Organization

Services Provided:	2
# of Clients:	1
County's Cost:	\$6,449.00
Actual Cost Per Service:	\$14,453.10
Difference:	\$8,004.10

Economic Dev. & Admin

Services Provided:	1
# of Clients:	2
County's Cost:	\$9,643.00
Actual Cost Per Service:	\$39,289.15
Difference:	\$29,646.15

Contact

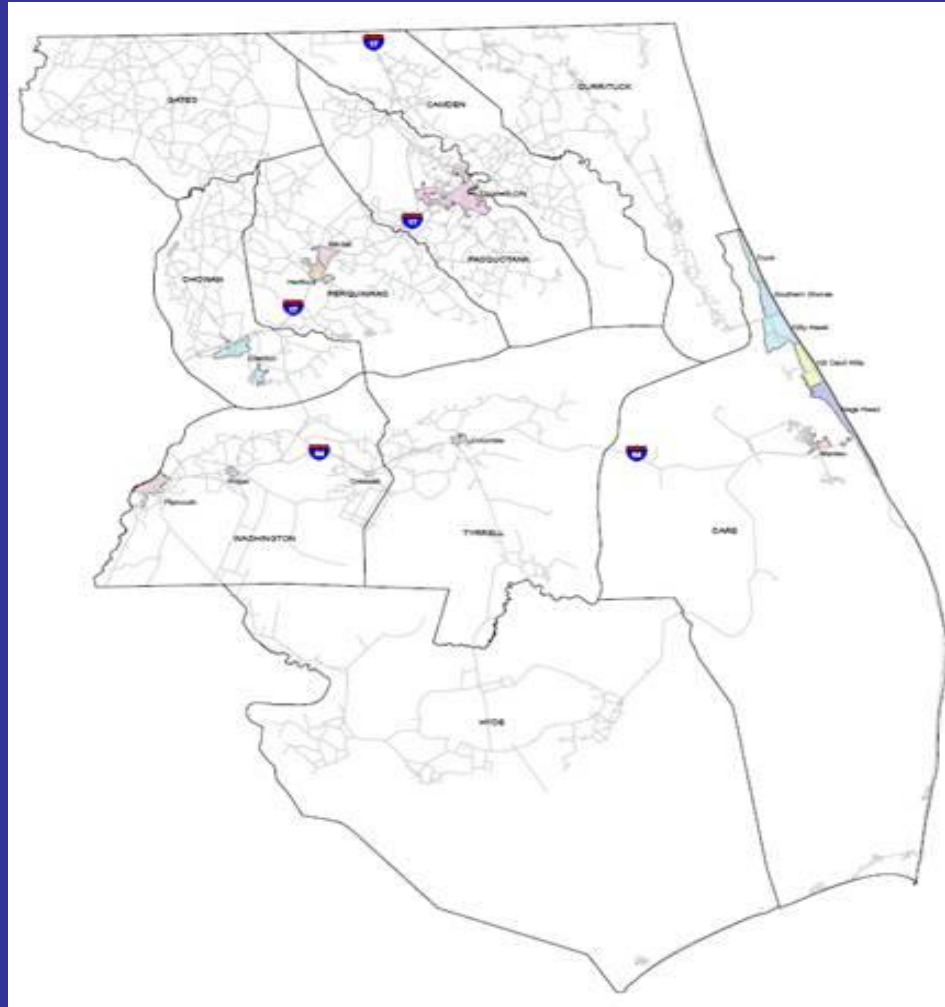
Cathy Davison, ICMA-CM

Phone: 252-426-5753 ext. 227

cdavison@albemarlecommission.org

www.albemarlecommission.org

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**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.A

NEW BUSINESS

Meeting Date: March 2nd, 2015

Attachments: 2 (7 Page)

Submitted By: Lisa Anderson, Tax Administrator

ITEM TITLE: Monthly Tax Report
January 2015

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Monthly Tax Report for January 2015

RECOMMENDATION:

Review & Approve

**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE
CAMDEN COUNTY BOARD OF COMMISSIONERS**

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2014	520,370.75	16,314.01
2013	128,069.69	12,468.74
2012	44,392.93	13,459.32
2011	21,434.49	10,664.94
2010	20,827.90	6,144.50
2009	8,241.81	6,104.67
2008	6,864.63	6,354.62
2007	6,552.05	9,926.25
2006	2,223.60	14,537.86
2005	1,690.71	26,585.64

TOTAL REAL PROPERTY TAX UNCOLLECTED	760,668.56
TOTAL PERSONAL PROPERTY UNCOLLECTED	122,560.55
TEN YEAR PERCENTAGE COLLECTION RATE	98.69%
COLLECTION FOR 2014 vs. 2013	445,619.66 vs. 422,407.93

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2014	92.04%
2013	97.98%
2012	99.19%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING January **2015**

BY TAX ADMINISTRATOR

- 25 NUMBER DELINQUENCY NOTICES SENT
- 21 FOLLOWUP REQUESTS FOR PAYMENT SENT
- 10 NUMBER OF WAGE GARNISHMENTS ISSUED
- 6 NUMBER OF BANK GARNISHMENTS ISSUED
- 0 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR
TO DELINQUENT TAXPAYER
- 0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
- 24 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF
TAX ADMINISTRATOR
- 0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO
COUNTY ATTORNEY
- 0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR
COLLECTION (I.D. AND STATUS)
- 0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
- 0 NUMBER OF JUDGMENTS FILED

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7080-00-17-0129.0000	32,207.70	2	CAMDEN SQUARE ASSOCIATES	SOUTH MILLS	
R	03-8971-00-12-0477.0000	18,454.38	1	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	01-7979-00-61-7358.0000	13,979.14	1	POTOMAC TIMBER INVESTMENTS #17	SOUTH MILLS	HORSESHOE RD
R	01-7989-00-01-1714.0000	9,660.86	1	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8923-00-19-3774.0000	9,070.52	1	HALSTEAD VENTURE PARTNERS, LLC	CAMDEN	431 158 US W
R	02-8944-00-31-2148.0000	7,239.15	1	CARL HARRINGTON	CAMDEN	150 SAND HILLS RD
R	02-8935-04-54-3973.0000	7,239.10	1	LAMB BROTHERS LLC	CAMDEN	210 158 US E
R	03-8899-00-45-2682.0000	7,095.06	1	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8934-01-17-4778.0000	7,030.98	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8934-03-20-9727.0000	6,601.67	1	RUTH ANN BURGESS ET AL	CAMDEN	158 CHANTILLY RD
R	03-8953-03-20-9189.0000	6,524.69	1	SUMNER K. MIDGETT	SHILOH	140 B WALSTON LN
R	01-7998-01-08-8621.0000	6,199.91	2	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	02-8935-02-76-5639.0000	6,073.27	1	SHEILA RIGGS EDWARDS	CAMDEN	255 158 US E
R	03-8961-00-58-4506.0000	5,953.06	1	WARREN DEAN RIGGS	SHILOH	110 DRIFTWOOD DR
R	03-8972-00-51-8423.0000	5,904.26	1	BRITTON OVERTON	SHILOH	103 WESLEY RD
R	02-8945-00-54-1099.0000	5,709.69	1	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD
R	02-8944-00-87-4715.0000	5,430.92	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	03-8943-04-74-3506.0000	5,428.11	1	ELLIOTT & DONNA JACOBS	SHILOH	117 SUNSET AVE
R	03-8953-04-81-9832.0000	5,259.29	3	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	01-8000-00-36-9596.0000	5,160.52	1	EULA B. JOYNER	SOUTH MILLS	TROTTERS WAY
R	02-8934-01-18-6001.0000	4,988.61	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8953-04-81-0178.0000	4,924.81	1	SUMNER K. & MARY MIDGETT	SHILOH	910 343 HWY S
R	02-8945-00-41-2060.0000	4,405.88	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7999-00-02-7813.0000	4,287.46	3	DINA TERESA NANNEY	SOUTH MILLS	112 PINE RIDGE DR
R	03-8952-01-39-5259.0000	4,171.42	1	CHARLES RAY SAWYER	SHILOH	156 WALSTON LN
R	03-8990-00-08-7291.0000	4,066.47	1	JAMES E RHODES	SHILOH	111 CATALAN DR
R	03-8943-04-83-8536.0000	3,973.23	1	JONES FAMILY CHILDRENS TRUST	SHILOH	125 CAMDEN AVE
R	01-7998-01-18-1579.0000	3,885.04	2	FABIAN DIXON	SOUTH MILLS	1284 343 HWY N
R	02-8934-03-20-7985.0000	3,880.98	1	RUTH ANN BURGESS ETAL	CAMDEN	CHANTILLY RD
R	03-8889-00-48-0580.0000	3,863.73	1	HECTOR C. PALALAY & MILAGROS O	SHILOH	113 SAILBOAT RD

02/02/15 10:54:42

Delinquencies Top-30 Unpaid

1

Attachment "A"
 Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	03-8899-00-45-2682.0000	10	7,095.06	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-8621.0000	10	6,199.91	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 NC N
R	03-8943-04-93-8214.0000	10	2,287.69	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,928.53	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8952-00-95-8737.0000	10	1,908.86	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7090-00-60-5052.0000	10	962.62	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	659.94	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	633.65	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-9809-00-45-1097.0000	10	260.40	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	01-7090-00-95-5262.0000	10	255.08	JOHN F. SAWYER HEIRS	SOUTH MILL	OLD SWAMP RD
R	03-8980-00-61-1968.0000	10	218.26	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-17-2462.0000	10	141.61	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	02-8945-00-41-2060.0000	9	4,405.88	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	02-8936-00-00-8926.0000	9	3,629.79	ODELL TRAFTON	CAMDEN	215 SCOTLAND RD
R	01-7999-00-12-8596.0000	9	1,623.08	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	9	1,129.11	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8899-00-37-0046.0000	9	162.23	ELIZABETH LONG	SHILOH	HIBISCUS
R	01-7989-00-01-1714.0000	8	9,660.86	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-7080-00-62-1977.0000	8	3,495.60	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8934-04-71-8470.0000	8	2,749.90	JAMES MILTON JONES ETAL	CAMDEN	267 COUNTRY CLUB RD
R	01-7988-00-91-0179.0001	8	1,918.10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	02-8935-01-19-4055.0000	8	1,219.71	ANDERSON CARTWRIGHT SR.	CAMDEN	271 SLEEPY HOLLOW RD
R	01-7988-00-14-1370.0000	8	847.10	ISAAC COSTON	SOUTH MILLS	NORTH SIDE RD
R	02-8935-03-40-3652.1000	8	782.56	HOWARD DAVENPORT	CAMDEN	117 GUMBERRY RD
R	03-8962-00-50-0273.0000	8	764.31	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7998-00-57-2800.1000	8	427.45	TINA RENEE LEARY	SOUTH MILLS	111 LINTON RD
R	02-8934-03-20-7985.0000	7	3,880.98	RUTH ANN BURGESS ETAL	CAMDEN	CHANTILLY RD
R	01-7989-04-60-1568.0000	7	965.01	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	03-8971-00-12-0477.0000	6	18,454.38	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	02-8945-00-54-1099.0000	6	5,709.69	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD

02/02/15 10:54:43

Delinquencies Top-30 Oldest

1

Attachment "B"
Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0000640					
P	0001709	2,525.31	1	AMERICAN TOWER CORP		
P	0002482	1,531.32	6	JOHN MATTHEW CARTE		
P	0001046	1,349.80	1	MASTEC NORTH AMERICA	CAMDEN	158 HWY
P	0000738	1,110.60	10	THIEN VAN NGUYEN	CAMDEN	
P	0001538	1,092.13	4	LESLIE ETHERIDGE JR	SHILOH	133 EDGEWATER DR
P	0002342	798.61	7	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001072	789.69	1	ASSOCIATED TAX APPRAISERS	HERTFORD	MIC MAC TRAIL
P	0001546	778.93	10	PAM BUNDY		
P	0001883	749.77	4	GEORGE ROWLAND	SHILOH	105 AARON DR
P	0001739	655.29	4	DUNG LE TRAN	CAMDEN	431 158 US W
P	0001827	655.07	4	COAST TO COAST POWDER COATING	SHILOH	255 SAILBOAT ROAD
P	0001695	652.02	1	KAREN BUNDY	CAMDEN	330 158 HWY E
P	0000295	547.68	3	GARY STEWART ELKINS	CAMDEN	431 158 US W
P	0000659	501.08	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	150 158 HWY W
P	0000352	479.52	1	RICKY'S WELDING, INC.	CAMDEN	330 158 HWY E
P	0001230	443.65	9	ROBERT F. NERNEY	SHILOH	864 SANDY HOOK RD
P	0001116	411.11	3	JAMES NYE	ELIZABETH CITY	107 SMALL DRIVE
P	0000846	409.86	4	AL JORDAN	SOUTH MILLS	101 ROBIN CT W
P	0001905	405.20	3	TOAN TRINH	CAMDEN	390 158 HWY W
P	0000248	340.08	4	AAR CORPORATION ETAL	SHILOH	229 SAILBOAT RD
P	0001227	326.53	10	ROBERT H. OWENS	SOUTH MILLS	211 FLYING TIGER RD
P	0000956	322.05	9	THUAN NGOC TRAN	CAMDEN	363 # 15
P	0000297	314.49	10	HUNG PHI LE	SHILOH	257 SAILBOAT RD
P	0000010	312.24	2	ADAM D. & TRACY J.W. JONES	SHILOH	103 EDGEWATER DR
P	0000256	278.61	8	SPRINT NEXTEL CORPORATION	SHAWBORO	114 GARRINGTON ISLAND
P	0001703	270.00	8	JAMES E. NASH	OVERLAND PARK	
P	0001672	270.00	1	VAN ZANDER	SOUTH MILLS	1097 343 HWY N
P	0001693	268.26	5	DAVE SILVA	MOYOCK	812 TULLS CREEK RD
P	0002194	261.90	6	ALLIANCE NISSAN	CAMDEN	390 158 HWY
P		251.03	1	MORGAN ROBERSON	CAMDEN	158 HWY W
					SHILOH	849 SANDY HOOK RD S

02/02/15 10:54:54

Delinquencies Top-30 Unpaid

1
 Attachment "A"
 Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001046	10	1,110.60	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	1,092.13	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	778.93	PAM BUNDY	SHILOH	105 AARON DR
P	0000248	10	326.53	ROBERT H. OWENS	CAMDEN	363 # 15
P	0000956	10	314.49	HUNG PHI LE	SHILOH	103 EDGEWATER DR
P	0001220	10	219.05	KIMBERLY DIANE JOHNSON	SOUTH MILLS	172 KEETER BARN RD
P	0000837	10	139.42	DUC MINH LE		
P	0000316	10	122.12	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0000352	9	443.65	ROBERT F. NERNEY	ELIZABETH CITY	107 SMALL DRIVE
P	0001227	9	322.05	THUAN NGOC TRAN	SHILOH	257 SAILBOAT RD
P	0001106	9	239.24	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000010	8	278.61	SPRINT NEXTEL CORPORATION	OVERLAND PARK	
P	0000256	8	270.00	JAMES E. NASH	SOUTH MILLS	1097 343 HWY N
P	0001538	7	798.61	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001545	7	160.66	LOUIS RUGGERI	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001540	7	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	6	1,531.32	JOHN MATTHEW CARTE	CAMDEN	158 HWY
P	0001672	6	268.26	DAVE SILVA	CAMDEN	158 HWY
P	0001693	6	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	6	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001827	5	652.02	KAREN BUNDY	CAMDEN	431 158 US W
P	0001250	5	247.91	MICHELE LEE TAYLOR	SOUTH MILLS	108 BINGHAM RD
P	0001910	5	155.91	JEFFREY GEGAN	CAMDEN	379 COUNTRY CLUB RD
P	0001546	4	749.77	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0001883	4	655.29	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001739	4	655.07	COAST TO COAST POWDER COATING	CAMDEN	330 158 HWY E
P	0001116	4	409.86	AL JORDAN	CAMDEN	390 158 HWY W
P	0001905	4	340.08	AAR CORPORATION ETAL	SOUTH MILLS	211 FLYING TIGER RD
P	0000421	4	227.73	CLARENCE MUNDEN	CAMDEN	
P	0002081	4	217.24	ROBERT VERNON BRAY	CAMDEN	120 LAUREN LANE

02/02/15 10:54:55

Delinquencies Top-30 Oldest

1

Attachment "B"
Personal

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: **5.A**

Consent Agenda

Meeting Date: **March 2nd, 2015**
Attachments: **(Attachment A & B)**
Submitted By: **Clerk to the Board**

ITEM TITLE: **Draft Meeting Minutes**

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

2014-12-01 - BOC Joint Meeting
2014-12-15 - BOC Special Meeting

RECOMMENDATION:

Review & Approve

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.B

Consent Agenda

Meeting Date: March 2, 2015

Attachments: 3

Submitted By: Budget & Finance Officers

ITEM TITLE: Budget Amendments Corrections

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Resubmissions to correct misprint:

2014-15-BA018	Security System Installation
2014-15-BA019	Crisis Funding
2014-15-BA020	LIEAP Funding

RECOMMENDATION:

Approve Budget Amendments as corrected

2014-15-BA018
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
10-399400-439900	Fund Balance	\$8,734.00	
10-5150-574000	Capital Outlay	\$8,734.00	

This Budget Amendment is made to cover the board approved Courthouse Building Security System.

This will result in a decrease of \$0 in the Contingency of the General Fund.

Balance in Contingency \$23,500.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of March, 2015.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2014-15-BA019
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
52-330610-434819	Crisis Intervention-Revenue	\$1,568.00	
528000-520000	Capital Outlay		\$1,568.00

This Budget Amendment is made to cover additional allocation for Crisis Intervention Funding.

This will result in a decrease of \$0 in the Contingency of the General Fund.

Balance in Contingency \$23,500.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of March, 2015.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2014-15-BA020

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
52-330610-434848	LIEAP Revenue	\$2,348.00	
528000-554321	LIEAP Expense		\$2,348.00

This Budget Amendment is made to cover additional allocation for LIEAP Funding.

This will result in a decrease of \$0 in the Contingency of the General Fund.

Balance in Contingency \$23,500.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of March, 2015.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.C

Consent Agenda

Meeting Date: March 2, 2015
Attachments: 2 (5 Page)
Submitted By: Board of Education

ITEM TITLE: School Budget Amendments

SUMMARY:

Local Current Expense Fund
Other Local Current Expense Fund

RECOMMENDATION:

Review & Approve

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12th day of February 2015 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
5400	School Leadership Services	300.00	
5800	School Based Support Services	29,882.00	
6100	Support & Development Service		1,600.00
6500	Operational Support Services		35,882.00
6600	Financial/Human Res Services	6,000.00	
6900	Policy, Ldrship, & Pub Relations	1,300.00	
Explanation:			
	Total Appropriation in Current Budget	\$ 2,329,452.00	
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget	\$ 2,329,452.00	

Passed by majority vote of the Board of Education of Camden County on the 12th day of February 2015.


Chairman, Board of Education


Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT
February 12, 2015

2. Local Current Expense Fund

- A. We have reviewed this area of the budget and must transfer funds to cover costs expenses within other programs in the Local Current Expense Budget. We request your approval of the following amendment.

Operation of Plant

6540.802.323..40	Utilities – Water/Sewer	\$ - 10,882.00
6540.802.411..40	Custodial Supplies	<u>- 25,000.00</u>
Total – Operation of Plant		\$ - 35,882.00

- B. We have reviewed this area of the budget and find that we must transfer funds into this program area to cover salaries and benefits. We request your approval of the following amendment.

School Health

5840.855.131	Salary – School Nurse	\$ + 22,000.00
5840.855.211	Emp Soc Sec Costs	+ 1,738.00
5840.855.221	Emp Retirement Costs	+ 3,455.00
5840.855.231	Emp Hosp Ins Costs	<u>+ 2,689.00</u>
Total – School Health		\$ + 29,882.00

- C. We have reviewed this program area and find that we must transfer funds to cover expenses for the financial software contract for the remainder of the 2014-15 fiscal year. We request your approval of the following amendment.

Fiscal Services

6610.875.312	Workshop Expenses	\$ - 502.00
6610.875.319	Professional Services	<u>+ 6,502.00</u>
Total – Fiscal Services		\$ + 6,000.00

- D. We have reviewed this area of the budget and must transfer funds to cover expenses within the program area. We request your approval of the following amendment.

Other Employee Benefits

6110.910.232	Emp Worker's Comp Ins Costs	\$ - 1,600.00
6940.910.239	Other Insurance Costs	<u>+ 1,600.00</u>
Total – Other Employee Benefits		\$ + .00

Budget Amendment
Local Current Expense Fund
February 12, 2015, Page 2

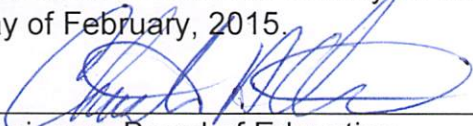
- E. We have reviewed this program area and find that we must transfer funds to cover workshop expenses within the program area. We request your approval of the following amendment.

Staff Development

5400.912.312	Workshop Expenses	\$	+	300.00
6940.912.312	Workshop Expenses		-	<u>300.00</u>

Total – Staff Development		\$	+	.00
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Passed by majority vote of the Board of
Education of Camden County on the 12th
day of February, 2015.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

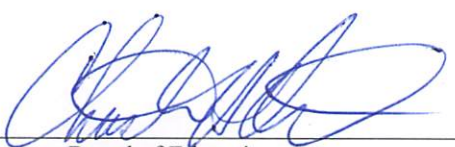
Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12th day of February 2015 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		.00
5200	Special Instructional Programs		.00
5300	Alternative Program & Services	.00	
5800	School Based Support Services	.00	
6100	Support & Development Serv.	.00	
6400	Technology Support Services		.00
Explanation:			
Total Appropriation in Current Budget		\$	1,397,278.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget		\$	1,397,278.00

Passed by majority vote of the Board of Education of Camden County on the 12th day of February 2015.


Chairman, Board of Education


Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20____.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT
February 12, 2015

8. Other Local Current Expense Fund

- A. We have reviewed this area of the budget and must transfer funds to cover costs of supplies and equipment within the program area. We request your approval of the following amendment.

Carol M. White PEP Grant

5113.332.221	Emp Retirement Costs	\$	-	450.00
5113.332.231	Emp Hosp Ins Costs		+	450.00
5113.332.411	Supplies & Materials		+	7,000.00
5113.332.461	Pur of Non-Cap Equipment		+	5,300.00
5113.332.541	Purchase of Equipment		-	12,300.00
6113.332.312	Workshop Expenses		-	200.00
6113.332.332	Travel		+	<u>200.00</u>

Total – Carol M White PEP Grant \$ + .00

- B. We have reviewed this area of the budget and must transfer funds within the budgeted areas to cover contracted services for our students with special needs. We request your approval of the following amendment.

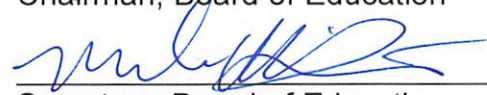
Children with Special Needs

5210.849.121	Salary - Teacher	\$	-	15,000.00
5210.849.142	Salary – Teacher Assistant		-	20,000.00
5210.849.311	Contracted Services		+	<u>35,000.00</u>

Total – Children with Special Needs \$ + .00

Passed by majority vote of the Board of Education of Camden County on the 12th day of February, 2015.


Chairman, Board of Education


Secretary, Board of Education

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.D

CONSENT AGENDA

Meeting Date: March 2, 2015

Attachments: 1 (2 Pages)

Submitted By: Dellie Spaulding, Tax Specialist

**ITEM TITLE: Tax Dept.
Pick-ups, Releases, & Refunds**

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Pick-ups, Releases, & Refunds

RECOMMENDATION:

FOR COUNTY COMMISSIONERS' APPROVAL

<u>NAME</u>	<u>REASON</u>	<u>TYPE NO.</u>
George Wood Farms, Inc.	\$9,694.83 Adjustment -Roll back taxes	Pick-Up/17600 R-83199-14 R-68363-13 R-61515-12
George Wood Farms, Inc.	\$11,096.61 Adjustment -Roll back taxes	Pick-Up/17613 R-83203-14 R-68367-13 R-61519-12
George Wood Farms, Inc.	\$4,703.40 Adjustment -Roll back taxes	Pick-Up/17612 R-83197-14 R-68361-13 R-61513-12
George Wood Farms, Inc.	\$7,682.22 Adjustment -Roll back taxes	Pick-Up/17611 R-83198-14 R-68362-13 R-61514-12
George Wood Farms, Inc.	\$39,427.65 Adjustment -Roll back taxes	Pick-Up/17610 R-83196-14 R-68360-13 R-61512-12
George Wood Farms, Inc.	\$13,387.11 Adjustment -Roll back taxes	Pick-Up/17609 R-83206-14 R-68370-13 R-61522-12
George Wood Farms, Inc.	\$7,529.29 Adjustment -Roll back taxes	Pick-Up/17608 R-83205-14 R-68369-13 R-61521-12
FGeorge Wood Farms, Inc.	\$25,158.42 Adjustment -Roll back taxes	Pick-Up/17607 R-83204-14 R-68368-13 R-61520-12
George Wood Farms, Inc.	\$4,383.38 Adjustment -Roll back taxes	Pick-Up/17606 R-83192-14 R-68356-13 R-65730-12

<u>NAME</u>	<u>REASON</u>	<u>TYPE NO.</u>
Great Dismal Swamp	\$356.67 Acreage correction based on deeds	Refund/17651 R-23981-06
Great Dismal Swamp	\$450.54 Acreage correction based on deeds	Refund/17652 R-27669-07
Great Dismal Swamp	\$425.36 Acreage correction as per deeds	Refund/17653 R-34386-08
Great Dismal Swamp	\$425.36 Acreage correction as per deeds	Refund/17654 R-41200-09
Great Dismal Swamp	\$425.36 Acreage correction as per deeds	Refund/17655 R-47992-10

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.E

CONSENT AGENDA

Meeting Date: March 2nd, 2015

Attachments: 1 (1 Page)

Submitted By: Tax Department

ITEM TITLE: Authorization to collect

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

April Renewals

RECOMMENDATION:

For Review and Possible Approval

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County April Ren.) Due 5/15/15 (NEW SYSTEM)

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
14,867.97	13,910.11	10,368.38	39,146.46

Witness my hand and official seal this _____ day of _____

Chairman, Camden County Board of Commissioners

Attest:

Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Asia S. Anderson

Tax Administrator of Camden County

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.F

Consent Agenda

Meeting Date: March 2nd, 2015
Attachments: 1
Submitted By: Clerk to the Board

ITEM TITLE: Proclamation
National County Government Month

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Draft Proclamation declaring April 2015 as “National County Government Month”

RECOMMENDATION:

Review & Approve

BOARD OF COMMISSIONERS

P. MICHAEL McLAIN
Chairman

SANDRA J. DUCKWALL
Vice Chairman

GARRY W. MEIGGS
CLAYTON D. RIGGS
TOM WHITE



CAMDENCOUNTY
new energy. new vision.

MICHAEL RENSHAW
County Manager

ANGELA WOOTEN
Clerk to the Board

JOHN S. MORRISON
County Attorney

National County Government Month
April 2015

"Counties Moving America Forward: The Keys are Transportation and Infrastructure"

WHEREAS, the nation's 3,069 counties serving more than 300 million Americans provide essential services to create healthy, safe, vibrant and economically resilient communities; and

WHEREAS, counties move America forward by building infrastructure, maintaining roads and bridges, providing health care, administering justice, keeping communities safe, running elections, managing solid waste, keeping records and much more; and

WHEREAS, Camden County and all counties take pride in their responsibility to protect and enhance the health, welfare and safety of its residents in efficient and cost-effective ways; and

WHEREAS, through National Association of Counties President Riki Hokama's "Transportation and Infrastructure" initiative, NACo is encouraging counties to focus on how they have improved their communities through road projects, new bridges, building new facilities, water and sewer improvements and other public works activities; and

WHEREAS, in order to remain healthy, vibrant, safe, and economically competitive, America's counties provide transportation and infrastructure services that play a key role in everything from residents' daily commutes to shipping goods around the world; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to actively promote their own programs and services to the public they serve; and

NOW, THEREFORE, BE IT RESOLVED THAT I, P. Michael McLain, Chairman of the Board of Commissioners, do hereby proclaim April 2015 as National County Government Month and encourage all county officials, employees, schools and residents to participate in county government celebration activities.

ADOPTED this ____ day of _____, 2015

P. Michael McLain, Chairman
Board of Commissioners

(SEAL)

ATTEST:

Angela L. Wooten, Clerk to the Board

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.G

Consent Agenda

Meeting Date: March 2, 2015
Attachments: 1 (1 Page)
Submitted By: Michael Renshaw, County Manager

ITEM TITLE: One Mill Park, Contract 1
Change Order #1 Waterfront Improvements

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

On February 20 the One Mill Park Project Engineer advised the County Manager of the need for the attached Change Order to the original contract amount. During excavation/removal of the current bulkhead the contractor discovered a large amount (approximately 342 cubic yards) of unsuitable construction debris which had been placed over the years to support the old existing bulkhead.

As the presence and composition of this construction debris was unknown at the time of project bid, the attached Change Order #1 to Contract 1 Waterfront Improvements is needed. Included within the Change Order amount of \$10,322.64 is \$4,618.25 for undercut and hauling charges and \$5,704.39 in required backfill charges.

RECOMMENDATION:

The County Manager recommends that the Board approve One Mill Park, Contract 1 Change Order #1 Waterfront Improvements in the amount of \$10,322.64.

Change Order

PROJECT
One Mill Park – Contract 1 Waterfront Improvements
Camden, NC

CHANGE ORDER NUMBER: 001
DATE: February 25, 2015

TO CONTRACTOR
A.R. Chesson Construction Co., Inc.
PO Box 2266
Elizabeth City, NC 27909

ENGINEER'S PROJECT NUMBER:
CONTRACT DATE: January 16, 2015
CONTRACT FOR: Waterfront Improvements

THE CONTRACT IS CHANGED AS FOLLOWS:

Undercut, removal, and disposal of buried debris, placement of satisfactory structural fill as directed by engineer

** Cost is based on engineering estimate quantities. Actual cost will be based on verified total of undercut material removed from the site and select material delivered to the site per the unit prices provided.*

Engineering Estimate

Bulkhead Length (ft) =	377
Excavation Depth (ft) =	7
Excavation Width (ft) =	3.5
Excavation Volume (cf) =	9236.5
Excavation Volume (cy) =	342
Backfill Compaction Factor =	1.15
Backfill Volume (cy) =	393
Undercut/Haul Price / cy =	\$13.50
Backfill/ Select Unit Price / cy =	\$14.50
Estimated Undercut/Haul price =	\$4,618.25
Estimated Backfill Price =	\$5,704.39
Subtotal =	\$10,322.64

The original Contract Sum was	\$	180,114.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	180,114.00
The Contract Sum will be increased by this Change Order in the amount of	\$	*10,322.64
The new Contract Sum including this Change Order will be	\$	*190,446.64

The Contract Time will be increased by To Be Determined days

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time, or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case, a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ENGINEER, CONTRACTOR AND OWNER.

<u>Quible & Associates, P.C.</u>	<u>A.R. Chesson Construction Co.</u>	<u>Camden County</u>
ENGINEER (Firm Name)	CONTRACTOR (Firm Name)	OWNER (Firm Name)
8466 Caratoke Highway, Bldg 400	PO Box 2266	PO Box 190
Powells Point, NC 27966	Elizabeth City, NC 27909	Camden, NC 27921
ADDRESS	ADDRESS	ADDRESS
BY (Signature)	BY (Signature)	BY (Signature)
Derek A. Dail, P.E.	Ed Powell	Michael Renshaw
(Typed Name)	(Typed Name)	(Typed Name)
DATE	DATE	DATE

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.H

Consent Agenda

Meeting Date: March 2, 2015
Attachments: 1 (1 Page)
Submitted By: Michael Renshaw, County Manager

ITEM TITLE: One Mill Park, Contract 2
Change Order #1 Site Improvements

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

In order to facilitate future maintenance of the Park amenities, it was suggested by Parks and Recreation staff that additional concrete sidewalk be added around the park playground equipment. As this added concrete was beyond what was included in the original design which the contractor used to prepare bids, the attached Change Order #1 Site Improvements in the amount of \$2,500 is needed.

It should be noted that this change order amount will be offset by reductions in the playground equipment installation contract totaling an estimated \$2,850.

RECOMMENDATION:

The County Manager recommends that the Board approve the attached change order entitled One Mill Park, Contract 2 Change Order #1 Site Improvements in the amount of \$2,500.

Change Order

PROJECT
One Mill Park – Contract 2 Site Improvements
Camden, NC

CHANGE ORDER NUMBER: 001
DATE: February 25, 2015

TO CONTRACTOR
A.R. Chesson Construction Co., Inc.
PO Box 2266
Elizabeth City, NC 27909

ENGINEER'S PROJECT NUMBER:
CONTRACT DATE: January 16, 2015
CONTRACT FOR: Waterfront Improvements

THE CONTRACT IS CHANGED AS FOLLOWS:

Additional sidewalk around playground

The original Contract Sum was	\$ 139,032.50
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 139,032.50
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,500.00
The new Contract Sum including this Change Order will be	\$ 141,532.50
The Contract Time will be increased by <u>To Be Determined</u> days	

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time, or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case, a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ENGINEER, CONTRACTOR AND OWNER.

Quible & Associates, P.C.	A.R. Chesson Construction Co.	Camden County
ENGINEER (Firm Name)	CONTRACTOR (Firm Name)	OWNER (Firm Name)
8466 Caratoke Highway, Bldg 400	PO Box 2266	PO Box 190
Powells Point, NC 27966	Elizabeth City, NC 27909	Camden, NC 27921
ADDRESS	ADDRESS	ADDRESS
BY (Signature)	BY (Signature)	BY (Signature)
Derek A. Dail, P.E.	Ed Powell	Michael Renshaw
(Typed Name)	(Typed Name)	(Typed Name)
DATE	DATE	DATE

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.I

Consent Agenda

Meeting Date: March 2, 2015

Attachments: 1

Submitted By: Budget & Finance Officers

ITEM TITLE: Budget Amendment

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

2014-15-BA021 Increase in NC Dept of Agriculture award

RECOMMENDATION:

Approve Budget Amendment

2014-15-BA021
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
10-330670-434815	State Grant	\$14,500.00	
106700-545113	Contracted Services	\$14,500.00	

This Budget Amendment is made to cover additional State Grant Funding through Dept of Agriculture.

This will result in a decrease of \$0 in the Contingency of the General Fund.

Balance in Contingency \$23,500.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of March, 2015.

Clerk to Board of Commissioners

Chairman, Board of Commissioners



TO: Chairman, Board of County Commissioners
 County Manager
 Clerk to the Board of County Commissioners

FROM: Kevin Leonard, NCACC Executive Director

SUBJECT: 2015 County Grassroots Advocacy Meetings with Legislators

DATE: February 20, 2015

The General Assembly's 2015 long session is underway and critical county issues are being discussed. We are reminded that YOU are our best advocates with the General Assembly as we work together to lay the groundwork for advancing and addressing key county issues. *We ask each county to schedule a meeting with your legislative delegation before the NCACC district meetings in March/April* to discuss county concerns and gather feedback from your legislators.

Enclosed are several resources to help you conduct productive advocacy meetings with your legislators:

- **Instructions for Meeting Facilitator** to help the facilitator conduct the meeting with legislators.
- **A Legislative Feedback Form** for recording notes from meeting with your delegation. Please bring the completed form to the March/April NCACC District Meeting. If your county is unable to attend, please send the form to your District Director for them to report.
- **"Thank You" cards** to send to your legislators after your meeting.
- **A list of your District Directors** in case you are unable to attend the NCACC District Meetings.
- **A Series of Legislative Briefs** to give you more background on the key county issues, including school board lawsuits, lottery funding, mental health, Medicaid relief, and broadband access.
- **The 2015 Legislative Goals Booklet**, outlining guiding principles, NCACC advocacy contacts and all goals adopted by the NCACC membership. *Please give one to each of your legislators.*

To access electronic versions of all enclosed materials, visit www.ncacc.org/legislativemeetings.

We look forward to hearing about your legislative discussion at district meetings in March/April. If you have any questions, please contact NCACC Membership Services Coordinator Matt Gunnet at (919) 715-2354 or matt.gunnet@ncacc.org. Thank you for all you do on behalf of North Carolina counties!





NCACC Legislative Brief

2015 Goal: Seek legislation to repeal the statutory authority under NC G.S. 115C-431(c) that allows local school boards to file suit against a county board of commissioners over county appropriations for education.

Talking Points:

- N.C. Gen. Stat. 115C-431(c) expressly authorizes school boards to sue counties over “sufficiency” of current expense or capital funding levels, leaving courts and juries to determine sufficiency.
- School boards are not expressly permitted to sue the state or federal governments for lack of sufficient funding, and no other entity is specifically granted this power to sue a taxing authority over funding sufficiency.
- This statutory authorization inherently creates an adversarial relationship between the school boards and the boards of county commissioners and has cost taxpayers millions of dollars in legal fees and litigation expenses.

Requested Action: Repeal the statutory provision that expressly authorizes school boards to sue county commissioners over local education appropriations.

Background: A local school board is required to submit its budget request for the upcoming fiscal year to the board of county commissioners no later than May 15 of each year. The county commissioners must adopt a budget ordinance, which sets the tax rate for the county and includes an appropriation for the local school board, on or before July 1 of each year. If a dispute arises over the amount appropriated, N.C.G.S. 115C-431 governs the process for resolving that dispute. The parties would first participate in a joint board meeting, and if no agreement is reached, they would proceed with mediation. If mediation is unsuccessful, the school board may file an action in superior court challenging the sufficiency of the appropriation.

In 2013, the Union County Board of Education filed a lawsuit against the Union County Board of Commissioners challenging the sufficiency of the education funding appropriated for operating expenses and capital outlay. The amount in dispute was \$8M. Following a trial lasting more than eight weeks, a jury awarded the school board \$91M in additional funds. The Union County Board appealed, and the matter is currently pending before the North Carolina Court of Appeals. The bill for legal fees and related expenses has reached nearly \$2M, and that financial responsibility will be borne by Union County taxpayers.

For more information on this issue, please contact: Casandra “San” Skinner, (919) 715-7665, casandra.skinner@ncacc.org.



N O R T H C A R O L I N A
 ASSOCIATION OF COUNTY COMMISSIONERS
NCACC Legislative Brief

2015 Goal: Seek legislation to restore the statutory requirement that 40% of the net lottery proceeds be allocated to counties for school capital needs and increase the annual appropriation of lottery funds until the 40% allocation is restored.

Talking Points:

- Counties on average spend 41% of their total budgets on public education, or \$4 billion each year, with 2/3 of these monies directed at public school operating expense.
- Counties have assumed some state-shared school funding responsibilities in recent years, such as the entirety of school utility costs.
- 70 counties dedicate all or part of their lottery proceeds to repay school debt service; smaller counties have banked their lottery proceeds to amass sufficient funding for major school construction or renovation projects.

Requested Action:

- Restore the statutory guarantee that 40% of net lottery proceeds are to be allocated to counties for school capital needs.
- Increase the annual appropriation of lottery proceeds for school construction each year as the state's economic conditions improve, until the 40% allocation is fully restored.

Background: When the N.C. Education Lottery was enacted, counties were promised that 40% of net proceeds would go to the Public School Building Capital Fund for county school construction needs. Counties were encouraged to rely on these funds and incur debt service for public school construction and renovation.

Since 2010, the General Assembly has set the county lottery appropriation below the statutory 40% of the net proceeds and has appropriated a flat \$100 million, which represents approximately 17% of the expected net proceeds. Consequently, counties have lost more than half a billion dollars in school construction funds since the recession, and counties have been forced to delay construction projects, to use their emergency fund balances to make up the debt service losses, or to reduce funding for other essential services.

In 2014, the General Assembly rewrote the lottery statutes to eliminate the 40% statutory guarantee of lottery proceeds for school construction needs. Removing the 40% guarantee discourages new county investments in school capital projects and may result in future legislatures using those dollars to fund something other than school construction.

For more information on this issue please contact: Casandra "San" Skinner, (919)715-7665, casandra.skinner@ncacc.org.



NCACC Legislative Brief

2015 Goal: Support the current model of public mental health administration, ensure adequate state funding for services and facilities at the local level, and structure appropriate county participation in governance.

Talking Points:

- Publicly led and held mental health agencies promote access to community services and encourage effective service partnerships with other public entities.
- County jails and sheriff departments are diverted from their core responsibilities when behavioral crisis services are not readily available within the community.
- County residents engage county commissioners to help access human services, including mental health crisis response.

Requested Action:

- Maintain public behavioral services administration within the current organizational structure.
- Consider restoration of past budget cuts in state mental health dollars, with a focus on targeting resources to community mental health services.
- Explore constructive county participation in local mental health governance.

Background: While North Carolina counties largely fund social services administration and health services, the state has been responsible for mental health expenses. Public behavioral health services have traditionally been administered through local public agencies to ensure access, respond to unique community needs, and build on local partnerships and resources with other human services agencies.

North Carolina is examining what Medicaid organizational structures will provide appropriate and quality health care while controlling state Medicaid costs. Competing models include outsourced managed care services versus provider-led voluntary networks of care. In addition, to minimize financial and risk exposure, the state is completing a massive restructuring of community mental health services, converting and merging existing local management entities into managed care organizations charged with overseeing a capitated model of funding. It is expected that the current number of LMEs/MCOs will be consolidated into as few as four within the next biennium. This consolidation has necessitated LME board consolidation as well, leaving fewer opportunities for direct county representation. A new structure for county participation will ensure that county officials can continue to serve as community representatives of mental health clients and their families.

State budget cuts and federal policy changes have reduced support to crisis services, chronic mental health management, and state psychiatric hospital capacity. Public guardianship responsibilities have shifted from LMEs to county social services staff. Federal requirements and state policies have attempted to shift in-patient mental health care from state psychiatric hospitals to community settings.

For more information on this issue please contact: Johanna Reese at (919)715-8044 or johanna.reese@ncacc.org.



NCACC Legislative Brief

2015 Goal: Support continued state funding of Medicaid and support efforts by the state to provide healthcare access for all citizens.

Talking Points:

- If North Carolina were to push part of the cost of Medicaid services onto counties, it would be the only state to do so.
- Counties' budgets simply are unable to absorb this unpredictable, growing cost.
- Counties continue to fund the full non-federal share (25 percent) of Medicaid administrative costs – mainly eligibility determination and staff training.

Requested Action:

- Maintain state responsibility for medical costs covered by Medicaid.

Background: North Carolina was the last state requiring counties to participate in funding Medicaid services (medical bills for Medicaid patients), drawing 15 percent of the non-federal share for services from counties. Though they were required to share the costs, counties could not influence Medicaid cost increases, policy, eligibility criteria, service options or provider rates. From 2000 to 2006, county Medicaid costs increased 78 percent, in some counties costing more than their education budgets.

A provision in the 2007 budget act implemented a three-year transfer of Medicaid services costs from counties to the state. In exchange, the provision transferred ½ cent sales tax from counties to the state general fund, equivalent to about \$491 million in fiscal year 2014. While the exchange was about an equal amount statewide, some counties lost money in the transfer. A hold harmless was put in place to ensure all counties benefit at least \$500 million. The 2014 budget act rolled back that additional benefit (phased in over three years), simply ensuring that no counties lose money in the exchange.

For more information on this issue please contact: Johanna Reese, (919) 715-8044, johanna.reese@ncacc.org.

NCACC Legislative Brief

2015 Goal: Support legislation, regulations and funding that would preserve local option authority where needed to deploy community broadband systems to ensure community access to critical broadband services.

Talking Points:

- High speed Internet access is essential to economic development, and allowing counties to deploy broadband infrastructure and services will help attract, retain and grow commerce.
- As technology plays a larger role in the classroom, county-supported broadband services can help connect students both in the classroom and at home. This ensures critical learning opportunities are not missed when students lose access to research capabilities, homework support, and lessons in homes without affordable broadband Internet.

Requested Action: Grant local authority to support broadband connectivity for residents, students and businesses through policies and funding that allow counties to invest in community broadband infrastructure and Internet services.

Background: Session Law 2012-86 allowed counties to provide grants to Internet service providers to expand broadband access; however, local governments are constrained by Session Law 2011-84 from establishing or supporting telecommunication services, particularly broadband Internet service. The law specifically prohibits local governments from establishing broadband service and setting prices below the cost to provide service, and requires any municipal broadband to make payments equivalent to taxes and fees paid by for-profit providers.

Counties in North Carolina have expressed interest in establishing broadband infrastructure and supporting connectivity to existing broadband services, but are constrained under current law. Two municipalities in North Carolina, Wilson and Salisbury, provide broadband Internet service. Salisbury's fiber optic service serves around 3,000 customers. Wilson's service reaches around 7,000 customers. These are some of the only areas in the state offering a 1 gigabyte connection speed. Wilson's provider has plans to expand services; however, it is prohibited by S.L. 2011-84 from growing beyond Wilson County to neighboring counties where a demand for broadband access exists. The City of Wilson has petitioned the Federal Communications Commission to overturn North Carolina's law.

For more information on this issue please contact Hugh Johnson at (919) 715-7659 or hugh.johnson@ncacc.org

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number:

INFORMATION

Meeting Date: March 2, 2015
Attachments:
Submitted By: Various Department Heads

ITEM TITLE: INFORMATION

SUMMARY:

- A. Library Report - Feb 2015
- B. Eastern MPO-RPO Coalition.
- C. NCACC Legislative Bulletin – 2/13/2015
- D. NCACC Legislative Bulletin – 2/20/2015
- E. Albemarle Commission - Monday Morning Briefing – 2/16/2015
- F. Albemarle Commission - Monday Morning Briefing – 2/24/2015
- G. New Medical Fee Schedule
- H. 97th Civil Affairs Letter of Notification
- I. ECBH & CoastalCare - Consolidation
- J. Sales Tax - Revenue Collection Report
- K. Finance Dept –Line Item Transfer

RECOMMENDATION:

Information Only

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

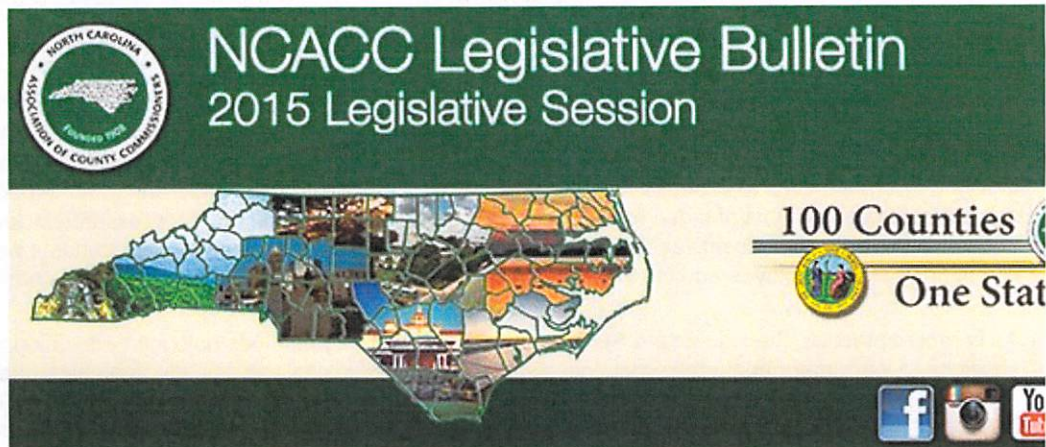
Camden County Public Library
Library Report to Board of County Commissioners
February 1-21, 2015

- **Visitor Count:** 1131
- **Days/Hours Open:** 17/145
- **# Items in Collection:** 11,113 (Opening Day Collection # Items = 4755)
- **Total Check Outs/Renewals:** 2030
- **Library Card Holders:** 2024
- **Computer/ Wireless Use:** 267
- **Juvenile Programs :** 9 programs /103 attendance
- **Adult Programs :** 2 programs /7 attendance
- **Meeting Room:** 3 reservations /33 attendance

- **Accessibility/Connectivity Criteria:** We feel the current way this criteria is measured does not successfully address the aim for which it was created. We would like the scores to expressly reflect providing rural areas that have few employment opportunities better connections to jobs and job opportunities, as well as expanding the focus to health care, education and recreation.
(The work group has discussed using the new statewide model to calculate this, however the statewide model includes very few SR routes and this model would not serve Division Need projects until SR routes are included in the model. Model needs to be vastly expanded before we are comfortable using it)
- **Multi-modal Criteria:** This criteria is trying to measure too many things. In particular it is focusing on moving people and moving freight. We would like to see current multi-modal criteria split into two areas; one for people moving (rail and transit depots, multi-modal centers) which could stay under the multi-modal name and one for freight movement (agriculture, ports) which could become the freight criteria named in the STI legislation. Additionally, we would like to see military facilities considered in the multi-modal and freight criteria
- **Hurricane Evacuations:** Based on NC Gen Stat § 136-102.7. which sets the standard for any bridge or highway construction project to allow for evacuations to occur in under 18 hours we feel this need to be incorporated into the SPOT scoring process so we can ensure our planning and projects are adhering to this standard.
- **Unique Formulas for Regional and Divisional Scoring:** As a member of Region A or B and Division 1, 2, 3, or 4 our MPO and RPO participated in choosing the criteria and the forming of our weights, in collaboration with our neighboring organizations and Division Engineers. The ability to tailor the weigh each criteria laid out in STI counted for our highway projects was something we appreciated and would like to see that opportunity provided to us again.
- **Ferry Systems:** Given that the ferry system makes connections along Regional Impact routes and provides a unique experience for the residents and visitors of North Carolina, adding to the character and attractiveness of the coastal area as a destination, we would like to see all ferry projects eligible at the regional impact level as well as the division needs level.
- **Short Line Rail lines:** Currently privately operated rail short lines are not eligible for funds under STI. This is problematic because there are state owned short lines at both of the NC ports that are contracted for operation by private companies. These short lines being state owned and serving major state facilities should be able to compete for funds in STI.
- **New Revenue Streams:** The major problem influencing investment is a lack of available funds for transportation infrastructure, whether it be capital improvements or maintenance. The gas tax is a declining revenue and needs to be supplemented or replaced. We are hearing the General Assembly will be discussing this in their current

session but does NCDOT have any suggestions, recommendations, or preferred path towards financial stability to address transportation needs?

- **Transportation Network Corridors Plan and the 25 Year Vision:** Both of these documents focus on many of the concerns we have along US 70 and US 17, such as fostering growth at the ports, and supporting the military mission. There are obvious connections and improvements that need to be made along these corridors to support those concerns and the growth of North Carolina in general. How can the NCTN Plan and the 25 Year Vision be tied to STI and the prioritization process to ensure their recommendations are being realized?
- **Existing Investment in Projects:** There are a number of significant projects that have obtained, or are close to obtaining, the necessary documents and permits to move forward with right of way acquisition and construction. However, some of these projects did not score well and are not in the draft STIP. How do we ensure that these projects continue to move forward and significant investment already made in them does not go unfulfilled?



Saine tells NCACC Committee that House probably won't consider major tax reform this session

The NCACC Tax and Finance Steering Committee met Thursday and heard from House Finance Co-Chair Jason Saine (right) and Secretary of Cultural Resources Susan Klutz. Rep. Saine was asked about a proposal being discussed by members of the Senate to change how the local sales taxes are distributed to counties and cities. Rep. Saine said the House wants to assess the full impacts of the changes that were approved last session before making any more significant tax reform changes this session. Secretary Klutz continued her statewide tour in support of reinstating the historic preservation tax credits. She said that the credits had been used in 90 of 100 counties and were important to preserve the state's historical landmarks and buildings. She told committee members that she believes she is making progress in the General Assembly and urged county commissioners to contact their legislators in support of these tax credits.



Rep. Jason Saine met with the NCACC Tax and Finance Steering Committee on Thursday and told them that the House is probably not going to consider any more significant tax reform changes this session.

Joint Appropriations Begin State Budget Cycle

The full Appropriations Committees met jointly on Thursday to hear the consensus forecast on revenues expected through the remainder of the fiscal year and those to support initial budget proposals for 2015-16, including the Governor's biennial budget. The General Assembly's Fiscal Research Division and the Governor's Office of State Budget and Management traditionally integrate their independent forecasts to arrive at a consensus forecast.

Through January, statewide revenue collections are \$215 million below the budget's \$11.8 billion target or roughly 1.3%. This shortfall in collections is expected to continue throughout the remainder of the fiscal year, resulting in current year revenue collections \$271 million below budget. Personal income taxes are down 5.8% through January. Sales taxes are ahead of target by 2.3%.

Overall, the consensus forecast projects a 2.9% increase in 2014-15 revenues above 2013-14 actuals, and 3.3% estimated growth in 2015-16. Higher growth is expected in the second year of the biennium, rising to 4.1% year over year. These forecasts are predicated on expected April personal income tax collections and lower refunds, with uncertainty in trending due to the fundamental changes in the state's income tax structure legislated in 2013.

Joint Appropriations also considered the expenditure side of the equation, with staff presentations on the 2014-15 state budget expectations and the outlook for 2015-16. Staff anticipate that the \$271 million revenue shortfall can be managed within current budget spending patterns. Preliminary 2015-16 base budget amounts of \$20.9 billion in comparison to the revenue forecast are projected to provide \$540 million in expansion dollars, but that excludes Medicaid growth, school enrollment growth, and earlier legislative commitments to increase teacher base pay to \$35,000. All told, these and other expected commitments eat up most of these expected expansion funds. Additional budget pressures include economic development incentives, historic tax credits, and public schools drivers' ed, to name a few, not considering state employee and teacher pay increases or demands for increased courts system funding.

As in recent practice, the House and Senate appropriations subcommittees held joint educational sessions to learn more about their respective areas of substance, including briefings on past budget actions and current status of programs and services. Prior to their convening, subcommittee chairs were given guidance for procedure, and subcommittees were provided protocols for committee consideration of external testimony. Subcommittee chairs were asked to maintain transparency within committee deliberations, to include open meetings and online document posting. They are to consult with other subcommittees for cross-cutting issues but are to refer to the full Appropriations chairs issues related to salary items, debt service, capital and other statewide matters.

Initial work within the joint subcommittees include plans to evaluate programs and services within their area of jurisdiction. Issues to be considered are whether the programs fulfill a constitutional requirement or are mandated by federal or state statutes. Are the programs appropriately funded? If funding is too high, subcommittees are asked to reduce funding levels, and if too low, to eliminate the program in its entirety or to fund the program's core services. Measures to manage growth or expenditures in mandatory services should be considered, and non-mandatory programs should be prioritized.

Joint HHS Appropriations Subcommittee Shifts Focus from Paying to Investing

The joint Health and Human Services Appropriations Subcommittee changed its approach to program review and organized its workplan to consider program outcomes by shifting its focus from Paying to Investing. In staff presentations, the committee heard that while the nation as a whole spends twice as much on healthcare than other nations, its investments result in poorer outcomes. Fewer funds are made available in North Carolina for public health -- \$51 per capita in N.C. v. \$94 nationally. Overall, North Carolina ranks 37th nationally in health outcomes.

Within its workplan, the subcommittee will consider evaluations on integrating substance abuse facilities into LMEs and revising child-support incentives to improve county performance. The subcommittee will look at health outcomes and evidence-based policy making. It will also consider how North Carolina pays healthcare providers.

Senate committee approves unemployment bill vetoed by Gov. McCrory in 2014

A bill that would make several changes to the laws regarding unemployment insurance (UI) benefits passed the Senate Finance Committee this week. [S15](#) (Unemployment Insurance Law Changes) contains much of the same language that was included in a bill that was approved by the General Assembly last year and then vetoed by Gov. Pat McCrory. The bill would authorize the Division of Motor Vehicles (DMV) to disclose Social Security numbers to the Division of Employment Security (DES), for purposes of verifying employer and claimant identity. It amends the "actively seeking work" requirement to mandate that UI recipients make at least five job contacts with potential employers during the week. Existing law requires recipients to seek work on at least two different days during the week and make at least two contacts with prospective employers.

The bill would enact a new section establishing a Board of Review that would determine appeals policies and procedures and hear appeals arising from decisions and determinations of the DES. Notably, these are the same provisions to which Gov. McCrory objected in his veto message to the General Assembly regarding H1069.

[S15](#) reported favorably out of Senate Finance on Feb. 11 and is scheduled to be heard in the Senate on Feb. 17.



The Senate voted 35-15 this week to approve changes to the state's gas tax.


Senate approves bill to modify gas tax


The Senate voted 35-15 Thursday to approve a bill that makes substantial changes to the state's gas tax over the next few years. [S20](#) (IRC Update/Motor Fuel Tax Changes) lowers the gas tax from 37.5 cents/gallon to 35 cents/gallon effective March 1. Beginning Jan. 1, 2016, the gas tax will adjust annually based on changes to the average wholesale price of gas.


Currently the state's gas tax is a combination of a flat tax of 17.5 cents/gallon plus a 7 percent tax on the average wholesale price of gas that adjusts every six months as gas prices fluctuate. This bill keeps the flat tax and raises the wholesale tax on gas from 7 percent of the average wholesale price of gas to 9.9 percent. Under this bill, the tax will adjust every 12 months as gas prices fluctuate.

The short-term reduction in gas tax will cost the state about \$33 million. DOT will have to eliminate 550 positions to make up for the reduction in funds. General Assembly staff estimates the changes will raise \$1.2 billion in additional funds for transportation projects over the next four years. This would meet one of NCACC's legislative goals to support expanded state funding streams for public infrastructure.

The bill also contains technical provisions updating state tax code to accommodate changes to the federal tax code. The bill is now in the House of Representatives where it has not yet been referred to committee for consideration.

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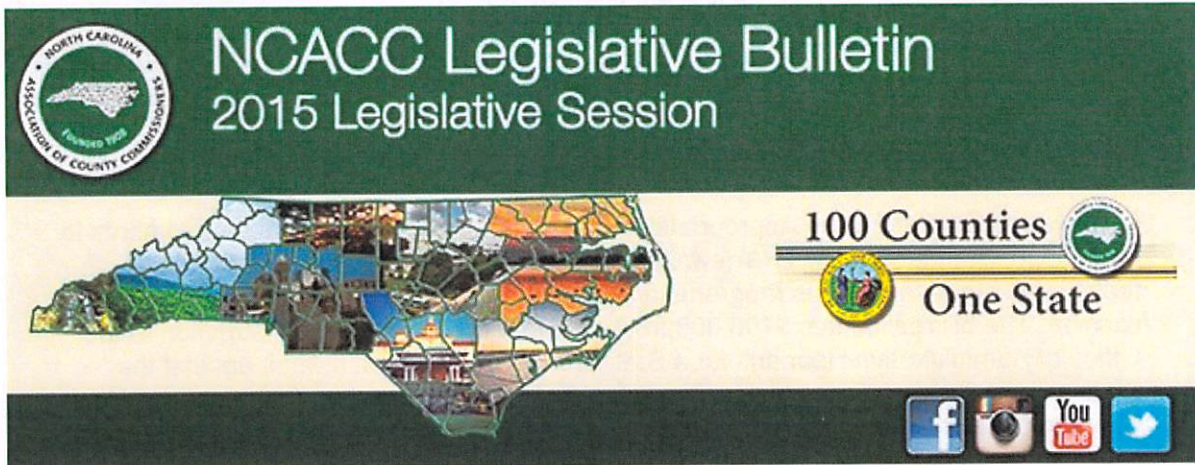
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The banner features a green header with the NCACC logo on the left and the text "NCACC Legislative Bulletin 2015 Legislative Session" in white. Below the header is a map of North Carolina divided into counties, with various images of local scenes overlaid. To the right of the map, it says "100 Counties" and "One State" with a small NCACC logo. At the bottom right, there are social media icons for Facebook, Instagram, YouTube, and Twitter.



The Albert Coates Local Government Center after a snow and ice storm swept through the Capital City earlier in the week.

Legislature on ice after winter storm

A winter storm that dropped a significant amount of ice and snow throughout North Carolina on Monday and Tuesday put a severe freeze on activity at the General Assembly this week. Only seven bills were filed in the House, including two more local school calendar bills, and 20 bills were filed in the Senate this week.

The weather limited both chambers to mostly non-voting sessions, and while Joint Appropriations committees and policy committees were scheduled to meet throughout the week, most were cancelled due to the weather. On Thursday the Senate did take a final vote on [S15](#) (Unemployment Insurance Law Changes), passing the bill 40-6. The bill makes several changes to the laws regarding unemployment insurance (UI) benefits and contains much of the same language that was approved by the General Assembly last year and then vetoed by Gov. Pat McCrory. The bill is now in the House and has not yet been referred to a House committee.


Barring additional weather delays, the General Assembly should pick up activity next week. The House returns Monday at 1 p.m. while the Senate reconvenes at 4 p.m. On


Tuesday, Joint Appropriations committees will continue discussing budgetary items, and policy committees will begin debating substantive legislation.

House makes changes to S14

On Wednesday, the House Appropriations committee approved several amendments to [S14](#) (Acad. Standards/Rules Review/Coal Ash/Funds), a Senate bill that directs or reallocates funds for various programs and issues that began in the last legislative session. The bill reallocates \$100,000 from the Department of Public Instruction to the Office of Administrative Hearings for a State Board of Education lawsuit against the State's Rules Review Commission. The bill also allocates \$275,000 for the Academic Standards Review Commission and \$630,000 to the Department of Public Safety to support the Coal Ash Management Commission as part of last session's Coal Ash Management Act.

The House added funds for the State's Health Information Exchange for providers and a provision giving the Department of Public Instruction flexibility in reallocating the Board of Education's lawsuit funds. The House changes also clarify and extend the hazardous dam inspection process under the Coal Ash Management Act and allow State officers to serve on the governing board for the State's new Economic Development Partnership. The bill is scheduled to be considered on the House floor next Tuesday.

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Monday Morning Briefing

February 16, 2015

Contact: Cathy Davison, Executive Director
252-426-5753 ext. 227

Administration

I continue to provide stewardship reports to the counties within the Region regarding the services they are provided by the programs of the Albemarle Commission. Staff had the opportunity to meet with Representative Tine on Friday at the Dare County NC Works Career Center to discuss the Albemarle Commission's services, particularly with a focus on workforce development and economic development, as well as HCCBG funding. It is important that the Commission get our message out on how we are relevant to the region in supporting our Counties as they enhance the quality of life for their residents and businesses. And, with the General Assembly back in session, I will be meeting with the Region's legislative representatives to discuss the needs within the region, as well as the services of the Albemarle Commission in its role as a Council of Government.

The Albemarle Commission will be hosting a Records Retention Training for local governments (towns, counties, council of governments) on **March 5th** in our Hertford office. The flier is attached for your convenience.

I was able to finalize the scope for strategic planning retreats services that the Albemarle Commission may offer to the counties and towns within our Region. Again, this is an exceptional way that the Commission can provide service to our members.

Mark your calendars, the NC Regional Council of Governments, along with the Department of Commerce and the Economic Development Administration will be hosting an NC Tomorrow: Building Communities for Tomorrow's Jobs on April 27th and 28th in Raleigh. Registration opened on February 15th and you can register at www.ncregions.org The flier is attached for your convenience.

Economic Development / Revolving Loan Fund

Work continues on the regional economic development plan. As a reminder, this plan is the Commission's Comprehensive Economic Development Strategic for the Region, as required by the Economic Development Administration.

We continue to work with the SBTDC with promoting the Revolving Loan Fund and looking at methods we can put a comprehensive funding package together for businesses within the region that are looking to expand.

As you are aware, aviation is one of the clusters for our Region. The NC Aerospace Supplier and Advanced Manufacturing Summit will be on August 5 and 6, 2015. This may be of interest to firms in your area and may be something that is helpful to distribute to your member governments and partners. For more information, a link to the Summit is available at <http://www.ncmbc.us/2015ASAM.php>.

AAA and Senior Nutrition



The Albemarle Commission Senior Nutrition Program is participating in the national March for Meals campaign, which is an annual month-long event, sponsored by the Meals On Wheels Association of America. It is designed to generate public awareness about senior hunger and isolation and to celebrate the invaluable services provided by the more than 5,000 Meals on Wheels programs across the country. This annual campaign is also intended to help recruit new volunteers from our community and to increase fundraising from local businesses and supporters. As local elected officials and administrators, **you are a recognizable and strong voice in our community and we would be honored if you could participate in the March for Meals campaign by delivering meals to our senior clients during our Community Champions Celebration during the month of March.** In doing so, you can connect with the seniors we serve and help the Albemarle Commission Senior Nutrition Program gain much-needed visibility for this cause.

Your official invitation will be in the mail soon. We hope that you will join us in our efforts to end senior hunger and isolation in our communities.

It's not too late to volunteer to help with the Senior Games. Be a part of this rewarding program supporting the Seniors within our Region.

Workforce Development

It is exciting to report that interviews completed this week for the Training and Employment Specialists, as well as the Business Services and Economic Development Coordinator positions, we will be fully staffed once the administrative process is finalized. Please note that the Workforce Development Board will hold their planning retreat at the end of February.

RPO

The RPO Director has been quite busy and provides the following update:

The Draft Planning Work Program (PWP) for FY 15-16 has been submitted to the Transportation Planning Branch (TPB) for approval. I don't anticipate any concerns from the TPB regarding the PWP and it will be considered for final approval by both ARPO Boards at our April 22 meetings.

Senate Bill 20 would cut the gas tax on March 1, to 35 cents per gallon – and set 35 cents as a floor to prevent the tax from falling further in the future.

It passed the Senate Thursday afternoon and is headed through the House quickly. The full article can be found below:

<http://www.wral.com/gas-tax-changes-head-for-senate-vote/14437302/>

Governor McCrory and Secretary Tata are asking the NCGA to try to review the NCDOT layoff requirement in the Bill as the NCDOT has already laid off 2,100 employees in the past 5 years and well as increased the efficiency of the Department. This Bill is also, what Secretary called, a defensive move to shore up transportation funds immediately and the NCGA continues to look into long term solutions for transportation infrastructure revenue.

House Bill 74 has been introduced to study the oversight of MPO's and RPO's and their role in Transportation Planning process. I have contacted Representatives Steinburg, Tine, Hunter and Senators Cook and Smith-Ingram to see if they have further information on the Legislation. RPO Directors across the State are also contacting their Legislators as well.

<http://www.ncleg.net/gascripts/BillLookUp/BillLookUp.pl?Session=2015&BillID=HB+74&submitButton=Go>

MPO and RPO Directors, along the US 70 and US 17 corridors, were asked to attend the US 70/US 17/Secretary Tata meeting in New Bern on Friday February 13 to support our Association members should they have questions about funding for specific projects in their respective counties. The Eastern MPO/RPO Coalition is asking for changes to the accessibility/connectivity criteria, multi-modal criteria, the addition of evacuation criteria, unique formulas for Regional and Divisional scoring, new and replacement ferry vessel funding out of the Regional funds, short line rail lines to be eligible for funds under the STI, new revenue streams, incorporation of the Transportation Network Corridors Plan and the Governor's 25 Year Vision into the scoring process, and ensuring existing projects with permits completed and ready to move forward with right-of-way acquisition get funded for construction. I continue to work with the SPOT 4.0 work group on issues the TCC and TAC Boards would like addressed in SPOT 4.0 as well.

During the meeting, Secretary Tata stated the NCGA is and will continue to discuss long term solutions for revenue to dredge the Moorehead City Port and Oregon Inlet. The State received money from the Army Corps of Engineers which will cover about 2 years of dredging work in

January. The Secretary has also finished lining up support for the US64/US17 Interstate designation and met with Congressman Butterfield about it at the end of January.

The SPOT 4.0 work group continues meeting to discuss the SPOT 4.0 process.

- The work group is open to using seasonal traffic counts as criteria if it can be calculated. They are working with ITRE for more information.
- The work group has decided against using evacuation as a criteria in SPOT 4.0. However, we, on the Eastern MPO/RPO Coalition, continue to push for evacuation to be used as a criteria.
- We do have support from the Eastern MPO/RPO Coalition to let new and replacement ferry vessels compete at the "Regional" pot of money instead of just the "Division" pot in SPOT 4.0.
- The SPOT 4.0 work group will meet once a month through May and I will provide more information as it becomes available.

At the US 70 US17 Association meeting on Friday, Secretary Tata stated he believes evacuation criteria should be used in SPOT 4.0 and will speak with the SPOT 4.0 work group again in hopes they will change their minds. He also said seasonal congestion will be used as a criteria in SPOT 4.0.

Upcoming Commission Calendar

February 19th NWDB Consortium Meeting
 February 19th Albemarle Commission Board Meeting
 March 5th Records Retention Training

Executive Director Weekly Schedule

Monday

- Regional Aging Council
- Chowan County Board of Commissioners

Tuesday

- Legislative Meetings in Raleigh

Wednesday

- Pasquotank/Elizabeth City Economic Development Commission

Thursday

- NWDB Consortium
- Albemarle Commission Board Meeting

Friday

- U.S. Fish and Wildlife Ecotourism Meeting

Grant Opportunities

- [EDA releases solicitation announcing funding for Public Works and Economic Adjustment Assistance Programs](#)

The U.S. Department of Commerce's Economic Development Administration (EDA) released its solicitation announcing funding for the Public Works and Economic Adjustment Assistance programs. EDA's Public Works and Economic Adjustment Assistance programs provide grant funds to help distressed communities access resources to advance key infrastructure and related projects that will lead to long-term job creation and private investment. EDA awards are competitively made. Competitive applications under this FFO will have a clear and eligible scope of work, committed Matching Share funds (generally 50% or 1:1 Matching funds are required), commitment letters certifying job creation estimates from private sector firms, and a clear link between the proposed project and the region's CEDS and broad development goals. **Upcoming grant deadlines for submission of an application are March 12, 2015 and June 12, 2015.** For more information, please go to: <http://www.eda.gov/funding-opportunities/> or <http://www.grants.gov/web/grants/view-opportunity.html?oppId=273468>.

- [Oak Foundation and Melville Charitable Trust seeking proposals for Connections Project](#)

The Oak Foundation and the Melville Charitable Trust are supporting The Connections Project, a three year place-based initiative designed to help communities increase employment opportunities for homeless jobseekers. These foundations have issued an RFP seeking up to five communities who will be selected to participate in the inaugural pilot to plan, implement, and strengthen systems that have the potential to increase long-term job prospects of homeless jobseekers. Letters of intent are due by February 20, 2015. For more information, please go to <http://www.heartlandalliance.org/ntjn/nceh-connections-project.html>.

- [FEMA announces reminder about funding for Staffing for Adequate Fire and Emergency Response \(SAFER\)](#)

The Federal Emergency Management Agency has issued a reminder about the funding available through its Staffing for Adequate Fire and Emergency Response program. Applications are due by March 6, 2015. For more information, please go to: <http://www.fema.gov/media-library/assets/documents/101125>.

Training Opportunities

- [SBA to host webinar on Business Development and Government Contracting](#)

SBA is hosting a free webinar on **Tuesday, February 24 from 10:00am – noon** to help small businesses learn what federal and non-federal opportunities exist, where such opportunities can be found, and how to apply. To register for this event, please email nc@sba.gov.

- [Sonoran Institute to host webinar on creative approaches to economic development](#)

The Sonoran Institute is hosting a free webinar entitled "Creative Approaches to Economic Development: What it Takes to Attract and Retain Businesses in Today's Economy." This webinar will be held on **Wednesday, February 25 from 2:00pm-3:00pm**. To register, please go to: https://attendee.gotowebinar.com/register/6056399581654214146?utm_source=Community+Builders+Webinar%3A+Creative+Approaches+to+Economic+Development&utm_campaign=PV+Panel+Webinar&utm_medium=email.

- IEDC to host webinar on IMCP Round 2 Opportunity

The IEDC will hold a free webinar on **Friday, February 20 from 2:00pm-3:30pm** to communicate key information about the next IMCP competition. Interested communities are encouraged to participate. To register, please go to: <https://attendee.gotowebinar.com/register/7801301445195303426>.

- **REMINDER:** CFDA hosts webinar on Financing Tools for Transformation

CFDA will be hosting a webinar on **February 19, 2015 at 2:00pm ET** entitled "Financing Tools for Transformation." This webinar will specifically highlight communities that have been able to transform former brownfield sites into economic assets, and how various tools can be leveraged to finance this. To register for this event, please go to: <https://www.cdfa.net/cdfa/webcasts.nsf/register>.

Reading and Reports

- BEA to release more regional economic statistics

The Bureau of Economic Analysis at the U.S. Department of Commerce recently announced its intent to release greater regional economic data to support effective decision-making. Many communities have experienced the frustration of data suppression due to requirements to protect business and individual data in small communities. New internal models that the agency is using and beginning to employ will slowly result in less data suppression – in fact, the agency estimates that approximately 33% less data will be suppressed as the new models are utilized. This is good news for data users --- particularly economic development officials at the local and regional level in rural communities. For additional information, please go to: <http://blog.bea.gov/2014/12/09/bean-operational-improvements-enable-agency-to-publish-more-regional-economic-statistics/>.

- Government Executive releases e-book highlighting effective strategies to support efficient governing

Government Executive has released an e-book that highlights various strategies that public entities are adopting to become more efficient and effective at governing and executing their mission. While the book tackles a range of issues, most relevant for economic development is the potential lessons learned about data management, measuring performance, and interagency cooperation. This may be of interest to you or your member governments. To access the e-book, please go to <http://www.govexec.com/reports/making-government-work/103779/?oref=Blast>.

- SelectUSA announces Availability of State Business Incentive Database

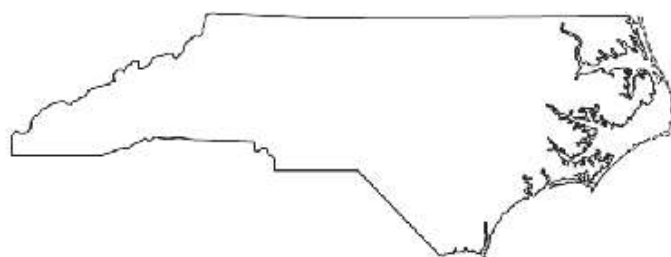
SelectUSA has announced the launch of the State Business Incentives Database, a national database created by the Council for Community and Economic Research (C2ER). With almost 2,000 programs from all 50 states, DC, and federal agencies, the database gives economic developers, business development finance professionals, and economic researchers a convenient resource for searching and learning about state incentive programs. To access the database, please go to <http://selectusa.stateincentives.org/?referrer=selectusa>.

- SBA releases Small Business Profile for States

The U.S. Small Business Administration (SBA) has released its annual Small Business Profile of each US State. This report has good information on the health of small businesses in NC that

may be of interest. To access the report, please go to <https://www.sba.gov/sites/default/files/advocacy/NC.pdf>.

- Brookings releases new report on Advanced Industry Sectors in US
The Brookings Institution released a new report highlighting the importance of the advanced industries sectors to the overall economy. The report provides important information on what this industry is comprised of, the key characteristics, and the opportunities and challenges for future growth. To access the report, please go to http://www.brookings.edu/~media/Research/Files/Reports/2015/02/03%20advanced%20industries/final/AdvancedIndustry_FinalFeb2lores.pdf.
- US Patent and Trademark Office Patent Pro Bono Program is a resource that may be of use in your community
The US Patent and Trademark Office (USPTO) administers a Patent Pro Bono Program that may be of interest to you and your region. To learn more, please go to <http://www.ncbar.org/public-resources/nc-leap>.



Managing Public Records



March 5, 2015
9:30am – 12:00pm
Albemarle Commission
512 South Church Street, Hertford

Records Analysis Unit
Government Records Section



The Government Records Section invites representatives from local government agencies to participate in our upcoming workshop on mandated responsibilities and best practices for the management of records in North Carolina state government.

This workshop will provide an overview of four topics:

- Records Retention and Disposition Schedules – this section will answer questions such as “What is records management?” and will introduce the development and usage of a records retention and disposition schedule. This section also provides an introduction to public records law and public access.

- Electronic Records and E-mail – this section will focus on the problems associated with electronic records and will provide advice on how to protect those records to insure their accuracy, reliability, and security. This section also offers tips and tricks to help you identify and manage your e-mail records in accordance with public records law.
- Filing and Organization – this section provides examples of how to organize and maintain active paper and electronic files in an efficient, easy-to-use system.
- Scanning – this section provides guidance on how to begin a scanning program, including pros and cons and technical considerations.

NC TOMORROW
BUILDING COMMUNITIES
FOR TOMORROW'S JOBS



2015 SUMMIT

SAVE THE DATES

APRIL 27 - APRIL 28

North Raleigh Hilton

Raleigh, North Carolina

Building on the 2014 Report: North Carolina Regional and Statewide Strategies For Comprehensive Community And Economic Development, the **2015 Summit** will offer best practices, case studies and skill-building workshops for:

- **elected officials**
- **community and business leaders**
- **local and regional planners**
- **local and regional economic developers**
- **city and county managers**

A mix of government and private sector leaders will lead the way for this first-time, two-day **2015 Summit**.

Registration Opens 2/15/15 at:

NCREGIONS.ORG



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Albemarle Commission
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Cell: (252) 312-2196
Fax: (252) 426-8482
Email: cdavison@albemarlecommission.org
Web: www.albemarlecommission.org



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Gatesville, Hertford, Kill Devil Hills, Kitty Hawk, Manteo,
Nags Head, Plymouth, Roper, Southern Shores, and

Angela Wooten

Subject:

FW: ALBEMARLE COMMISSION: Monday Morning Briefing



Monday Morning Briefing

February 24, 2015

Contact: Cathy Davison, Executive Director
252-426-5753 ext. 227

Administration

Work on the Budget continues with program budgets due on Friday, February 27th.

The Albemarle Commission will be hosting a Records Retention Training for local governments (towns, counties, council of governments) on **March 5th** in our Hertford office. There is no charge to attend this training. This is an exceptional training provided by the State in order to inform staff on what to keep and what to recycle within a set timeframe. I look forward to seeing many of your staff members in attendance. The upcoming workshop will cover mandated responsibilities and best practices for the management of records in North Carolina state government.

This workshop will provide an overview of four topics:

- Records Retention and Disposition Schedules – this section will answer questions such as “What is records management?” and will introduce the development and usage of a records retention and disposition schedule. This section also provides an introduction to public records law and public access.
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Mark your calendars, the NC Regional Council of Governments, along with the Department of Commerce and the Economic Development Administration will be hosting

an NC Tomorrow: Building Communities for Tomorrow's Jobs on April 27th and 28th in Raleigh.



[Register Here](#)

Economic Development / Revolving Loan Fund

The action plan for the revolving loan fund is being reviewed by EDA in an effort to utilize more available funds to enhance business expansion within the Region. As a part of our action plan, we continue to work with the SBTDC with promoting the Revolving Loan Fund and looking at methods we can put a comprehensive funding package together for businesses within the region that are looking to expand. The work on the regional economic development plan continues. It is anticipated that a draft of goals and objectives will be sent out to county managers and county economic developers by the end of March.

AAA and Senior Nutrition



The Albemarle Commission Senior Nutrition Program is participating in the national March for Meals campaign, which is an annual month-long event, sponsored by the Meals on Wheels Association of America. It is designed to generate public awareness about senior hunger and isolation and to celebrate the invaluable services provided by the more than 5,000 Meals on Wheels programs across the country. This annual campaign is also intended to help recruit new volunteers from our community and to increase fundraising from local businesses and supporters. As local elected officials and administrators, **you are a recognizable and strong voice in our community and we would be honored if you could participate in the March for Meals campaign by delivering meals to our senior clients during our Community Champions Celebration during the month of March.** In doing so, you can connect with the seniors we serve and help the Albemarle Commission Senior Nutrition Program gain much-needed visibility for this cause.

It's not too late to volunteer to help with the Senior Games. Be a part of this rewarding program supporting the seniors within our Region. Call Ashley Lamb at 426-5753 ext. 232

Workforce Development

It is official; we have hired a Business Services and Economic Development Coordinator. Emily Nicholson will be joining our staff shortly, filling the position left vacant when Dave Whitmer was promoted to Workforce Development Director.

As required by WIOA (Workforce Innovation Opportunity Act) the RFP for program services has been sent out. Based on the RFP, the program services must be provided utilizing current Workforce Development staff.

The Northeastern Workforce Development Board will host its board retreat this coming Friday and Saturday. It will be a time for board training and program direction based on what is known about the regulatory requirements of WIOA.

RPO

RPO Director, Angela Welsh provides the following update:

CTP work still continues for ARPO member counties. The Dare County CTP has been submitted for adoption by the Board of Transportation at their March meeting. Washington, Chowan and Gates County CTP's should be ready for adoption by their local Boards in the late spring/early summer. The Pasquotank CTP should be ready for local adoption in late summer. The Perquimans CTP is on hold due to a hiring freeze within the NCDOT-Transportation Planning Branch (TPB); however, I continue to work with the TPB to try to get a TPB engineer assigned to the Plan. I am hopeful we can schedule local adoptions of the Perquimans CTP by late summer. Once these CTP's are completed, and adopted by the Board of Transportation, all ARPO member counties will have an adopted CTP.

I also continue to work with the SPOT 4.0 work group regarding changes our region would like to see in the SPOT 4.0 process.

Other news important to the ARPO region:

HB 74 is an act to study the oversight of Metropolitan Planning Organizations and Rural Planning Organizations and their role in the transportation planning process. The bill was filed on February 11 by Representative Floyd, a Democrat from Fayetteville. As of now, it does not look like the bill will garner enough support to be fully vetted and debated. The bill can be found here:

<http://www.ncleg.net/Sessions/2015/Bills/House/PDF/H74v1.pdf>

SB 20 (Gas Tax bill) The Senate gave final approval in a 35-15 vote last Thursday to SB 20 which would cut the state gas tax this year before placing a floor of 35 cents. The rate floor is expected to raise a projected 1.2 billion for transportation related needs by 2019. It passed the first reading in the House on February 18 and was referred to the Appropriations committee. The bill can be found here: <http://www.ncleg.net/Sessions/2015/Bills/Senate/PDF/S20v0.pdf>

HB 93 is a bill to eliminate the establishment of tolls on ferry routes. I've attached an article from The Daily Advance regarding the bill and the bill can be found here: <http://www.ncleg.net/Sessions/2015/Bills/House/PDF/H93v0.pdf>

Bill nixes ferry tolls

By **Cindy Beamon**
The Daily Advance
Thursday, February 19, 2015
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Tweet

A bill to end tolling for all ferries in North Carolina reportedly was introduced in the General Assembly this week — just after the state had proposed funding cuts that would have made tolling more likely.

House Bill 93, sent to the House Transportation Committee on Wednesday, is at the beginning of the approval process. HB 93 still must pass through the House Transportation and House Appropriations committees to reach the House floor for a vote.

If approved, it would go to the Senate where "we face challenges," said lobbyists Joe and Henri McClees.

The pair were hired by Currituck County last year — and rehired this year — to fight against tolling of the Currituck-Knotts Island ferry and to lobby on Currituck's behalf in other matters.

"This is a good strategy because the N.C. Department of Transportation attempted, this month, to cut the Ferry Division annual budget by \$800,000," states a press release from the McCleeses, who are husband and wife.

"The internal cut was stopped, but if it had been implemented, DOT would have wanted to start tolling to create a revenue stream."

State Rep. Michael

Speciale, R-Craven, and state Rep. John Torbett, R-Gaston, were primary sponsors of the HB 93. State Reps. John Bell, R-Craven, Becky Carney, D-Mecklenburg, George Graham, D-Craven, Pricey Harrison, D-Guilford, and unaffiliated state Rep. Paul Tine of Dare County have signed on as co-sponsors.

An attempt to eliminate tolls failed last year in the General Assembly.

State Sen. Bill Cook, R-Beaufort, and a cosponsor introduced that bill.

TORY: [CITY EYES FIRST SMART GRID PROJECT IN APRIL](#)

The Tyrrell County Board of Commissioners adopted a resolution requesting construction of a new bridge across the Alligator River. The bridge is a part of the US 64 widening project Tyrrell County requested to be funded in SPOT 4.0 and the project did not score well enough for funding. The US 64 widening project is currently in the merger process for design and permitting. The project engineer will be meeting with Dare and Tyrrell counties in March to further discuss the request. An article regarding the bridge can be found here: <http://outerbanksvoice.com/2015/02/19/aging-swing-span-left-hanging-by-deferral-of-u-s-64-project/>

The NCDOT has signed an agreement with Bay State Cruise Company to charter the M/V Provincetown III for test runs of a potential passenger ferry route between Hatteras and Ocracoke Village on May 4-5, 2015. The announcement can be found here: https://apps.ncdot.gov/NewsReleases/details.aspx?r=10772#.VOY_nU6IyvY.facebook

Upcoming Commission Calendar

February 27th & 28th – NWDB Board Retreat

March 5th Records Retention Training

Executive Director Weekly Schedule

Monday

- Office

Tuesday

- Hertford Rotary Meeting

Wednesday

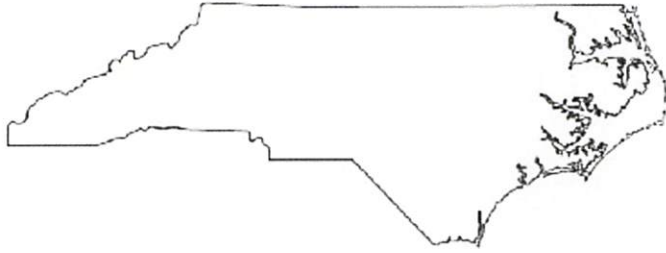
- Program Directors Meeting

Thursday

- Legislative Meetings in Raleigh

Friday & Saturday

- NWDB Board Retreat



Managing Public Records



March 5, 2015
9:30am – 12:00pm
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Records Analysis Unit
Government Records Section



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Cathy

Cathy Davison, ICMA-CM
Executive Director
Albemarle Commission

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Roper, Southern Shores, and Winfall

Angela Wooten

Subject: FW: For Release: New Medical Fee Schedule Expected to Save an Estimated \$27 Million in Annual Workers' Compensation Costs

Pat McCrory, Governor

Andrew T. Heath, Chairman



**NORTH CAROLINA
INDUSTRIAL COMMISSION**

February 23, 2015

**New Medical Fee Schedule Expected to Save an
Estimated \$27 Million in Annual Workers' Compensation Costs**

FOR IMMEDIATE RELEASE

Raleigh, N.C. - The North Carolina Industrial Commission announced today the approval of three administrative rules which significantly revise its Medical Fee Schedule. The revised medical fee schedule is expected to provide the state's workers' compensation system with \$27 million in annual savings and encourage increased access to medical care. The new rules were approved by the Rules Review Commission at its February 19th meeting. The rules were initially proposed by the Industrial Commission in November 2014 and were the subject of a public hearing held in December 2014.

The changes to fees for institutional services are scheduled to take effect on April 1, while the revised rates for professional services will take effect starting on July 1. This will allow insurance carriers and health care providers to transition to the new fee schedule as seamlessly as possible.

The new Medical Fee Schedule replaces an out-of-date fee schedule and was developed in response to legislation requiring the Industrial Commission to revise its medical fee schedule to use current Medicare reimbursement rates and payment methodologies. These fee schedule changes reflect a compromise agreement between insurance carriers, hospitals, physicians, and other medical care providers. As a result, maximum fees for hospitals and other institutional providers are set to decrease, while fees for physicians, nurses, and other professional providers will increase. These adjustments will ensure that every workers' compensation patient is provided with timely and open access to all necessary medical care.

An analysis by the National Council on Compensation Insurance (NCCI) projects that the new Medical Fee Schedule will result in approximately \$27 million in annual savings to the North Carolina workers' compensation system. This estimate is based upon 2013 written workers' compensation insurance premiums and self-insured employer data. These savings may continue to increase as North Carolina insurance carriers expand their workers' compensation premium base in response to the state's growing economy.

"The new Industrial Commission Medical Fee Schedule incorporates long needed revisions that will protect injured workers' access to healthcare while significantly reducing the overall cost of the workers' compensation system by establishing fair and reasonable fees for medical treatment," said Chairman Andrew T. Heath. "We understand that the \$27 million figure is an estimate, but this certainly is a very positive step. I'd like to thank all the stakeholders whose effort and insight made this greatly improved Medical Fee Schedule possible."

The Industrial Commission's Medical Fee Schedule Rules may be found [here](#).

Contact: Graham Wilson
Deputy Director of Communications
North Carolina Department of Commerce
(919) 733-5082

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DEPARTMENT OF THE ARMY
HEADQUARTERS, 97TH CIVIL AFFAIRS BATTALION (AIRBORNE)
BUILDING Z-4160 SOUTH POST ROAD
FORT BRAGG, NORTH CAROLINA 28310

January 12, 2015

Letter of Notification
Between Camden County, North Carolina
And The
97th Civil Affairs Battalion (Airborne)

County Manager
Michael Renshaw
330 US HWY 158 East
Camden, NC 27921

Mr. Michael Renshaw:

1. The 97th Civil Affairs Battalion (Airborne) requests support from Camden County for our unit's Mission Rehearsal Exercise (MRE) to be executed from March 29 to April 3, 2015. The unit requires realistic urban and rural areas where we can practice tactics, techniques, and procedures that our Soldiers will employ during Overseas Contingency Operations within foreign countries. Camden County, North Carolina offers an ideal setting for this training.

2. Specifically, we hope you will support our training by allowing our Soldiers to visit your county offices. The Soldiers of the 97th Civil Affairs Battalion (Airborne) would like to meet with members of the county's governmental services for the purpose of conducting assessments related to disaster preparedness and risk reduction. Meetings with county and local officials will be conducted during business hours, and every attempt will be made to minimize any disruption to normal county operations.

3. While in Camden County, the 97th Civil Affairs Battalion (Airborne) will:

a. Provide an operations brief to county officials prior to the execution of the training exercise.

b. If requested, provide daily updates to county officials regarding the exercise's training progress.

c. Conduct interviews with local officials, but will not publish their names. Interviewees may decline to answer any/all questions, whether of a personal or professional nature. Any information provided shall be on a voluntary basis and will be used for exercise purposes only. At the conclusion of the exercise, any associated information/documentation will be appropriately discarded.

d. Not gather nor electronically store any Personally Identifiable Information on any local official or member of the public. Only aliases of individuals voluntarily participating in the exercise shall be used.

e. Contact the County Manager or his/her delegated representative and provide results of the training exercise based on assessments conducted by the 97th Civil Affairs Battalion (Airborne).

f. Not carry firearms of any kind (government-issued or privately owned).

g. Will be dressed in casual or business casual civilian attire throughout the duration of the exercise. At no time, will Soldiers conduct themselves outside of their capacity as an exercise participant and service member in the United States Army.

h. Adhere to all local, state, and federal laws.

i. Use Geographical Information Systems to conduct topographical and hazards-based analysis of the county.


j. Not conduct any offensive or defensive combat training scenarios within county limits.


k. Immediately inform local authorities of any incident involving any member of the 97th Civil Affairs Battalion (Airborne).

4. Additionally, please contact me or my staff with regard to any incident that involves our Soldier(s) while in your county.

LTC Thomas Matelski, Commander	Work: (910) 908-0234
CSM Lawrence Janis, Command Sergeant Major	Work: (910) 908-0236
MAJ David Henning, Operations Officer	Work: (910) 908-0228
SGM Charles Burns, Operations Sergeant Major	Work: (910) 908-0225

5. The Point of Contact for this letter is SFC Ging Yeung (Battalion Civil Affairs Planning Team Sergeant) at Office: (910) 908-0223, mobile: 910-689-5956, or E-Mail: ging.yeung@ahqb.soc.mil. Thank you in advance for your support. We will be in contact with you soon.


THOMAS R. MATELSKI
Lieutenant Colonel, Civil Affairs
Commander
20150114
(Date)


MICHAEL RENSHAW
County Manager
Camden County, NC
1/23/2015
(Date)

CONSOLIDATION UPDATE



Collaborating to become one responsive team serving eastern NC

Volume I: Issue 1

February 2015

This newsletter is intended to keep you in the know about our progress in becoming a new organization serving eastern NC along the coast between the Virginia state line to the South Carolina border. We hope you share our enthusiasm for creating the best LME/MCO we can be together.

DHHS Approval Letter

CoastalCare and ECBH received a letter from Deputy Secretary Dave Richard dated February 9, 2015, approving the consolidation agreement and proposed governance structure.

With a population of at least 1,250,000, the consolidated organization meets statutory requirements to deviate from mandated Board structure. The proposed board structure and composition provides for an appropriate governance structure and was therefore approved. Each County Board of Commissioners must also approve the governance structure.

Consolidation Project Plan Progress

Consolidated functional teams are working together to accomplish the steps outlined for becoming a new LME/MCO by July 1. Here is a brief overview of progress we have made in various areas to date:

Functional Area	% Complete
Information Technology (IT)	20%
Finance	21%
Network	7%
Quality Management (QM)	24%
External Operations	21%
Communications	32%
Clinical Operations	21%

Mercer Consolidation Readiness Review

NC DHHS has retained Mercer Government Human Services Consulting (Mercer) to conduct an onsite review of the anticipated organizational merger and consolidation of waiver management responsibilities and service delivery system of CoastalCare (CC) and ECBH into a single prepaid inpatient health plan (PIHP).

Key management staff from both organizations will be available to participate during interviews at CC's administrative offices in Wilmington on April 14, 2015.

The onsite review will thoroughly assess the entities' capabilities to successfully perform all critical DHHS contractual requirements, including a status report on the following key activities:

Important Dates

April 14 - Mercer Consolidation Readiness Review, Wilmington

April 27 - CI Enterprise System Conversion

- Staffing and office location considerations
- Communication plan for members and key system stakeholders
- Network consolidation
- System consolidation
- Financial consolidation
- Data consolidation including authorizations
- Reporting consolidation
- P&P development
- Program integrity
- Identification of outstanding issues or anticipated barriers associated with merger
- Overall approach to overseeing and ensuring the successful consolidation into a single organization

Strategic IT Partnership

On December 11, 2014, CoastalCare, East Carolina Behavioral Health and Cardinal Innovations Healthcare Solutions announced a strategic Information Technology partnership that will bring ECBH and CoastalCare onto Cardinal Innovations' integrated business platform, Cardinal Innovations Enterprise (CI).

CI captures all required data from beneficiary demographics and treatment authorizations to provider claims and payments. It will provide increased ease of use for providers and staff and will facilitate a smooth, stable transition when the CoastalCare and ECBH consolidate in July 2015.

Consolidated Staff Meeting

CoastalCare and ECBH staff will come together for a Consolidated Staff Meeting on March 24. This will be an opportunity for new co-workers to put faces with names, begin to get to know reorganized functional area teams and learn information that affects all employees.

Creating a Consolidated Web Presence

The Communications Team is developing a new web site for the consolidated entity to launch July 1, 2015. The new site will look completely different from either existing site using the new Corporate Identity, color scheme and a distinctive layout and fresh content.

One of the major highlights will be a comprehensive, searchable Provider Directory encompassing the 24-county area. The new site will feature increased interactive capability and functionality, and will represent the consolidated brand, procedures and regional presence. Our goal is to provide an optimal visitor experience by making key information quick and easy to find.

Published jointly on behalf of CoastalCare and ECBH by
- Kate Murphy, Member Communication Specialist, CoastalCare
- Georgia Claxton, Communications Director, ECBH



February 19, 2015

Michael Renshaw, County Manager
Camden County
P.O. Box 190
Camden, NC 27921

Dear Michael Renshaw:

The Boards of Coastal Care, serving Brunswick, Carteret, New Hanover, Onslow and Pender Counties, and East Carolina Behavioral Health, serving Beaufort, Bertie, Camden, Chowan, Craven, Currituck, Dare, Gates, Hertford, Hyde, Jones, Martin, Northampton, Pamlico, Pasquotank, Perquimans, Pitt, Tyrrell, and Washington Counties, have entered into an agreement to consolidate our agencies. This consolidation, which will be effective July 1, 2015, is in line with the Medicaid Reform Plan developed by the NC Department of Health and Human Services and endorsed by Governor Pat McCrory. We believe that this consolidation will create an even stronger organization than we are currently as separate agencies and will position us to provide even better services to individuals in our twenty-four counties who need mental health, developmental disability and substance abuse services.

We recognize that as many positive aspects as we believe there are for the consolidation, there may be some concern that a larger agency will be less responsive to the needs of individual communities and to other partner agencies, such as county Departments of Social Services, Sheriff's Departments, etc. To address these concerns, we are planning to create three regions within the consolidated entity. The regions have been designed to balance, to the extent possible, the number of counties, total population and geography covered in each region. The largest region will include ten counties and the smallest will serve six. Each region will have a Regional Director and a Regional Advisory Board. We are proposing that the members of the Regional Advisory Boards be appointed by the Boards of County Commissioners of the counties served by the region.

The new organization will require the creation of a new Area Board. NC law permits Area Authorities with populations greater than 1,250,000 to design and appoint members to the Area Board in a manner different from that detailed in statute, with the approval of the Secretary of the Department of Health and Human Services (DHHS) and the constituent counties. We are proposing that the Area Board be comprised of members of the Regional Advisory Boards, appointed by the Regional Advisory Boards. This alternative governance structure has already received the required approval from the Secretary of DHHS. We are now seeking approval from the twenty-four county Boards of County Commissioners.

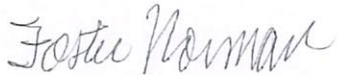
We have attached a PowerPoint slide deck that explains this proposal in greater detail. Also attached is draft Resolution we would request be adopted by your Board of Commissioners. We are requesting your feedback on this resolution and will be contacting the Clerk to your Board to



schedule a time when we may present this proposal to your Board. We would also appreciate your input on the best way to make that presentation – should we use the PowerPoint or not, and what other information might your Board wish to have in order to approve the resolution.

Thank you for your consideration of this matter. Please do not hesitate to contact us if you have any questions.

Sincerely,



Foster Norman, CEO
CoastalCare



Leza Wainwright, CEO
East Carolina Behavioral Health

cc: Don Hall, Board Chair, CoastalCare
Dr. Denuvo Robinson, Board Chair, East Carolina Behavioral Health
Mike Kupecki, Vice President, External Operations, East Carolina Behavioral Health
Bland Baker, Northern Regional Director



Resolution of Support for an Alternative Governance Structure for the Area Authority serving Camden County

WHEREAS, in accordance with N. C. General Statute § 122C – 115 (c1), the Area Board of CoastalCare, an Area Authority serving Brunswick, Carteret, New Hanover, Onslow and Pender Counties and the Area Board of East Carolina Behavioral Health, an Area Authority serving Beaufort, Bertie, Camden, Chowan, Craven, Currituck, Dare, Gates, Hertford, Hyde, Jones, Martin, Northampton, Pamlico, Pasquotank, Perquimans, Pitt, Tyrrell, and Washington Counties, have entered into an agreement to consolidate their agencies into a twenty-four county Area Authority serving all previously names counties; and

WHEREAS, the Secretary of the N. C. Department of Health and Human Services has approved this consolidation, as required by law; and

WHEREAS, N. C. General Statute § 122C – 118.1, which specifies the composition of an Area Authority Board, permits an alternative Area Board structure to be implemented 1) if the total population of the Area Authority catchment area exceeds 1,250,000 and 2) if the counties which comprise the Area Authority agree by resolution to an alternative structure; and

WHEREAS, the total population of the new Area Authority created by the consolidation of CoastalCare and East Carolina Behavioral Health is 1,260,778; and

WHEREAS, it is in the best interest of the residents of the twenty-four counties to approve an alternative governance structure for the consolidated Area Authority;

NOW, THEREFORE, BE IT RESOLVED, that we, the Camden County Board of Commissioners, do hereby approve the structure of the Area Board and the Regional Advisory Boards of the consolidated Area Authority, as outlined below.

To provide a local presence in the counties served and to assure that each county has input into the services received by its residents, the twenty-four county catchment area will have three regions. The regions have been designed to equalize, to the extent possible, the number of counties, population in the region, and overall square mileage of the regions. The three regions and the counties served are:

Northern Region: Bertie, Camden, Chowan, Currituck, Gates, Hertford, Martin, Northampton, Pasquotank and Perquimans Counties.

Central Region: Beaufort, Craven, Dare, Hyde, Pamlico, Pitt, Tyrell and Washington Counties.

Southern Region: Brunswick, Carteret, Jones, New Hanover, Onslow and Pender Counties.

The counties in each region will appoint two members to the Regional Advisory Board: one county commissioner or designee and another individual who meets the requirements outlined in N. C. G. S. § 122C – 118.1 (b). In addition, the Regional Advisory Board will include the Chair

or designee of the regional Consumer and Family Advisory Committee. County Commissioner members of the Regional Advisory Boards may serve for as long as they are a commissioner. Other members of the Regional Advisory Board may serve for up to three, three year consecutive terms.

The primary functions of the Regional Advisory Board will be to advise the Area Authority Chief Executive Officer on the evaluation and hiring of a Regional Director; recommending priorities for expenditure of state and county funds for development of the annual budget; determining local priorities for inclusion in the overall strategic plan; identifying community needs and concerns; monitoring resolution of issues; and monitoring performance at the local level, including access to care, expenditure of service funds, number of consumers served, services delivered, provider network size and composition, outcomes, and consumer satisfaction.

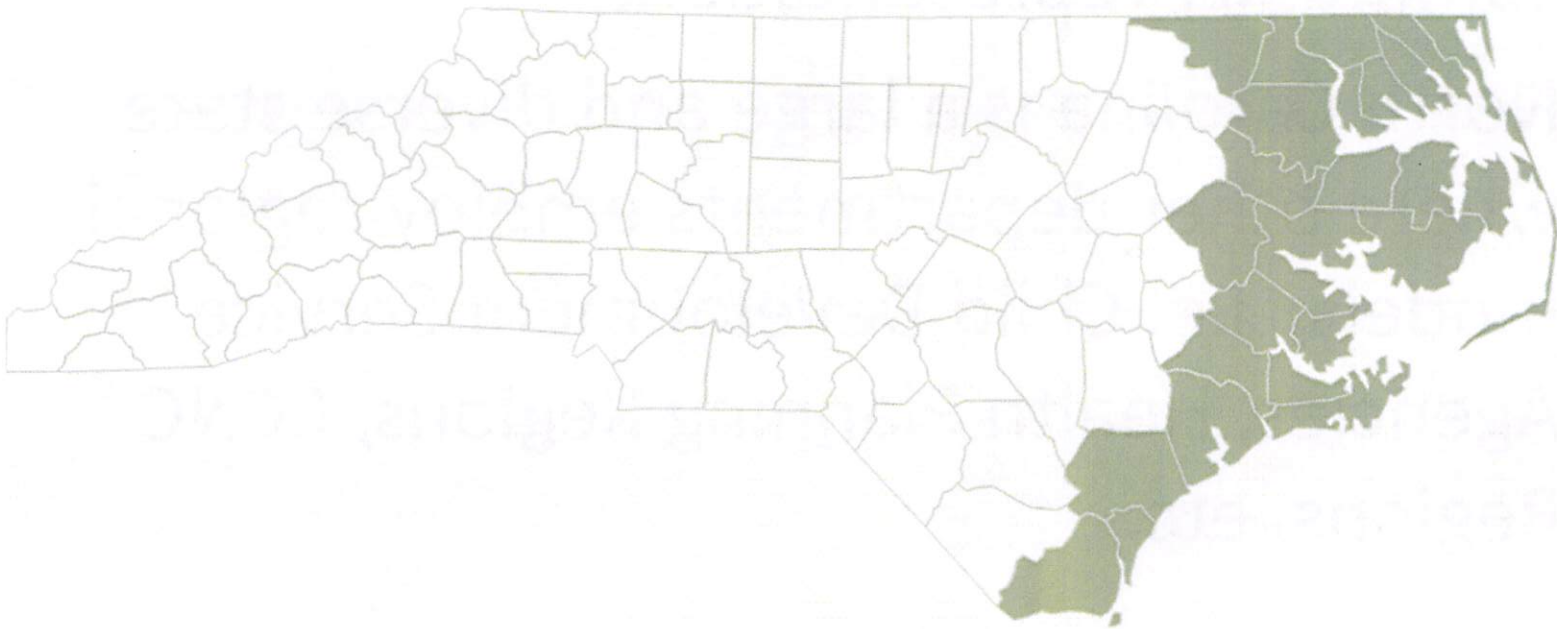
Each Regional Advisory Board will establish its own bylaws based on local needs, but in compliance with standardized requirements established by the Governing Board for quorums, frequency of meetings, elections of officers, duties of members, committees and committee appointments, and attendance standards. Such bylaws are subject to the approval of the Governing Board.

Each Regional Advisory Board will select four (4) members to serve as the Area Authority Governing Board: one county commissioner, the Consumer and Family Advisory Committee chair or designee, and two other members. In addition, the chair or designee of the Area Authority Network Council shall serve on the Governing Board as a non-voting member. The county commissioner members of the Governing Board shall serve one three year term without consecutive reappointment, so that commissioner representation on the Governing Board will rotate among the counties in each region. The other members of the Governing Board may serve three, three year terms.

The Governing Board's primary responsibilities will include determining policy; strategic planning, including consideration of local priorities as determined by the Regional Advisory Boards; budgets; hiring and evaluations of the Chief Executive Officer; monitoring of deliverables, including overall performance and financial management; government affairs and advocacy; reporting to constituent counties; responding to concerns and feedback from the Regional Advisory Boards; reviewing, revising and approving the Regional Advisory Board bylaws; and all other responsibilities outlined in N. C. law for Area Authority Boards. The Governing Board will develop and adopt bylaws to address its activities in accordance with law.

ADOPTED this _____ day of _____, 2015.

CoastalCare/ECBH Consolidated Governing Board of Directors Model



Regional Model

- As we move toward consolidation of MCOs, a regional model is essential for broad community representation.
- North Carolina is a large and diverse state where other departments employ regional models, i.e. Child Development Service Agencies, Health Planning Regions, CCNC Regions, etc.

The CoastalCare/ECBH Consolidation Board Structure

- The CoastalCare/ECBH governance structure was designed by the CoastalCare/ECBH Board Consolidation Steering Committee
- The proposed two-tiered board structure will keep governance close to the communities we serve through Regional Advisory Boards, which in turn elect representatives to the governing Board of Directors.

Consolidation Board (continued)

- Under current North Carolina General Statute 122C-118.1, area mental health board authorities are governed by Area Boards established by the Boards of Commissioners in each catchment area. 122C-118.1 states:
 - “an area board shall have no fewer than 11 and no more than 21 members. The board of county commissioners, or the boards of county commissioners within the area, shall appoint members”
 - “The boards of county commissioners within a multicounty area with a catchment population of at least 1,250,000 shall have the option to appoint members of the area board in a manner or with a composition other than as required by this section by each county adopting a resolution to that effect and receiving written approval from the Secretary”
 - With CoastalCare and ECBH, we exceed the 1,250,000 population

Regional Advisory Boards

Purpose

- To involve local stakeholders to respond to unique community needs and priorities
- To promote understanding and collaboration at the local level
- To provide local participation in monitoring the performance and services within each region

Regional Advisory Boards Responsibilities

- Advise the CEO on evaluation and hiring of future Regional Directors
- Recommend priorities for expenditures of state/county funds for development of the annual budget
- Recommend priorities for the area wide strategic plan
- Identify community needs and concerns
- Monitor resolution of issues

Regional Advisory Boards

Responsibilities (continued)

- Monitor performance at the regional level:
 - Access to Care
 - Financial Status and Expenditures
 - Service Delivery
 - Provider Network Size and Composition
 - Consumer Satisfaction
 - Service Delivery
- Identify gaps and needs; make recommendations on the service array

Regional Advisory Board Members

- 1 CFAC Chair or Designee
- 2 members from each county, appointed by respective Boards of County Commissioners
 - County Commissioner or Designee
 - Other appointee who meets criteria outlined in G.S. 122C-118.1

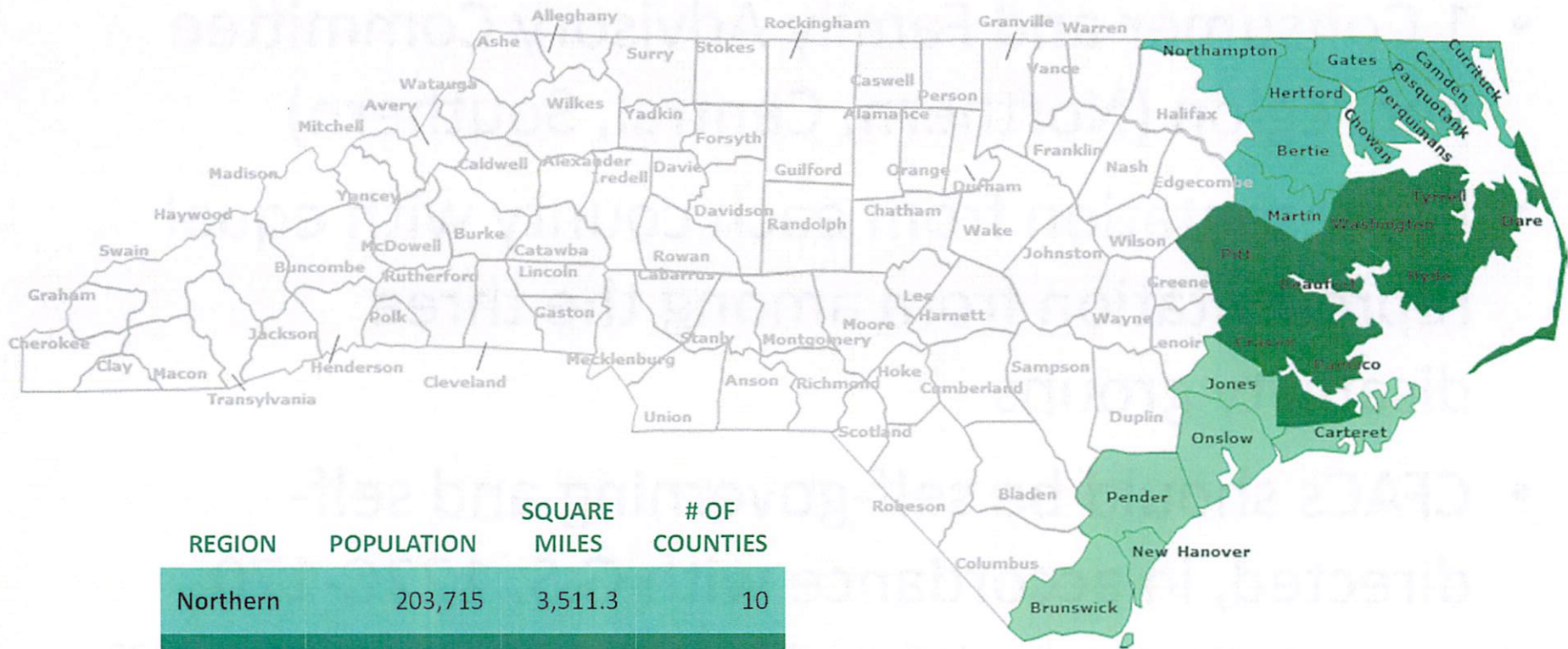
[http://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter 122C/GS 122C-118.1.html](http://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_122C/GS_122C-118.1.html)

Regional Consumer & Family Advisory Committees (CFACs)

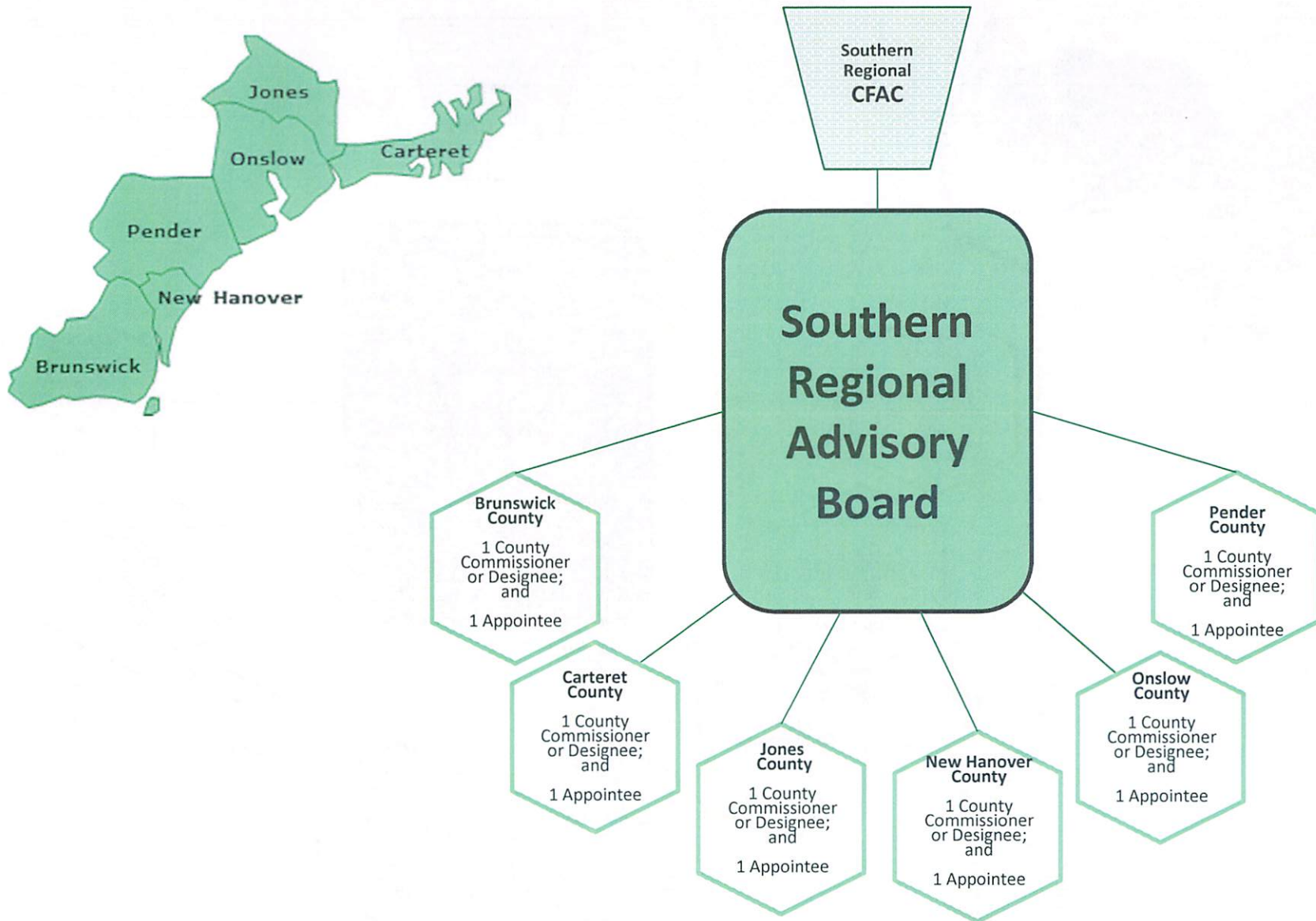
- 1 Consumer and Family Advisory Committee per region (Northern, Central, Southern)
- Representation from each county with equal representation from among the three disability groups
- CFACs should be self-governing and self-directed, in accordance with G.S. 122C-170

http://www.ncga.state.nc.us/enactedlegislation/statutes/html/bysection/chapter_122c/gs_122c-170.html

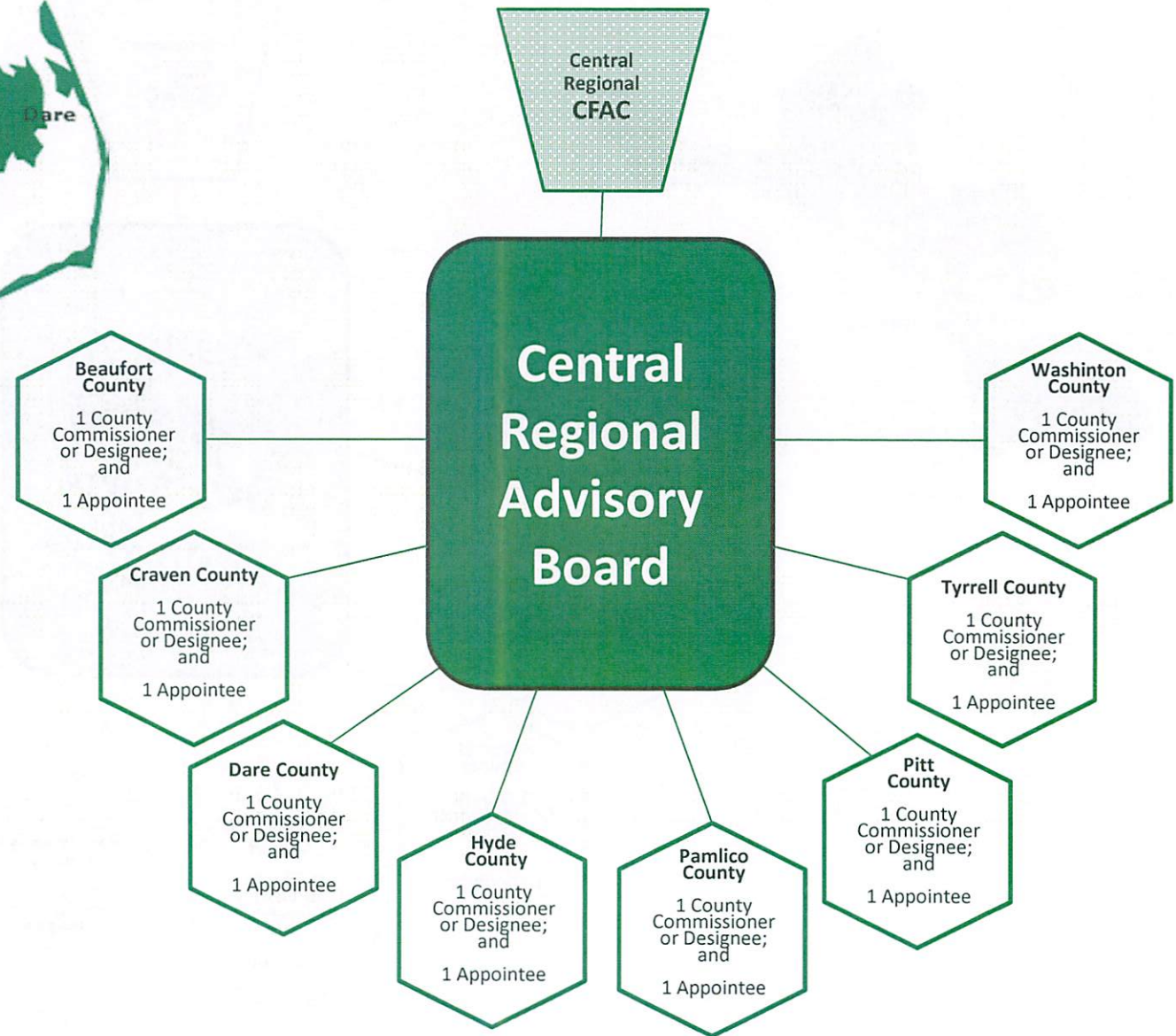
Three Proposed Regions



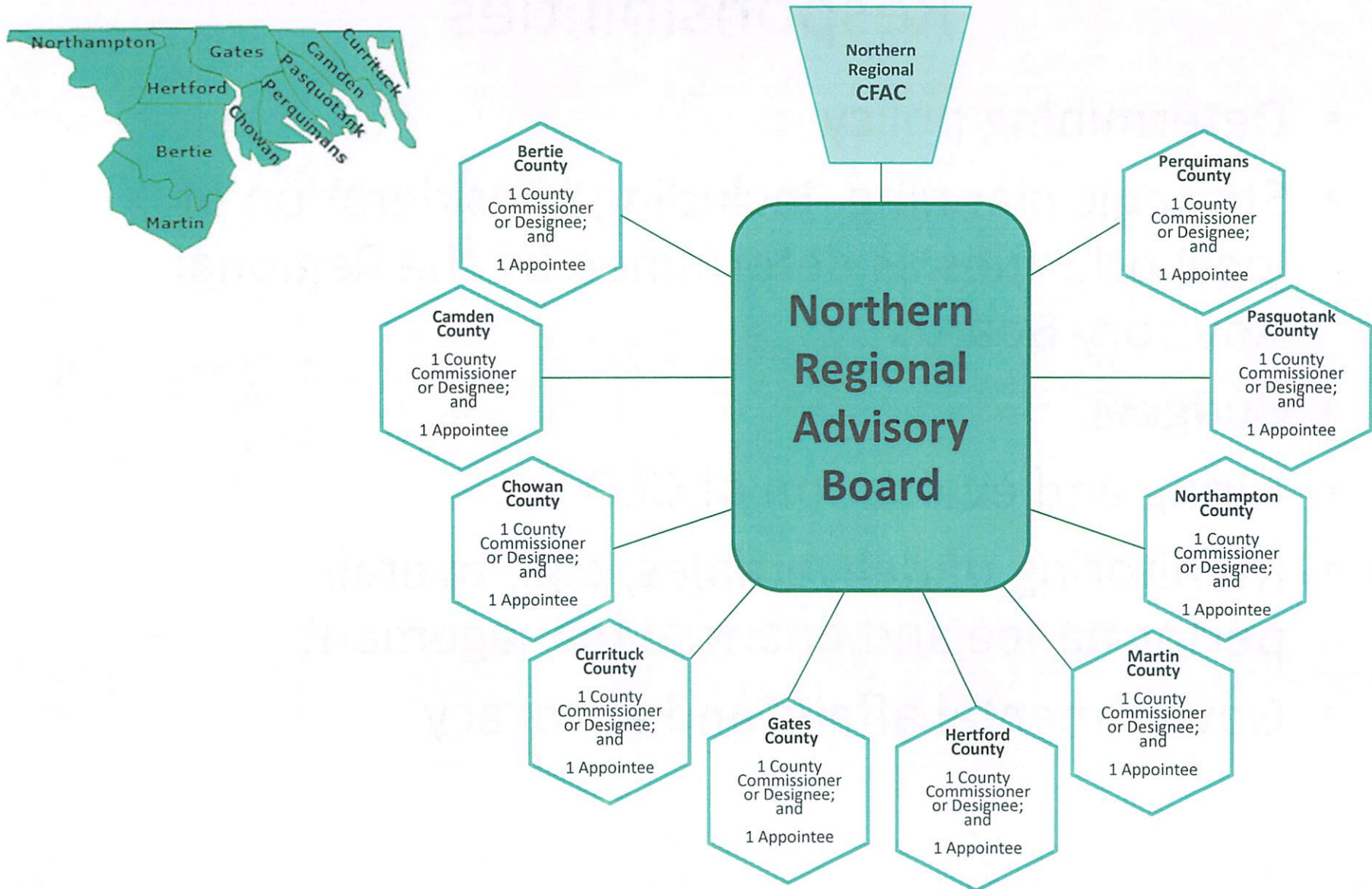
Three Regional Advisory Boards



Three Regional Advisory Boards



Three Regional Advisory Boards



Governing Board of Directors Responsibilities

- Determining policy
- Strategic planning, including consideration of local priorities as determined by the Regional Advisory Boards
- Budgets
- Hiring and evaluation of CEO
- Monitoring of deliverables, e.g., overall performance and financial management
- Governmental affairs and advocacy

Governing Board of Directors

Responsibilities, *continued*

- Reporting to constituent counties
- Responding to concerns and feedback from the Regional Advisory Boards
- Reviewing, revising and approving the Regional Advisory Board bylaws
- All other responsibilities outlined in N.C. law for Area Authority Boards

Governing Board of Directors Membership

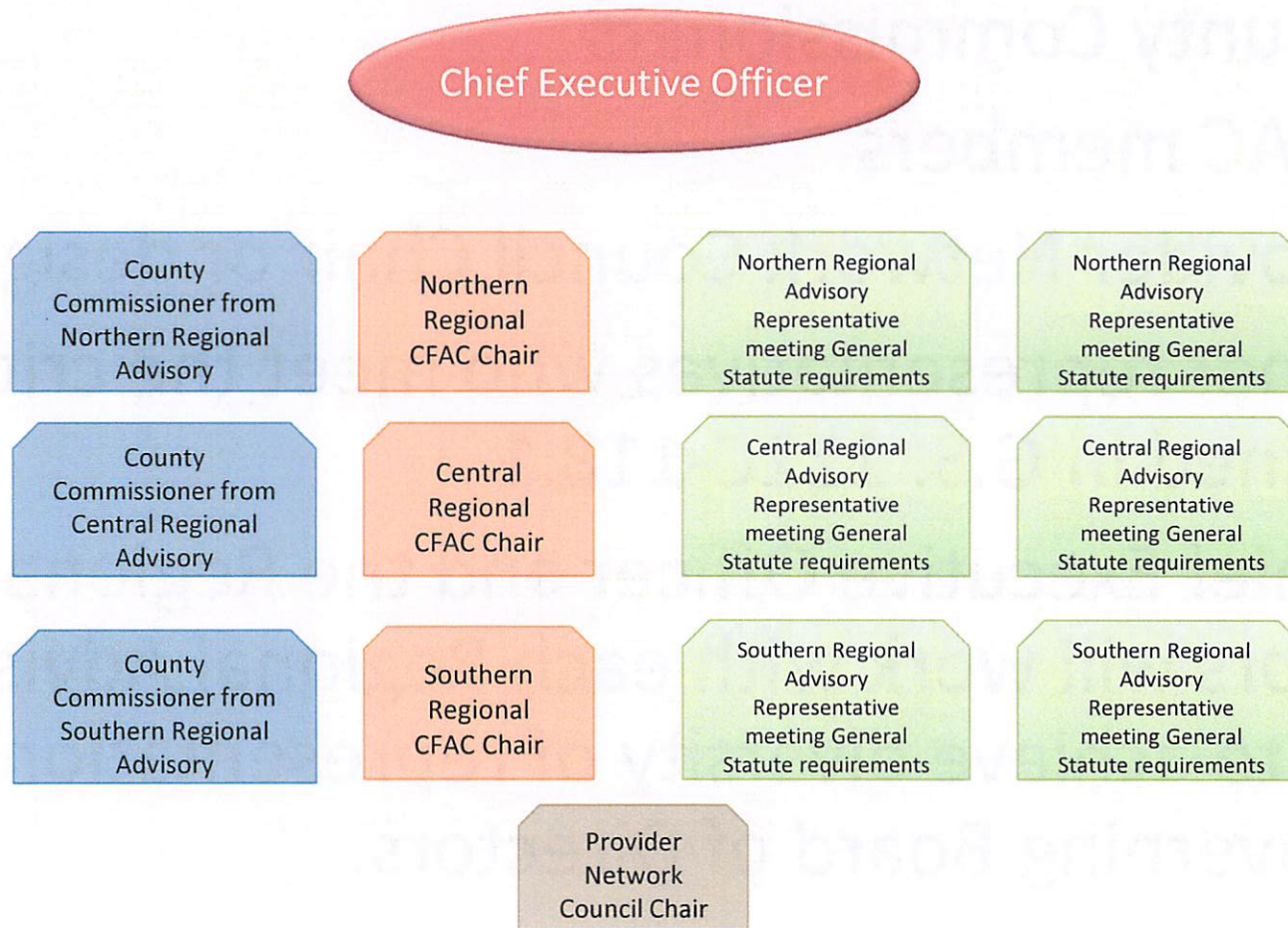
- Each Regional Advisory Board shall select 4 members to serve on the Governing Board of Directors:
 - 1 county commissioner
 - CFAC chair
 - 2 other members who meet criteria outlined in G.S. 122C-118.1
- In addition, the Provider Network Council chair (or chair's designee) will serve on the Governing Board of Directors in a non-voting capacity. This will result in a body of 13 members.

Governing Board of Directors

- 3 County Commissioners
- 3 CFAC members
- 1 Provider Network Council Chair or designee
- 6 other representatives who meet the criteria outlined in G.S. 122C-118.1

The Chief Executive Officer and the Regional Directors will work with each Regional Advisory Board to achieve diversity of representation on the Governing Board of Directors.

Governing Board of Directors



Governing Board of Directors

Terms of Office

- The terms of office for County Commissioners shall be three years, with no re-appointment upon the expiration of a term, without a break in service.
- This will ensure each county in the region will have a County Commissioner on the Governing Board on a rotating basis.
- The terms of non-commissioners on the governing Board of Directors shall be three years, with a maximum of three consecutive terms of office.

Creation of Initial Governing Board of Directors

To provide continuity for the initial creation of the Governing Board of Directors, the Regional Advisory Boards shall designate one member to a one-year term, one to a two-year term and two to three-year terms of office.


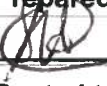

When those terms expire, the standard three-year term outlined above will apply to all members.

Summary

- 3 Regions covering 24 Counties
- 3 Regional Advisory Boards to maintain a local presence
- Direct representation of Regional Advisory Boards on the Governing Board of Directors
- Local advocacy of consumers and family members
- Accountability of services within communities

Finance 20-Feb-15														
2014-2015														
SALES TAX - REVENUE COLLECTION REPORT														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 39	\$44,058	\$42,111	\$22,402	\$52,255	\$54,114	\$41,782							\$256,722	\$525,000
Art. 40	\$38,988	\$34,814	\$35,370	\$33,479	\$35,220	\$34,201							\$212,072	\$360,000
Art. 42	\$10,488	\$9,928	\$6,185	\$12,046	\$12,308	\$9,971							\$60,926	\$125,000
Art. 44	\$53	\$2	\$2	\$3	-\$3	\$0							\$57	
Totals	\$93,587	\$86,855	\$63,959	\$97,783	\$101,639	\$85,954							\$529,777	
Total Budgeted														\$1,010,000
SALES TAX - SCHOOL CAPITAL RESERVE FUND														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 40	\$16,709	\$14,920	\$15,158	\$14,348	\$15,094	\$14,658							\$90,887	\$150,000
Art. 42	\$15,732	\$14,892	\$9,278	\$18,069	\$18,462	\$14,957							\$91,390	\$175,000
Totals	\$32,441	\$29,812	\$24,436	\$32,417	\$33,556	\$29,615							\$182,277	
Total Budgeted														\$325,000
Grand	\$126,029	\$116,668	\$88,395	\$130,200	\$135,196	\$115,569							\$712,057	\$1,335,000
2013-2014														
SALES TAX COLLECTION REPORT														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 39	\$53,092	\$38,025	\$38,971	\$30,890	\$51,669	\$41,573	\$55,223	\$40,074	\$40,883	\$51,855	\$40,845	\$45,708	\$528,808	\$510,000
Art.40	\$34,973	\$34,445	\$31,096	\$31,650	\$26,845	\$32,596	\$36,408	\$26,977	\$30,000	\$32,869	\$30,716	\$35,340	\$383,915	\$350,000
Art. 42	\$12,264	\$9,051	\$12,634	\$7,734	\$11,604	\$9,849	\$12,618	\$9,463	\$9,589	\$11,955	\$9,637	\$10,706	\$127,104	\$120,000
Art. 44	\$3	\$2	\$14	\$292	\$2	\$2	\$4	\$24	\$224	\$2	\$4	-\$9	\$564	
Totals	\$100,332	\$81,523	\$82,715	\$70,567	\$89,956	\$84,020	\$104,253	\$76,538	\$80,696	\$96,681	\$81,202	\$91,745	\$1,039,827	
Total budgeted														\$980,000
SCHOOL CAPITAL RESERVE FUND														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 40														
Art. 42														
Totals	\$12,264	\$9,051	\$12,634	\$7,734	\$11,604	\$9,849	\$12,618	\$9,463	\$9,589	\$11,955	\$9,637	\$10,706	\$127,104	
Total Budgeted														\$120,000
Grand	\$112,596	\$90,574	\$95,349	\$78,301	\$101,560	\$93,869	\$116,871	\$86,001	\$90,285	\$108,636	\$90,839	\$102,451	\$1,167,332	\$1,100,000

**Camden County
Finance Department
Line Item Transfer
FY 14-15**

		Period Number	2015-08
		Journal Number	
<u>Account Number</u>	<u>Account Description</u>	<u>Increase</u>	<u>Decrease</u>
Pulic Works Department			
10-5450-557000	Miscellaneous		1,000
Traffic Department			
10-5500-533000	Supplies	1,000	
Explanation:			
Increase in cost of replacing signs			
	<u>2/25/15</u>		
Prepared By	Date		
	<u>2/25/15</u>		
Posted to General Ledger	Date		
According to Article XXV, Section I(b) of the approved FY2014-2015 Camden County Budget Ordinance, the Budget Officer may transfer amounts up to \$5,000 between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners. The line item transfer(s) listed are approved.			
	Approved by Budget Officer		<u>2/25/15</u>
		Initials	Date

Camden County Board of Commissioners
Regular Meeting
December 15th, 2014
6:30 P.M. - Closed Session
7:00 P.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on December 15th, 2014 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Michael McLain, Vice-Chair Sandra Duckwall
Commissioners Garry Meiggs, Clayton, and Tom White

Also attending were County Manager Michael Renshaw, County Attorney John Morrison and Clerk to the Board Angela L. Wooten. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Tax Administrator Lisa Anderson, Mr. Bob Pearson, and AMR representatives Sabrena Collins and Charles Babson.

Chairman Michael McLain called to order the December 15th, 2014 meeting of the Camden County Board of Commissioners at 6:30 P.M.

CLOSED SESSION:

Garry Meiggs made a motion to go into closed session at 6:31 P.M. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

Sandra Duckwall made a motion to come out of closed session at 6:54 P.M. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

REGULAR SESSION:

Chairman McLain re-convened the regular session at 7:00 P.M.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Tom White gave the invocation and led those present in the Pledge of Allegiance.

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PUBLIC COMMENTS:

None

CONSIDERATION OF AGENDA:

Chairman McLain asked if there were any changes to the agenda. Not hearing any changes, Chairman McLain called for a motion

Sandra Duckwall made a motion to approve the agenda as presented. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

PRESENTATIONS:

Item 3.A - NCACC December Board Update Video

The board watched a brief video produced by the NCACC to help keep commissioners up to speed on association activities, and be a good introduction to the NCACC for commissioners who have just been elected.

NEW BUSINESS:

Item 4.A - Schedule of Values

Manager Renshaw reminds that board and the county residents that on November 17th, 2014 the Board made a motion to set a Public Hearing and approve the Schedule of Values presented by the County Tax Administrator and Pearson Appraisals. No opposition was heard at the work session or the Public Hearing held on November 24th.

Mr. Bob Pearson of Pearson Appraisals comes before the board to answer any final questions and to confirm that he and his staff did respond to the property owner that came to the November 24th Public Hearing to officially request information pertaining to a list the builders that the appraisal service used in the revaluation.

Chairman McLain asked if there were any questions or comments from the public or the board. Hearing none, he asked for a motion.

96 Commissioner Tom White made a motion to adopt the Schedule of Values as presented by
97 Pearson Appraisals. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra
98 Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no
99 Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

101
102 *Item 4.B - Land Use Manual*

103
104 Manager Renshaw states that as no opposition was heard at either the November 24th
105 Work Session or Public Hearing, staff recommends the board adopt the Present Land Use
106 Values as presented by the state.

107
108 Commissioner Clayton Riggs made a motion to adopt the Present Land Use Manual
109 presented by the State. The motion passed 5-0 with Chairman McLain, Vice-Chair
110 Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting
111 aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not
112 voting.

113
114
115 *Item 4.C - American Medical Response Proposal for Provision of Emergency Medical*
116 *Services in Camden County*

117
118 The County Attorney John Morrison addresses the public and thanks the residence for
119 coming to share their thoughts and concerns with the Board of Commissioners.

120
121 He explains that he is the County Attorney and that he will not participate in the
122 decision, he is there to advise the board on procedures based on law. He acknowledges
123 that the matter of EMS services with in the county is controversial and the members of
124 the public that wish to speak will have the opportunity to do so. Informing the residents
125 that the board is required to hear all opinions and concerns relating to EMS Proposal,
126 they are not required to hear the same opinions and concerns from every person wishing
127 to speak.

128
129 First the County Manager Mike Renshaw will make a presentation about the history of
130 EMS and the reasons the County sent out the Request for proposals. The Service provider
131 representatives will then address the board and make a brief presentation. After hearing
132 all presentations it will be time for public comments.

133
134 Manager Renshaw presents neutral facts from the history of the current inter-local
135 agreement and current level of service.

136
137 **Current Level of Service in Camden County**

- 138
139
- VFD Station #12 (Sawyers Creek) staffed by single ALS (Advanced Life Support) crew
 - Paramedic & EMT-Intermediate
 - 12-hour shift of 10:00 a.m. to 10:00 p.m., seven days per week, 365 days
 - Based upon peak demand as determined by Pasquotank-Camden EMS
- 140
141
142

-
- 143 • Before 10:00 a.m. and after 10:00 p.m., ambulance dispatched from **Station #50** (behind
144 Sentara Medical Center in Elizabeth City)
145 • Station 12 crew stages near causeway bridge if no units available to cover EC/Pasquotank
146 calls
147 • Current cost to Camden is \$264,000 annually

148 **Request for Proposals for Countywide EMS Services**

- 149
150 • September 2, 2014 Board approved EMS Request for Proposal
151 • Issued September 8, 2014
152 • Seek to significantly enhance the level of service in Camden (12 hour coverage to 24 hour
153 coverage)
154 • Increased County oversight and control over spending and operations
155 • County to own assets (ambulances, radios, etc)

156 **Key Elements of RFP**

- 157
158 • Emphasize Continuous Quality Improvement
159 • Professional service provider, sound financial management history, responsive to needs
160 • 3 year initial term
161 • Staffing at ALS level care (each crew comprised of EMT-Paramedic and EMT-
162 Intermediate)
163 • Response times must be under 12 minutes to 90% of calls
164 • County to own/maintain three Type III ambulances (add potential Quick Response
165 Vehicle)
166 • EMS crews proposed to operate out of VFD Stations 12 and 14
167 • Performance-based Contract, liquidated damages if response times not met
168 • Proposal to include billing/collections (certified ambulance coding preferred)
169 •

170 **Qualified Proposal Response**

- 171
172 • One qualified proposal received on November 7, 2014
173 ○ American Medical Response (AMR)
174 ○ Industry leader with 32 years of experience in EMS nationwide
175 • Serving over 2,200 communities in 40 states
176 • AMR provides very competitive salary & benefits package, priority to hire locally
177 • Cap limitation on annual cost increases (3%)

178
179 **AMR Client Reference Inquiries**

- 180
181 McMinn County, TN
182 • Client since 2011
183 • Extremely professional and very responsive
184 • Excellent data control, provide meaningful monthly reports

- 185 • Reduced response times > 10 min, now 7-8 min

186 **Shelby County, TN**

- 187 • Client since 2013
- 188 • Very quick to respond to any process/procedure issues
- 189 • Very few complaints and prompt and courteous resolution
- 190 • Outstanding local hiring processes

191 **Troup County, GA**

- 192 • Client since 2010
- 193 • Provide excellent service and high level of care
- 194 • Offers first aid and CPR training in community

195 **Camden EMS Proposal Review Committee**

- 196
- 197 • Multi-discipline panel consisting of VFD Chiefs, Firefighters, EMTs, two
- 198 Commissioners, County Manager
- 199 • Met to review initial proposal on November 19, 2014
- 200 • Presentation given by AMR team
- 201 • Various staffing models/costs further reviewed on December 3rd

202 **Staffing Models**

203

204 **Option 1: Staffing two 24 hour ALS units**

- 205 • EMT Paramedic & EMT-Intermediate
- 206 • Field Training Officer- issue resolution/county liaison
- 207 • Cost Proposal

Year 1	Year 2	Year 3
• 850,000	• 875,500	• 901,765

208

209 **Option 2: Two 24 hour ALS Units + Fly Car/Quick Response**

- 210 • Vehicle
- 211 • Same staffing as Option 1, additional 12 hour “peak demand” emergency medical response
- 212 • Cost Proposal

Year 1	Year 2	Year 3
• 1,015,000	• 1,045,450	• 1,076,814

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Proposed Cost & Funding Method

Capital Equipment- Reserve Fund Balance

- Type III Ambulances (3).....\$282,000
- Radios (mobile/handheld).....\$60,000

Total: \$342,000

Annual Operations- Existing General Fund Revenues

- Annual Service Contract Cost (YR 1).....\$850,000
- Vehicle Maintenance.....\$20,000
- Fuel.....\$25,000
- Supplies.....\$20,000
- Other Contract Expense.....\$25,000

Total: \$940,000

EMS Enhanced Federal Medicaid Settlement Program

- Annual cost reporting program managed through NCACC
- Reimburses a portion of an EMS unit's operational cost related to Medicaid-eligible ambulance service
- Stringent reporting and audit/compliance standards
- Potential estimated annual cost reimbursement to Camden County of \$\$45 - \$55,000

Proposal Review Committee Recommendation

- South Mills and South Camden VFD representatives recommend rejection of current American Medical Response proposal

Chairman McLain asks if there are any questions from the board, hearing none he asked that the representatives from American Medical Response come forward to give their statements.

American Medical Response - 5000 Incubator Rd Hampton VA. 23661

The AMR representatives go over some highlights of their company.

- Local Hiring
- Interview top 20% of the applicants
- Interview, Hiring and Retention Process shows they hire and keep the best possible clinical team
- Excellent Benefits
- Physician Lead Organization
- ECPR
- Electronic Record Database

-
- 263 ○ Over 4 million patient records
264 ○ Drives Compliance Rules for Medical Quality Standards and Medical Billing
265 ○ Drives Continuous Clinical Training
266 • Community
267 ○ CPR and First Aide training
268 ○ Event Standbys
269 • Disaster and Evacuation Management
270 ○ AMR is the national FEMA Contractor
271 ▪ Present at both the World Trade Center and Hurricane Katrina
272 ▪ AMR is a national company therefore has the ability to pull resources
273 from across the country

274 Commissioner Riggs wants to know what happen to the communities when AMR pulls
275 their resources for national disasters.
276

277 The General Manager states they have 18,000 caregivers nationwide and two centers
278 where offline trucks ready to deploy and go through annual fleet maintenance.
279

280 County Attorney John Morrison states that Chairman McLain has no Conflict of Interest
281 in this matter.
282

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283

284 **Public Comments**

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Rachel Joyner of Lauren Lane in Camden is a

- 287 • 16 year resident of the county.
288 • Her husband suffered a cardiac event that only has a 10% survival rate and was saved by
289 PCEMS
290 • PCEMS response time was 6 minutes the causeway
291 • PCEMS Contract includes all ambulances and equipment
292 • Private Contract Proposal only incudes service
293 • A private company will only concentrate on making money
294 • This proposal limits Camden to only 2 ambulances

295 Rodney Meads of Japonica Dr. in Camden

- 296 • Suggests the board decline the current proposal and continue to negotiate with PCEMS
297 • No positive comments from the county residents

298 Randy Krainiak of S. Hwy 343

- 299 • Thanks the county manager for his hard work
300 • Listen to the residents
301 • There are many counties that AMR did not succeed
302 • ALS equipment is not in proposal
303 • 2-3 ambulances is not enough if one breaks down

304 Alex Leary of Alder Branch in Shiloh

- 305 • 1670-1777 we were Pasquotank, keep the working relationship

306

307

Olin Leary S. Hwy 343

308

- 49 years of law enforcement and can attest to the level of service provided by PCEMS

309

Deborah Penwell of Deberry Lane

310

- Where would the EMS staff be housed and how will house be funded

311

- This would affect response time

312

Bill Davis s. Hwy 343

313

- What size was the size and tax base of the 3 counties used in comparison?

314

- Who will take care of billing

315

Clarence Jennings of Trotman Rd in Camden

316

- What would it cost to continue PCEMS

317

The AMR representatives respond to the public comments

318

- AMR will supply all equipment inside the ambulance

319

- Housing the EMTs is the counties choice

320

Commissioner Clayton Riggs made a motion to reject the current proposal for emergency medical services as presented by American Medical Response. to reject the current proposal for emergency medical services as presented by American Medical Response. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

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RECEDED

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Chairman McLain recessed the meeting for a 10 min break.

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Chairman McLain reconvened the meeting at 8:40 P.M.

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Item 4.D- NCACC Voting Delegate

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Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate for the 2015 Legislative Goals Conference. The Conference will be January 15-16, 2015 (Thursday – Friday) at the Pinehurst Resort in Moore County.

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Chairman McLain states that he will be out of town on that date.

345

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Vice Chairman Sandra Duckwall made a motion to appoint Garry Meiggs as Voting Delegate for the NCACC Legislative Goals Conference. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton

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348

349 Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent;
350 and no Commissioner not voting.

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353 **Board Appointments**

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355 ***Item 5.A - Tourism Development Authority***

356

357 The TDA by-laws require a member the County Board of Commissioners. Outgoing
358 Commissioner Krainiak held this seat on the board therefore the board is required to fill
359 this vacancy.

360

361 Commissioner Garry Meiggs made a motion to appoint Commissioner Tom White to
362 replace Randy Krainiak on the Tourism Development Authority. The motion passed 5-0
363 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs,
364 Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners
365 absent; and no Commissioner not voting.

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368 ***Item 5.B - Parks and Recreation Advisory Board***

369

370 Three of the Parks and Recreation Board members' terms have expired. Staff
371 recommends the reappointments of those members. The County Board of Commissioners
372 appointment was held by outgoing Commissioner Krainiak therefore the board is required
373 to fill this vacancy.

374

375 Vice-Chair Sandra Duckwall made a motion to reappoint Alex Leary, Steve Needham and
376 Brian Griffin to serve the "Parks and Recreation Advisory Board" for 3 year terms,
377 expiring 12/14/2017. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra
378 Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no
379 Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

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382 ***Item 5.C - Juvenile Crime Prevention Council***

383

384 Outgoing Commissioner Krainiak held this seat on the board therefore the board is
385 required to fill this vacancy.

386

387 Commissioner Garry Meiggs made a motion to appoint Commissioner Tom White to
388 replace Commissioner Randy Krainiak on the Juvenile Crime Prevention Council. The
389 motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners
390 Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no
391 Commissioners absent; and no Commissioner not voting.

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394 ***Item 5.D - Pasquotank Camden EMS***

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396 Outgoing Commissioner Krainiak held this seat on the board therefore the board is
397 required to fill this vacancy.

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Commissioner Garry Meiggs made a motion to appoint Commissioner Tom White to replace Commissioner Randy Krainiak on the Pasquotank Camden EMS. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

Item 5.E - Regional Transportation Advisory Committee.

The County Managers office received a letter from the Albemarle Rural Planning Organization Planning Director requesting the county Board of Commissioners appoint an alternate member to the RTAC.

Commissioner Garry Meiggs made a motion to appoint Commissioner Tom White as the alternate member to the Regional Transportation Advisory Committee. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

Item 5.F - Camden Economic Development Commission

Commissioner Garry Meiggs made a motion to reappoint members; Jon Kight, Robert McClendon, Sean Robey, William Meiggs and Billy Berry to serve the CEDC for 2 year terms expiring 12/14/2016. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

Item 5.G - APFO Coordinating Committee

At the December 1st joint meeting of The Board of Commissioners and Board of Education the boards agreed on the need of the "APFO Coordinating Committee" to meet regularly and update its members. Commissioner Garry Meiggs and Commissioner Clayton Riggs both expressed their interest to serve on the Committee.

Commissioner Tom White made a motion to appoint Commissioner Garry Meiggs and Commissioner Clayton Riggs to the "APFO Coordinating Committee". The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

CONSENT AGENDA

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Commissioner Tom White made a motion to approve the consent agenda as presented. The motion passed 5-0 with Chairman McLain, Vice-Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

Item 6.A - Article I. General Provisions, Section 6. Application of Policies, Plan, Rules and Regulations of the Camden County Personnel Policy

DRAFT

ARTICLE I. GENERAL PROVISIONS

Section 1. Purpose of the Policy

It is the purpose of this policy and the rules and regulations set forth to establish a fair and uniform system of personnel administration for all employees of the County under the supervision of the County Manager, elected officials, Elections Board, and Social Services Board. These aforementioned entities are the official appointing authorities covered by this personnel policy. State requirements will supersede these policies for positions subject to the State Personnel Act whenever there is a conflict. This policy is established under authority of G.S. 153A, Article 5 and G.S. 126 of the General Statutes of North Carolina.

Section 2. Merit Principles

All appointments and personnel actions shall be made on the basis of merit. All positions requiring the performance of the same duties and fulfillment of the same responsibilities shall be assigned to the same class and salary grade. No applicant for County employment or employee shall be deprived of employment opportunities or otherwise be adversely affected as an employee because of an individual's race, color, religion, sex, national origin, political affiliation, qualified disability, or age.

Section 3. Responsibilities of the County Board of Commissioners

The County Board of Commissioners shall be responsible for establishing and approving human resources policies, the position classification and pay plan, and it may change the policies and benefits as necessary. The Board also shall make and confirm appointments when so specified by the general statutes.

Section 4. Responsibilities of the County Manager

The County Manager shall be responsible to the County Board of Commissioners for the administration and technical direction of the human resources program. The County Manager shall appoint, suspend, and remove County officers and employees except those elected by the people or whose appointment is otherwise provided for by law. The County Manager shall make appointments, dismissals and suspensions in accordance with the state statutes and other policies and procedures spelled out in other Articles in this Policy.

The County Manager shall:

- a) recommend rules and revisions to the personnel system to the County Board of Commissioners for consideration;
- b) make changes as necessary to maintain an up to date and accurate position classification plan;
- c) recommend necessary revisions to the pay plan;
- d) determine which employees shall be subject to the overtime provisions of FLSA;
- f) develop and administer such recruiting programs as may be necessary to obtain an adequate supply of competent applicants to meet the needs of the County;
- g) perform such other duties as may be assigned by the County Board of Commissioners not inconsistent with this Policy; and
- h) appoint an employee to the role of Human Resources Director or serve in that role for the County.

Section 5. Responsibilities of the Human Resources Director

The responsibilities of the Human Resources Director are to make recommendations to the County Manager on the following:

- a) recommend rules and revisions to the personnel system to the County Manager for consideration;
- b) recommend changes as necessary to maintain an up to date and accurate position classification plan;
- c) recommend necessary revisions to the pay plan;
- d) recommend which employees shall be subject to the overtime provisions of FLSA;
- e) maintain a roster of all persons in the County service
- f) establish and maintain a list of authorized positions in the County service at the beginning of each budget year which identifies each authorized position, class title of position, salary range, any changes in class title and status, position number and other such data as may be desirable or useful;
- g) develop and administer such recruiting programs as may be necessary to obtain an adequate supply of competent applicants to meet the needs of the County;
- h) develop and coordinate training and educational programs for County employees;
- i) investigate periodically the operation and effect of the personnel provisions of this policy; and
- j) perform such other duties as may be assigned by the County Manager not inconsistent with this Policy.

In the event there is no Human Resources Office, these duties will be assumed by the County Manager or his/her designee.

Section 6. Application of Policies, Plan, Rules, and Regulations

This personnel policy and all rules and regulations adopted pursuant thereto shall be binding on all County employees. The County Manager, County Attorney, elected officials, Clerk to the Board of Commissioners, Tax Administrator, Finance Officer, appointed members of the County Board and advisory boards and commissions will be exempted except in sections where specifically included. An employee violating any of the provisions of this policy shall be subject to appropriate disciplinary action, as well as prosecution under any civil or criminal laws which have been violated.

Section 7. Departmental Rules and Regulations

Due to the particular personnel and operational requirements of the various departments of the County, each department is authorized to establish supplemental rules and regulations applicable only to the personnel of that department. All such rules and regulations shall be subject to the approval of the County Manager or designee, and shall not in any way conflict with the provisions of this Policy, but shall be considered as a supplement to this Chapter.

The Sheriff or Register of Deeds may utilize this Personnel Policy for use in his/her department at his/her discretion. If the Sheriff or Register of Deeds declines to utilize all or any part of this Personnel Policy for his/her department, then none of this Personnel Policy shall apply to that department and the County Commissioners shall not be bound by this Policy and shall not be required (except as required by the General Statutes) to provide any funding, assistance, staffing, or other resource to the Sheriff or Register of Deeds declining to abide by all or any part of this Personnel Policy.

Section 8. Definitions

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Adverse Action. An involuntary demotion, reduction in pay, suspension, reduction in force, or separation from employment.

Anniversary Date. The employee's most recent date of employment with the county service in a permanent position.

Appointing Authority. Any County board or official with the legal authority to make hiring decisions.

Classification. A title of a single or group of positions which are sufficiently similar to require the same set of knowledge, skills, abilities, education and experience qualifications.

Department. (Webster's 2003) A field of activity.

Full-time employee. An employee who is in a position for which an average work week equals at least 40 hours, and continuous employment of at least 12 months, is required by the County.

Part-time employee. An employee who is in a position for which an average work week of at least 20 hours and less than 40 hours and continuous employment of at least 12 months is required by the County.

Permanent position. A position authorized for the budget year for a full twelve months and budgeted for twenty or more hours per week. All County positions are subject to budget review and approval each year by the Board of Commissioners and all employees' work and conduct must meet County standards. Therefore, reference to "permanent" positions or employment should not be construed as a contract or right to perpetual funding or employment.

Probationary employee. An employee appointed to a full or part-time regular position who has not yet successfully completed the designated probationary period of six months. Persons in trainee or work against appointments are a probationary employee for the full duration of their appointment in that status.

Regular employee. An employee appointed to a full or part-time position who has successfully completed the designated probationary period.

Temporary employee. An employee appointed to a position for which either the average work week required by the County over the course of a year is less than 20 hours, or continuous employment required by the County is less than 12 months.

Trainee. An employee status when an applicant is hired (or employee promoted) who does not meet all of the requirements for the position. During the duration of a trainee appointment, the employee is on probationary status.

Unit. (Webster 2003) A single person or group especially as a part of a whole.

Work Against Appointment. In departments whose employees are subject to the State Personnel Act, the appointing authority may appoint an employee in a work against situation. When qualified applicants are unavailable and there is no trainee provision for the classification of the vacancy, the appointing authority may appoint an employee below the level of the regular classification in a "work against" appointment. This appointment is for the purpose of allowing the employee to gain the qualifications needed for the full class through on the job experience. A work against appointment may not be made when applicants are available who meet the training and experience requirements for the full class in the position being recruited. During the duration of the work against appointment, the employee is on probationary status.

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Item 6.B - School Budget Amendments

Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 1st day of December, 2014, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	257,256.40	
Explanation:			
Total Appropriation in Current Budget		\$	401,492.20
Amount of Increase / (Decrease) of Above Amendment			+257,256.40
Total Appropriation in Current Amended Budget		\$	658,748.60

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Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 1st day of December 2014 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		255.00
5300	Alternative Program & Services		143.00
5400	School Leadership Services	255.00	
6300	Alternative Prog. Support Serv	143.00	
Explanation:			
Total Appropriation in Current Budget		\$	2,329,452.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget		\$	2,329,452.00

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Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 1st day of December 2014 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2015.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		45.00
5200	Special Instructional Programs		8,588.00
5300	Alternative Program & Services	8,588.00	
5800	School Based Support Services	1,800.00	
6100	Support & Development Serv.	745.00	
6400	Technology Support Services		2,500.00
Explanation:			
Total Appropriation in Current Budget		\$	1,397,278.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget		\$	1,397,278.00

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Item 6.D - Authorization to collect February Renewal

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County Feb. Ren.) Due 3/15/14 (NEW SYSTEM)

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
14,759.50	14,799.25	9,016.75	38,575.50

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Commissioner's Report

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Vice Chair Sandra Duckwall mentioned the following items of interest:

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- Library monthly report

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County Manager's Report

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County Manager Mike Renshaw had the following items to report:

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- Christmas Lunch at the Senior Center is Thursday at noon

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Information from Board and Staff

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The following items were provided to the Board for their information, and a copy of these items is maintained in the Clerk's office.

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547

- A. Library Report
- B. Register of Deeds
- C. NC Military Retirement Taxation
- D. CRS Inquiry Letter
- E. EMS Monthly Reports

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Meeting Adjourned

At 8:45 P.M., Chairman Michael McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.

Chairman Michael McLain
Camden County Board of Commissioners

ATTEST:

Angela L. Wooten
Clerk to the Board

DRAFT