

**THE BOARD OF COUNTY COMMISSIONERS
DURHAM, NORTH CAROLINA**

Monday, August 1, 2011

9:00 A.M. Worksession

MINUTES

Place: Commissioners' Room, second floor, Durham County Government Administrative Complex, 200 E. Main Street, Durham, NC

Present: Chairman Michael D. Page, Vice-Chairman Ellen W. Reckhow and Commissioners Joe W. Bowser and Brenda A. Howerton

Absent: None

Presider: Chairman Page

Citizen Comments

The Board of County Commissioners provided a 30-minute comment period at the beginning of the Worksession to allow any citizen of Durham County the opportunity to speak.

Ralph McKinney spoke to the Commissioners about various issues.

Angela Paschall expressed concerns about follow-up from the Board as it relates to issues surrounding the Department of Social Services.

County Attorney Siler asked that Commissioners exercise judgment when discussing cases that involve children in a public setting. He requested time to speak with Ms. Paschall regarding her position on this matter.

Workforce Development Board

Denise Motley-Johnston, Workforce Development Board Chair, introduced this item. She stated that the Board requested to receive and accept the Durham Workforce Development Board Annual Report as required by the City-County Consortium Agreement, Sec. X.

Kevin Dick, Director, Office of Economic and Workforce Development, City of Durham, presented the following:

- Challenges in 2010
- Overcoming Challenges in 2010
- Value Added to Business in 2010
- Programs that Work
 - (7/1/09 – 6/30/10)
 - (7/1/10 – 3/31/11)
- Greener Tomorrow Culinary
- Opportunity Moving Forward

Staff addressed the Board about experiences endured while recruiting JobLink participants.

Mr. Dick and staff replied to questions asked by the Board.

The Board expressed gratitude for the report.

Directives

1. Bring the increased dollar amount to the Board pertaining to incumbent grants.
2. Include performance indicator highlights received from the State in future reports.

Appointment of Homeless Services Advisory Committee Members

County Attorney Siler provided remarks involving any conflicts of interest there might be with the committee. He referenced a document stating, "If there is anyone that is on the board, or a staff person of any organization funded through the entitlements of sitting on a board, this could appear to be a conflict of interest and the individual should not be allowed to serve on the committee."

The Board held a discussion relating to County Attorney Siler's comments.

Lanea Foster explained to Commissioners about engaging homeless providers in the community, per Chairman Page's request.

The Board requested that the County Attorney provide additional information later in the meeting.

Strategic Plan Update

Michael Palmer, Acting County Manager, led this presentation stating that the County Manager's Office continues to seek the input of the BOCC in helping shape a meaningful Strategic Plan. Each month at Worksession, the County Manager's Office would seek the feedback of the Board of County Commissioners. Since the last update on June 6, the County Manager's Office has been working on the early stages of the Strategic Planning Process. He highlighted the following key developments for June and July:

- Individual Strategic Plan consultation sessions with BOCC members
- Strategic Plan internal kickoff – held June 22
- Preparation for approximately 25 key stakeholder interviews on Aug. 3-5 & Aug. 9-10
- Preparation for five external focus groups, slated for August 17-19
- The formation of a Strategic Plan Communications Team to inform staff and public
- Distribution of electronic and paper copies of separate resident and employee surveys
- Translation of resident survey to Spanish for Latino community input

Michael Davis, Assistant to the County Manager, reported that staff continues to work closely with Lou O'Boyle and her staff at the consulting firm of Zelos on the Strategic Plan.

Zelos would continue to help facilitate the data collection phase, which would continue through August and into September. He informed the Board that in mid-September, the Direction Setting Team and the Plan Development Team would meet to review data collected this summer and begin the plan creation phase of the process.

The Board thanked staff for the update.

Extension of Cleaning Contract

Motiryo Keambiroiro, General Services Director, presented this item. She stated that the Human Services Building is currently receiving interim janitorial services. The interim contracted amount for B&R Janitorial is \$52,551.56 under Funds Reservation #11-871 (April 15-June 31, 2011). This amount would be exhausted as expected on July 31, 2011.

Ms. Keambiroiro noted that until the RFP for Human Services janitorial Services can be awarded, the contract amount with B&R Janitorial is requested to be extended month to month, at a cost of \$15,781.20 per month. She notified the Board that the janitorial service schedule is 10:00 AM-2:00 PM for Day Porter Services and Evening Services, Monday through Friday.

Commissioner Howerton moved, seconded by Vice-Chairman Reckhow to suspend the rules.

The motion carried unanimously.

Vice-Chairman Reckhow, seconded by Commissioner Howerton to authorize additional funding and extend month to month with B&R Janitorial \$15,781.20 per month until the RFP can be awarded.

The motion carried unanimously.

Directives

1. Provide a breakdown to determine what the cost per square foot is and how it compares to other buildings.
2. Bring information to the Board about the cost per person and the amount it would have cost per employee with the new company.

Replacement of Vacant Commissioner's Seat

Lowell L. Siler, County Attorney, introduced this item. He referenced N.C. General Statute § 153A-27 regarding the replacement of a vacant Commissioner's seat.

Michael Palmer, Acting County Manager, provided further information concerning the process going forward. He recommended that the County design an application for the candidates for submission to the Clerk to the Board's Office.

County Attorney Siler encouraged all applicants go through the appropriate political party to allow proper vetting and consideration.

The Board held a lengthy discussion about the process.

The Board agreed to meet on August 22 at 4:30 p.m. to review applications and to discuss questions for the candidates. The Commissioners also decided to assemble on September 6 at 1:00 p.m. to discuss potential dates for interviews.

Directives

1. Staff to design an application for the candidates; include a box that would indicate whether the applicant is a Democrat or a Republican; indicate the deadline for receipt of applications to be August 15; include "highly recommend that the candidates go through Democratic Party" on the application.
2. Forward the drafted application to the Board to ensure that all questions have been included.
3. Place application on the County website.
4. Public Information to send a notice highlighting the process.
5. Encourage candidates to go through democratic process.
6. Bring applications back to the Board.
7. Staff to draft questions to be asked to the candidates.
8. Send a letter to the Democratic Party to make them aware of former board member Becky Heron's resignation.

Review of April-July BOCC Directives

Michael Davis, Assistant to the County Manager, presented this item. He stated that it was requested that at each month's Worksession, the Board of County Commissioners has the opportunity to review the previous month's directives for staff and make comments as necessary.

Mr. Davis replied to Commissioner Howerton's inquiry regarding the contract for the Senior Center.

The Board thanked Mr. Davis for the directives.

Continuation—Homeless Services Advisory Committee Appointment

Per the Commissioners' request, Deputy County Attorney Carol Hammett provided additional information regarding HUD's decision pertaining to perceived conflict of interest.

Chairman Page thanked Deputy County Attorney Hammett for following up on the issue. He hoped that the committee allows providers in the community to express themselves and share pertinent information with the Board when making decisions.

Michelle Parker-Evans, Clerk to the Board, distributed ballots to the Board to make appointments to boards and commissions.

The following appointments were made:

Homeless Services Advisory Committee

Fred Stoppelkamp, Nonprofit

Joyce R. Payne, Former Homeless Individual

Robert B. Glenn, Jr., Faith Community

John A. Bowman, Private Sector

Closed Session

Vice-Chairman Reckhow moved, seconded by Commissioner Howerton to adjourn to Closed Session pursuant to G.S. § 143-318.11(a)(6) to discuss annual performance evaluations of elected and appointed officials.

The motion carried unanimously.

Reconvene from Closed Session

Vice-Chairman Reckhow moved, seconded by Commissioner Howerton to provide a 4.25% increase for the Sheriff and that any additional increases would be pending a market study report from Human Resources.

The motion carried unanimously.

Adjournment

There being no further business, Chairman Page adjourned the meeting at 12:00 noon.

Respectfully Submitted,

Angela M. Pinnix
Administrative Assistant
Clerk to the Board's office