

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

Monday, August 26, 2013

County Commissioners' Chambers  
200 East Main Street, Durham, North Carolina

**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.

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**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)
  - 1) "In Touch with Durham County," the Durham County Television show, airs on Cable TV Channel 8 at 8:30 a.m. and 12 noon on Mondays; and 8:30 a.m., 12 noon and 6:30 pm on Tuesday–Sundays. Our County Commissioners' meetings are also rebroadcast on Thursdays at 2:00 p.m., Saturdays at 9:00 p.m., and Sundays at 9:00 p.m.
  - 2) Durham County needs you! If you have a few hours to commit, Durham County has a number of boards and commissions that can benefit from your participation. We invite you to make a difference in our community. Contact the Clerk's Office at 919-560-0025, visit the County's website, or email [Clerk@dconc.gov](mailto:Clerk@dconc.gov) for more information. Please note that all City and County taxes must be current at the time of application.
  - 3) Durham County has an opportunity to participate in a groundbreaking 20-30 year study to help understand the causes of cancer – and ultimately to eradicate it. The American Cancer Society has selected Durham County Library as one of four enrollment sites in Durham and Orange Counties. The goal is to enroll a minimum of 150 people in the study on September 24 at the Main Library, but enrollment appointments must be made in advance. Adults 30-65 years of age, who have never been diagnosed with cancer, can sign up to participate in the study, and anyone can become a champion to encourage

others to participate. Learn more about the study, and register to enroll at [durhamcountylibrary.org/cancer](http://durhamcountylibrary.org/cancer).

**4. Minutes (5 min)**

- a. July 29, 2013 Regular Session
- b. August 5, 2013 Worksession

**5. Resolution - World War II Veteran 100<sup>th</sup> Birthday (5 min)**

- 1) The Board is requested to honor a Navy, World War II Veteran of Durham County, Jerry Millard Smith. Mr. Smith will celebrate his 100<sup>th</sup> Birthday on August 27, 2013, where he will be honored at 3:00 p.m., in Raleigh at the Governor's Mansion.
- 2) Mr. Smith was born to Mamie Taylor and Roy Smith on August 27, 1913, in Kinston, NC, weighing in at only one pound and a half at birth. He is married to Betty Ervin Smith of 46 years. He is the father of three children, son, Randy and daughter, Beverly. Jerry lost a son, PVT, Jerald Thomas Smith in 1966 while serving in the U.S. Marine during the Vietnam Era.
- 3) Seaman Second Class Smith was in the First Construction Battalion of the U. S. Navy which was formed the first SEABEES of the Navy in 1942. Mr. Smith is one of the oldest living Seabees, if not the oldest.
- 4) Mr. Smith retired from a building supply business and worked for another 30 years with a mortuary service, all while volunteering at the Durham Veterans Affairs Medical Center for nine of those years. He finally retired at age 95 years young. Mr. Smith was able to drive until he was 98 years of age.

**Resource Persons:** Fred Foster, Jr., Chair, Board of County Commissioners; Lois Harvin-Ravin, Veteran Services Officer

**County Manager's Recommendation:** The County Manager recommends that the Board recognize World War II, veteran Jerry Millard Smith, for his service to our nation and present him with a resolution in celebration of his 100<sup>th</sup> Birthday.

**6. Resolution of Appreciation - Honoring Mary Holderness (5 min)**

- 1) A request is being made to the Board to acknowledge Mrs. Mary Holderness, who in 1988 founded the organization and event known as *Project Graduation*. From that point, continuing on until 2012, she served as its director and guiding force. Under her stewardship, *Project Graduation* has not only been able to provided thousands of dollars in scholarships to Durham high school seniors, it has also simultaneously celebrated and protected tens of thousands of these students as they mark the special occasion that is graduation.
- 2) Though Mrs. Holderness may formally be stepping down, her legacy and the esprit de corps that she has fostered amongst all of her board members and community contributors will no doubt remain resolute. While the selfless manner in which she has

served Durham may mean that many not directly associated with her are not aware of her deeds, those who have worked with her can think of few more deserving of such an acknowledgment as this Resolution.

**Resource Persons:** Fred Foster, Jr., Chair, Board of County Commissioners; James Tabron, Project Graduation Committee member

**County Manager's Recommendation:** The Manager recommends that the Board recognize the service of Ms Mary Holderness and read the Resolution of Appreciation.

**7. Presentation of Plaque by the NC Public Health Accreditation Board to Recognize the Durham County Department of Public Health as a NC Accredited Local Public Health Department (5 min)**

- 1) The Board is requested to receive the presentation of the plaque bestowing State Accreditation to the Durham County Department of Public Health.
- 2) The NC General Assembly established an accreditation system for local health departments, as recommended by the Public Health Task Force 2004. The Commission for Health Services, as required by the accreditation legislation, met and approved the temporary accreditation rules on December 9, 2005. Later, the Permanent Accreditation Rules were adopted by the Rules Commission on September 21, 2006, with an effective date of October 1, 2006.
- 3) The rules became Chapter 48 – Local Health Department Accreditation and Sub-Chapter 48A – Local Health Department Accreditation – Administration of the NC Administrative Code This code establishes the process for local health departments to become accredited pursuant to G.S. 130A-34.1.
- 4) The benefits of North Carolina Local Health Department Accreditation are:
  - *High Performance and Quality Improvement*
  - *Recognition and Validation of the Public Health Department's Work*
  - *Improved Access to Resources*

**Resource Persons:** Gayle Harris, Health Director; Dr. Dorothy Cilenti and Dr. Joy Reed, NC Public Health Accreditation Board

**County Manager's Recommendation:** The County Manager recommends that the Board accept the plaque bestowing Accreditation status to the Durham County Department of Public Health.

**8. Proclamation Expressing Appreciation for Durham Institutions Participating in YouthWork Internship Program (5 min)**

- 1) The Board is requested to issue the attached proclamation expressing appreciation for all the Durham Institutions which participated in this summer's new, expanded YouthWork Internship Program.

- 2) Durham County has long participated as a host site for the Mayor's Summer Youth Work Program, and this year played an even more active role as that earlier program was reborn and rejuvenated as the Durham YouthWork Internship Program.
- 3) Durham County is continuing to work with the City of Durham, Durham Public Schools, the Durham Workforce Development Board, and many other public and private sector partners to expand the number, variety, and targeted nature of internships available to Durham youth.

**Resource Persons:** Drew Cummings, Assistant County Manager

**County Manager's Recommendation:** The County Manager recommends that the Board issue the attached proclamation expressing appreciation for all the Durham Institutions which participated in this summer's new, expanded YouthWork Internship Program.

**9. Proclamation of September as Recovery Month in Durham County (5 min)**

- 1) The Board is requested to adopt the attached proclamation designating September as Addiction Recovery Month in Durham County.
- 2) Recovery Month is a national observance that educates Americans on the fact that addiction treatment and mental health services can enable those with a mental and/or substance use disorder to live a healthy and rewarding life. The observance's main focus is to laud the gains made by those in recovery from these conditions, just as we would those who are managing other health conditions such as hypertension, diabetes, asthma, and heart disease. Recovery Month spreads the positive message that behavioral health is essential to overall health, prevention works, treatment is effective, and people can and do recover.
- 3) The 2013 Recovery Month theme, "Join the Voices for Recovery: Together on Pathways to Wellness," emphasizes that behavioral health is now recognized as an essential part of one's overall health and wellbeing. People in recovery achieve healthy lifestyles, stable homes; meaningful daily activities strengthen neighborhoods and contribute in positive ways to the larger community.
- 4) The Durham County Criminal Justice Resource Center supports and promotes Recovery Month through and with its various substance abuse treatment services.

**Resource Persons:** Gudrun Parmer, Director, CJRC & Bob Thomas, Program Mgr., CJRC

**County Manager's Recommendation:** The County Manager recommends that the proclamation be adopted.

**10. Proclamation - 2013 Bull City Stand Down (5 min)**

- 1) The Bull City Stand Down Committee will host the 2013 Bull City Stand Down on Friday, September 20, 2013 at the Durham County Memorial Stadium and the National Guard Armory. The event is free and open to all male and female veterans, from 8:30 a.m. to 2 p.m. Free DATA bus of ACCESS service will be offered to veterans to and from the event.

- 2) Veterans will be provided free food, clothing, basic medical and legal assistance, housing benefits, educational benefits, haircuts, substance abuse and mental health assistance, job counseling, VA benefits assistance, local health and human services, personal care and supplies, flu shots, mammograms, showers, entertainment and more! This year, the Stand Down will feature a dental clinic.
- 3) The original Stand Down for Veterans was modeled after the Stand Down concept used during the Vietnam War to provide a safe retreat for units returning from combat operations. At secure base camp areas, troops were able to take care of personal hygiene, get clean uniforms, enjoy warm meals, receive medical and dental care, mail and receive letters, and enjoy the camaraderie of friends in a safe environment. Stand Down afforded battle-weary soldiers the opportunity to renew their spirit, health and overall sense of well-being.

**Resource Persons:** Lois Harvin-Ravin, Veteran Services Officer

**County Manager's Recommendation:** The Manager recommends that the Board proclaim Bull City Stand Down Day and present the signed proclamation to Darryl P. Hicklen, Chair of the Bull City Stand Down Committee.

#### **11. Consent Agenda (15 min)**

- a. Approve the Durham County ABC Board's use of the County of Durham's travel policy modified with the appropriate changes in titles, departments, form names, terminology, etc. that reflect the Durham County ABC organization);
- b. Receive the report on claims paid through the Risk Management Division for FY 12-13 approve the bonds as they meet the statutory requirements;
- c. Approve the attached, revised assistance policy for the 2013 round Single Family Rehabilitation (SFR) Grant from the North Carolina Housing Finance Agency (NCHFA);
- d. Approve the Records Retention Schedule issued by the North Carolina Department of Cultural Resources for records maintained by the Tax Administrator;
- e. Approve Budget Ordinance Amendment No. 14BCC000007 increasing the Soil & Water Department's budget in the amount of \$3,000 to fund internships that will assist with enforcing the Jordan, Falls and Upper Neuse River Watershed Rules with the funding source being appropriated fund balance of the General Fund;
- f. Authorize the County Manager to enter into a contract with Griffin & Strong, P.C. for a Joint Disparity Study for the County and City of Durham Contracting and Procurement Procedures for a total amount not to exceed \$300,000;
- g. Approve Budget Ordinance No. 14BCC000008 to recognize funds from Duke Energy Progress in the amount of \$157,136 to assist low-income customers with energy needs;

- h. Approve Budget Ordinance Amendment No.14BCC000009 to recognize \$250 of funds from Addiction Professionals of North Carolina for National Recovery Month Activities;
- i. Approve Budget Ordinance Amendment No. 14BCC000010 to recognize and apply Emergency Management Performance Grant (EMPG) funds to Durham County Emergency Management in the amount of \$14,878;
- j. Approve Budget Ordinance Amendment No. 14BCC000011 to recognize and apply Hazardous Materials Emergency Planning grant funds to Durham County Emergency Management in the amount of \$5,000;
- k. Approve the receipt of a grant offer from the Federal Aviation Administration (FAA) to be utilized at the Raleigh-Durham International Airport (RDU);
- l. Authorize the execution of the elevator services contract with Otis Elevator Company for the remainder of fiscal year FY 2013/2014 in the amount of \$51,700.00 and authorize the Manager to execute annual extensions up to \$90,000 or until the Gen2 software is no longer proprietary;
- m. Accept the property tax release and refund report for July, 2013 as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report;
- n. Approve the Fiscal Year 2013-2014 proportional match of the 40 hours of special leave awarded to eligible employees by the General Assembly;
- o. Approve the attached Program Manual for the CDBG Infrastructure Grant which is partially paying for the Rougemont Water System;
- p. Appoint Wayland Burton as Chairperson of the Durham County ABC Board by a recommendation made from its board members at their regular board meeting on August 19, 2013;
- q. Approve the change in accounting for the purchase of the Bethesda Volunteer Fire Department's assets/inventory, charging a rental fee to the Bethesda Fire and Rescue Service District for the use of the assets/inventory, and approve Budget Ordinance Amendment No. 14BCC000012 to properly account for the purchase of the assets by the General Fund and allocate a rent payment from the District Fund to the General Fund;
- r. Approve the Cooperative Agreement between Durham County and Commodity Credit Corporation for the amount of \$250,200, and to authorize the County Manager to execute the Cooperative Agreement, as well as the corresponding conservation easements on the Daye and Tilley Farms.

**12. Classification and Compensation Study for the County of Durham (15 min)**

- 1) The Board is requested to authorize the County Manager to enter into a contract with Evergreen Solutions, LLC to conduct a comprehensive Classification and Compensation Study for the County as specified in RFP #14-003 for a total not to exceed \$200,000. The funding was budgeted and approved by the board in the Fiscal Year 2013-14 budget.
- 2) The study will include performing a comprehensive review of the County's classification and compensation systems. The RFP was advertised on July 21, 2013 and a total of seven (7) responses were received and carefully evaluated by an Evaluation Committee of selected County employees. Two (2) of the respondents were selected for interviews by the Evaluation Committee, and Evergreen Solution, LLC was deemed the best firm for this project. See attached Proposal Tabulation - RFP 14-003.
- 3) Durham County established the following goals for the expenditure of funds with M/WBEs:

Ethnicity/Race/Gender Industry	African American	Asian American	Hispanic American	Native American	Women-Owned
Other Professional Services	7.20	N/A	N/A	N/A	3.55%

- 4) In review of the M/WBE participation, there will be 100% women-owned participation achieved on this project. Evergreen Solutions, LLC. is a registered HUB contractor (Women-Owned) and will be utilizing their own workforce to provide the labor/goods/supplies for this project and they have provided a responsive bid.

**Resource Persons:** Cora Wilson, Human Resources Director

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to enter into a contract with Evergreen Solutions, LLC for a Compensation Study for the County for a total amount not to exceed \$200,000.

**13. Citizen Board Appointments (15 min)**

- 1) Michelle Parker-Evans, Clerk to the Board, will distribute ballots to the Board to make appointments to the following boards and commissions:
  - a) Audit Oversight Committee
  - b) Bicycle and Pedestrian Advisory Commission
  - c) Board of Adjustment
  - d) Boxing and Wrestling Commission
  - e) Durham Planning Commission
  - f) Homeless Services Advisory Committee
  - g) Jury Commission
  - h) Nursing Home Community Advisory Committee
  - i) Women's Commission
  - j) Workforce Development Board

**Resource Person(s):** Michelle Parker-Evans, Clerk to the Board

**County Manager's Recommendation:** The County Manager recommends that the Board of County Commissioners vote to appoint members to the above-mentioned boards/commissions.

**14. RESERVED FOR ITEMS PULLED FROM CONSENT AGENDA (20 min)**

**15. Closed Session**

- 1) The Board of Commissioners is requested to adjourn to closed session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee, pursuant to G.S. § 143-318.11(a)(6).
- 2) The Board is requested to adjourn to Closed Session pursuant to G. S. 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.

**County Manager's Recommendation:** The County Manager recommends that the Board adjourn to Closed Session and direct staff as appropriate.