

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

Monday, November 14, 2005

AGENDA

?Public Charge?

The Board of Commissioners asks its members and citizens to conduct themselves in a respectful, courteous manner, both with the Board and fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chairman will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chairman will recess the meeting until such time that a genuine commitment to the public charge is observed.

As a courtesy to others, please turn off cell phones during the meeting.

7:00 P.M. Regular Session

1. **Opening of Regular Session**?Pledge of Allegiance 5 min.
2. **Agenda Adjustments** 5 min.
3. **Announcements** 5 min.
 - Durham City-County Planning Department will hold a community meeting to gather input on the Eastern Durham Open Space Plan.
Thursday, November 17?Oak Grove Elementary School Media Center?3810 Wake Forest Road?7:00 p.m.
4. **Minutes**
 - a. October 10, 2005 Regular Session
 - b. October 24, 2005 Regular Session
5. **Recognition of Military Personnel Currently Serving County Government**
30 min.

In honor of National Veterans? Day on Friday, November 11, 2005, the Board of County Commissioners will recognize past and present military personnel currently employed by Durham County Government.

In 1918, on the 11th hour of the 11th day of the 11th month, the world rejoiced and celebrated. After four years of bitter war, the Allied powers signed a cease-fire agreement (an Armistice) with Germany at Rethondes, France on November 11, 1918, ending World War I. The ?war to end all wars? was over. November 11, 1919 was set aside as Armistice Day in the United States, to remember the sacrifices that men and women made during World War I in order to ensure a lasting peace.

Military veterans and members of the National Guard and Reserves (Army, Navy, Air Force, Marines, and Coast Guard) currently employed by Durham County Government will be recognized for their personal service and sacrifices to both the County of Durham and the United States of America.

A representative from the North Carolina Committee for Employer Support of the Guard and Reserve (ESGR) will also address the Board and make a presentation to Durham County for meritorious leadership and initiative in the support of the men and women who serve America in the National Guard and Reserve.

Resource Person(s): Mike Turner, General Services Director, and Johnny Dwiggins, North Carolina Employer Support Guard and Reserve (ESGR) Coordinator

County Manger?s Recommendation: The Manager recommends that all military veterans currently employed by Durham County Government be recognized for their past and/or present military service and extend to the group the appreciation of the entire organization.
6. **DSS Best Practices Award?Innovations in Services to Customers**
5 min.

The Department of Social Services has received a statewide Best Practices Award from the NC Association of County Directors of Social Services in the ?Innovations in Services to Customers? Category. The agency received the award on October 13, 2005 at the Social Services Institute for the *MAPP: Inclusion of Birth Parent Panel* initiative. The Model Approach to Partnership in Parenting (MAPP) is training provided to foster parents. As part of the agency?s implementation of Shared Parenting between birth parents and foster parents, a Birth Parent Panel has been added to the MAPP course. Shared Parenting is a component of the Multiple Response System reforms in child

welfare. The purpose of the Birth Parent Panel is to help reduce the apprehension of foster parents as they work along with birth parents for reunification.

The project started following recommendations from the Annie E. Casey Foundation. Five birth parents served on the panel and shared a wealth of information regarding their plight while their children were in DSS custody. To participate on the panel, participants must have complied with and completed their individual case plan; their children had been returned home. The impact was very profound, as it gave prospective parents an opportunity to see birth parents as real people with real feelings about bad decisions they had made. Money stipends were provided for panel participation and for childcare. The panel was videotaped with written consent from all participants. The tape was professionally edited for use in future MAPP classes, in-service staff training, and staff and community education. Estimate project costs were \$355. The long-term impact of the project is that with the implementation of shared parenting, effective communication will be created between birth parents and foster parents, which can result in a reduction in the length of stay, reduce the number of placements, and increase the rate of reunification.

Resource Person(s): Sammy Haithcock, DSS Director; Chuck Harris, Assistant Director; Pattye Brown, Social Worker/MAPP Trainer; Peg Carmody, Social Worker/MAPP Trainer; and Montina Swift, Family-to-Family Coordinator

County Manager's Recommendation: The Manager recommends that the Board recognize the Department of Social Services and its staff for receiving this recognition.

7. DSS Best Practices Award?Cost Savings Measures and/or Improvements in Efficiency

5 min.

The Department of Social Services has received a statewide Best Practices Award from the NC Association of County Directors of Social Services in the "Cost Savings Measures and/or Improvements in Efficiency" Category. The agency received the award on October 13, 2005 at the Social Services Institute for a project that automated the Medicaid re-enrollment process. The agency investigated the feasibility of automating and contracting out the physical labor associated with monthly organizing, inserting, and mailing of approximately 600 re-enrollment packets, which was being accomplished by 25 eligibility workers by hand with pen and paper. The project has reduced time collating forms and stuffing and addressing envelopes, reduced paper in client files, created professional uniform re-enrollment packets, and created imaged documents rather than paper to be stored in the agency. The first re-enrollment packets were mailed in May 2005. The goals of the project were to:

- save agency money;
- save each Family & Children's eligibility worker seven to eight hours per month in paperwork;
- save support staff time in sorting mail and automate the return mail processes at the agency;
- assure all forms and correspondence are uniform and complete;
- create electronic (imaged) records for each re-enrollment packet; and
- decrease the need to request for new eligibility worker positions because of annual growth in Family & Children's Medicaid cases.

Time formerly needed to organize, assemble, fill out, and mail each re-enrollment packet is now utilized to interact with clients; meet accuracy, timeliness, and quality assurance goals on applications and on-going case maintenance; and handle the continuing growth in Medicaid cases without adding more staff. The project has also reduced the amount of time to sort mail because the color-coded, window business reply envelopes with the district number visible in the window allows staff to disburse mail prior to opening.

The project has resulted in anticipated savings of 50% in staff time, postage, envelopes, paper and photocopy expenses with an estimated cost savings over the next 15 months totaling \$27,212.00. Staff hours saved are 2,800. With a massive increase in Medicaid caseloads, this has allowed staff to handle the workload without a corresponding increase in staff. The agency has begun to expand this process for Food Stamps and will continue to phase this in for other programs over the next two years.

The great testimonial to the success of the project is a quote from one of the eligibility workers: "It gives us more time to process applications and perform on-going case maintenance!"

Resource Person(s): Sammy Haithcock, DSS Director; Cynthia Cason, Medicaid Program Manager; and Beth Steenberg, Planner/Evaluator, DSS

County Manager's Recommendation: The Manager recommends that the Board recognize the Department of Social Services and its staff for receiving this recognition.

8. **November Anchor Award Winner?Barbara Torian**

5 min.

Barbara Torian, a senior systems analyst in the Information Technology Department, was selected to receive the November Anchor Award. Barbara was recognized for this honor because of her superior work and particularly for her diligent work on the SAP project.

- Barbara put forth maximum effort to grasp the concept of the SAP system and was later named team leader after spreading the knowledge she gained.
- Although Barbara's contributions go far beyond SAP, as she is known for always being helpful and considerate to everyone, she certainly should be recognized as one of the people that contributed heavily to the County's move to SAP.

Chairman Ellen Reckhow will lead the presentation.

Resource Person(s): Carmen Giggy

County Manger's Recommendation: The Manager recommends that the November Anchor Award be presented to Barbara Torian along with congratulations of the entire organization.

9. **Durham Convention and Visitors Bureau Recognition?Alfred P. Sloan Award for Business Excellence in Work Place Flexibility**

5 min.

Commission Vice-Chairman Becky Heron has requested that the Board recognize the Durham Convention and Visitors Bureau for receiving the Alfred P. Sloan Award for Business Excellence in Work Place Flexibility.

Resource Person(s): Commission Vice-Chairman Becky Heron and Shelly A. Green, Chief Operating Officer, Durham Convention and Visitors Bureau

County Manger's Recommendation: The Manager recommends that the Commissioners acknowledge the accomplishments of the Durham Convention and Visitors Bureau.

10. **Consent Agenda** 20 min.

- a. Request for Authorization to Enter into Contract with Hart Intercivic (authorize the execution of the contract in the amount of \$160,238; funds are available in the Automation Enhancement and Preservation Fund);
- b. Award of Contracts for Purchase of Vehicles for Sheriff's Office, Tax Administration, General Services, and Engineering Departments (authorize the Manager to enter into a contract with University Ford Inc. for \$985,465.00, Morehead City Ford for \$141,936.00, and Rick Hendricks Chevrolet Inc. for \$10,812.00);
- c. Budget Ordinance Amendment No. 06BCC000025?Public Health?Recognize Revenue for the Environmental Health Division (recognize \$45,025 from the Department of Health and Human Services for the childhood lead poisoning prevention program);
- d. Budget Ordinance Amendment No. 06BCC000026?Public Health?Recognize Grant Funds From Kate B. Reynolds Charitable Trust and Establish a Part-Time Position to Support the Work of The Partnership for a Healthy Durham (recognize grant funds in the amount of \$15,000 and establish a provisional 0.50 FTE Health Education Specialist position);
- e. Budget Ordinance Amendment No. 06BCC000027 and Capital Project Amendment No. 06CPA000005?Advancement of \$2,005,960 in County funds (Fund Balance) for Two New and Two Existing Durham Public Schools Projects to be Reimbursed by General Obligation Bond Funds Issued in Spring 2006 (approve to create two new projects and increase funding for two existing projects);
- f. Advancement of Revaluation Date to January 1, 2008 (adopt the resolution from the Tax Administrator advancing the revaluation date); and
- g. Finance Policy (approve the Finance Policy for Durham County).

11. **Resolution Amending the Economic Development Investment Fund**

20 min.

The Board of Commissioners adopted a resolution creating the Economic Development Investment Fund on October 14, 1996. Besides creating the fund from which economic incentives could be paid, the resolution created the parameters for awarding economic incentives. Since 1996, the business climate in the United States has changed considerably. Many of the jobs held by Durham County residents in 1996 have now been exported offshore. The need to recruit companies which will bring high paying jobs along with medical benefits to Durham County is now of paramount importance. Corporate headquarters are specifically mentioned in the policy as one type of employer that is likely to produce high paying jobs. While headquarters of companies and other large employers may build their own buildings, today many of these companies may choose instead to locate in properties that have already been developed. The revision to the policy recognizes this change in corporate reality.

The Resolution Amending the Economic Development Investment Fund provides the following:

- Minimum \$5 million investment to be increased annually by CPI.
- Minimum creation of 200 new jobs in Durham County.
- New jobs must pay 110% of average wage in Durham County.
- Company must provide health insurance for employees.
- Incentive is up to \$1 million at the discretion of the Board.
- ?Claw-back? provision to require partial or total repayment of incentive if the company leaves prior to ten years.
- Commissioners are not obligated to make an appropriation to any company.

Resource Person(s): Michael Ruffin, County Manager, and Chuck Kitchen, County Attorney

County Manger's Recommendation: The Manager recommends that the Board adopt the resolution amending the Economic Development Investment Fund.

1¾ hrs.