

**MINUTES OF BOARD OF COUNTY  
COMMISSIONERS**

**OF GUILFORD COUNTY**

Greensboro, North Carolina

May 30, 2017

The Board of County Commissioners met in a duly noticed work session on May 30, 2017 at 12:00PM in the Blue Room located on the first floor of the Old County Courthouse, 301 W. Market St., Greensboro, North Carolina.

**PRESENT:** Chairman Jeff Phillips, presiding; Vice Chairman Alan Branson; Commissioners Kay Cashion, Carolyn Q. Coleman (in at 12:15PM), Alan Perdue, Justin Conrad (in at 12:11), Hank Henning and Skip Alston and Carlvena Foster

**ABSENT:** None.

**ALSO PRESENT:** County Manager Marty Lawing; County Attorney Mark Payne, Deputy County Manager Clarence Grier; Robin Keller, Clerk to Board; Deputy Clerk to Board Scott Baillargeon; Michael Halford, Budget Director; Reid Baker, Finance Director; various County staff; and members of the community and media.

**I. WELCOME AND CALL TO ORDER**

Chairman Phillips called the meeting to order at 12:05PM and welcomed all those present.

**II. MAJOR EXPENSE CATERGORIES**

County Manager Marty Lawing reviewed the work session Agenda with the Board. He noted that Michael Halford would be leading the board through work session.

Budget Director Michael Halford reviewed the State-Revenue Neutral Property Tax rate, and spoke to the major revenue changes. He discussed the marked increases between the budget from last year and this year, and noted that Federal Funds would drop about 16% due to changes to the recent State changes to daycare and transportation vendors regarding the process of direct payments. He noted a sales tax increases of 2% in the next year, but advised caution with those projections and the County's fund balance structure. He noted that the Manager's Budget recommendation had a lower overall recommended fund balance. Halford also reported that the County had seen improvements in sales tax revenues for the year.

Commissioner Conrad entered the meeting at 12:11AM

Chairman Phillips asked about money received from the Family Justice Center (FJC).

Commissioner Coleman arrived at 12:15PM

Commissioner Foster arrived at 12:15PM

Halford spoke to the funds received from grants and other resources that provided assistance to fund the overall costs of the FJC.

Finance Director Reid Baker reviewed the planned utilization of the bond premium and the available fund Balance.

Commissioner Alston asked for clarification regarding the minimum fund balance rating of 8%.

Baker stated that 8% was the minimum; however, stated that it was recommended to remain at 12% in order for the County to maintain and was a major factor in receiving low interest rates.

Halford noted that the County was one of 43 government entities nationwide that maintained a Triple A bond rating.

Commissioner Alston questioned the County's borrowing percentage interest rate.

Baker stated that the County was well below the legal borrowing rate. He shared that the County's overall interest was between 2 and 3%; whereas the rate being paid on our debt was in the average of 4-4.5%.

Commissioner Alston inquired if the rate was due to the Triple A rating.

Baker responded that the rating had saved the County about .25 of a percentage.

Baker shared that a large budget driver was debt repayment. He spoke to the \$6M increase in the budget due to the debt repayment schedule, and reviewed the County's structured financing schedule and its place within the appropriated fund balance.

Halford outlined a high level overview of County expenditures including changes in personnel, supplies and materials, capital, and debt repayment etc. He noted that the County continued to experience significant increases among the costs of lab and medical supplies.

Commissioner Coleman inquired about the additional funds for daycare. She noted the issues the County had previously incurred had been due to the decisions made by staff.

Halford noted that there were additional factors that impacted daycare funding including those individuals who were court-ordered into daycare.

Commissioner Coleman questioned whether or not the County ran into the same issues with over-enrollment, and the options the County had to counter issues.

Halford spoke to the recommended additional \$500K to help offset any over enrollments in the future. He reviewed the concept of the reversion funds, and how the State can make additional reallocations to counties throughout the year. He reviewed the options for funding should the County encounter circumstances where a lack of funding exists.

Chairman Phillips questioned if in the past the County ever had to allocate funds to daycare services.

Halford stated that the County had not.

Commissioner Coleman expressed concerns regarding overspending and the County's ability to offset the ongoing expenses.

Commissioner Foster asked if the funds allocated to daycare also covered foster care needs.

Halford clarified that it did, and the County was budgeting \$5M for daycare with \$4.5M of State dollars; and \$500K of County funds for next fiscal year. Halford discussed the State-mandated funding requirements.

Commissioner Henning questioned the increase, and as clients rolled off and out of daycare, if those spots would be refilled; and if there was a way to stay within the budget.

Lawing stated that the County was not required to fill spots unless they were associated with foster care.

Commissioner Alston questioned the need to budget additional County dollars to accommodate the anticipation of over spending.

Halford stated that the department had worked down the number of children in childcare services to match that which the County had budgeted. He noted that this was the first year that the County had observed a notable increase of children enrolled than there were State allocated funds. Halford expressed caution for exceeding the \$500K.

Commissioner Coleman requested regular reportage be brought before the Board for how many children were rolling off the program in order for the Board to effect oversight concerning the funding status of the program.

Lawing stated that informational updates would be provided moving forward.

Chairman Phillips sought clarification regarding the State's coverage of daycare services.

Lawing reviewed some of the recent legislation changes that facilitated the over-spending that has created projection issues this year.

Chairman Phillips echoed Henning's concerns regarding the County being overly cautious in creating a County-funded cushion.

Commissioner Foster noted that the issues of this year's overspending solely impacted the citizens who needed the services. She further emphasized that she would support the \$500K to ensure County clients were not negatively impacted moving forward.

Halford reviewed capital increases including expanding the County vehicle fleet.

Commissioner Alston questioned if the Sheriff vehicles were included in the capital line.

Halford stated that there were 37 included.

Vice Chair Branson questioned the mileage the Sheriff was currently running on the vehicles at present.

Lawing stated that the patrol cars were over 100K miles; and the EMS vehicles were over 300K miles before replacement.

Commissioner Coleman asked for additional data concerning the dosages of Narcan distributed and addressed the increased call volume for overdoses in Guilford County.

Emergency Services Director, Jim Albright, provided information regarding the exponential spike in opioid usage and the impacts on EMS services. He also shared the subsequent spike in medical costs, and discussed the North Carolina Safe Surrender Law that if you surrender narcotic paraphilia they are normally not charged.

The Board discussed the demands on Law Enforcement, Fire, and EMS due to the opioid crisis in the County.

Halford reviewed the Manager's recommended 16 new positions, and clarified that they were mostly Human Services and Board-identified high priority positions.

Commissioner Coleman questioned the communications position, and under whose supervision would the position fall to; the Clerk to the Board, or the County Manager. She shared her preference that it be under the Manager's office.

Commissioner Alston stated that it was a clear fact that the position was necessary.

Commissioner Conrad asked if either Marty Lawing, or Clerk to the Board, Robin Keller, could provide further background of the request.

Lawing stated that Keller had come prepared and would talk to the request. He further spoke to the position's details, and expressed the importance of the position and ensured that all information would be scrutinized.

Clerk to the Board, Robin Keller, spoke to the position. She outlined the number of social media pages the County currently maintained, and emphasized the difficulties of administrating those accounts with a limited staff. She spoke to need for preserving concise records retention for public information requests, and stated that, specialist position, was in the best interests of the County rather than a PIO.

Commissioner Coleman cautioned staff to hire a qualified individual and to ensure that compensation aligned with responsibilities.

Commissioner Conrad sought clarification regarding the ambiguity over the worded August or October date of hire. He spoke to his preferences and asked the Board to consider the addition of an extra, second, person to work with Information Technologies that would avoid further criticism from the public; and make for a more user-friendly public website easily accessible to all.

Keller clarified that the position would be for an October hire; and would work with the IT Department on updating the County website and content.

Commissioner Coleman asked about the benefits in relation to salary for the position, and spoke to inflation of the pay scale.

Halford reviewed the position's salary was between 50-65K annually.

Commissioner Cashion inquired about how many communications positions the City of Greensboro had at present.

Keller stated there were currently 19 positions at the City of Greensboro.

Commissioner Coleman questioned the requested eligibility caseworker positions.

Social Services Director, Heather Skeens, reviewed the differences between the Eligibility Caseworkers and Eligibility Caseworker Assistants. She noted that they were moving away from the Northwoods system to integrate the NCFAST system; however, the process would take time to complete.

Public Health Director, Merle Green, reviewed the recommendation for School Nurses was to be over a period of six where there would be one nurse for 750 students, and was a request for 10 RNs for six years.

Lawing recommended four positions, and further stated that due to recurring expenditures, and being mindful of a possible economic slump predicted by economists, school nurses, while important, were not at the top of the priorities list requested by the schools.

Commissioner Conrad noted that there was a community group very interested in this topic, and added that the County would not make a large dent to the number of nurses in one year; however, explained that the County was moving in a positive direction. He discussed the efficiencies gained by including nurses in the schools, and expressed pleasure for the noted change despite it not being ideal to the overall situation.

Vice Chair Branson noted that in lieu of an onsite nurse the duties to administer care to children fell upon CNAs, teachers, and the administrative staff. He questioned the types of chronic conditions that require ongoing care throughout the day, and inquired if required inoculations could be administered before or after school by the parents.

Green stated the increase of chronic conditions in children above adults over the age of 40, and spoke to diseases that require multiple inoculations throughout the day. Green

emphasized the need for equal access of medical care and provisions of care to all children in the schools.

Commissioner Foster questioned how many would be added to Title I schools.

Green clarified the new positions would place an acute focus on primarily Title I elementary schools.

Commissioner Alston expressed support of the 10 positions in a six-year plan.

Green reviewed the total number of positions would be 36, and emphasized that due to legal limitations of CNAs to provide care, CNAs were not Registered Nurses, and therefore, excluded in the ratio of nurses.

Discussion ensued among the Board regarding the need for more licensed and trained healthcare personnel in the County's schools.

Chairman Phillips sought clarification from Heather Skeens regarding the additional \$500K of County funds to assist projections for daycare spending.

Skeens stated that daycare was moving into the NCFAST system. Therefore, the State would be taking over the daycare payments. And, due to issues with the NCFAST rollover the State had recommended funding for three additional months of payments due to the delay to integrate the new system.

Skeens stated that the \$500K is Temporary Assistance for Needy Families (TANF) dollars. She reviewed that the County allotment for daycare spending and traditionally the County had to return the allotted funds each year within a small target area. Skeens stated that it was difficult to project which type of daycare was selected and which children come into the program. There was a cost difference between an infant in daycare versus a 10-year-old in need of afterschool care.

Transportation Director, Myra Thompson, stated that there were additional needs for foster care kids coming into custody and needing immediate placement in daycare. In order for the County to receive these Federally allotted funds required the County to match dollar for dollar.

Chairman Phillips restated for clarity that the \$500K was not additional County dollars, but more of a re-appropriation of existing dollars.

Skeens confirmed Chairman Phillips claim. The County had set aside Maintenance of Effort (MOE) funds, which are used for children that are eligible for TANF funds. She

noted that the TANF dollars were capped funds and therefore, if needed, could be used for daycare.

Thompson explained that the \$4.5M in TANF funds was used in Work First and Child Welfare for salaries, but stated that the County was carving out \$500K of that for daycare. She noted, too, that Child welfare received additional state funding.

Halford reviewed the Manager's Budget; included the 3% Merit Pool in the next year's budget, and reviewed what other government entities were doing.

Commissioner Coleman questioned the merit pool recommendations, and urged compensation reviews for lower paid positions.

Vice Chair Branson reiterated that the transportation drivers were not required to have a CDL, and questioned the retention rate of the positions.

Commissioner Perdue noted that the County had a pay plan problem. That rather than working on positions one at a time it was important to fund a strong merit pool to correct the overall compensation problem.

Halford reviewed funding for peer pay adjustments.

Commissioner Alston inquired about those employees who did not receive merits in the last year.

Lawing reviewed the process for low performing employees. He stated that some were on coaching plans while others have been dismissed. He discussed the Merit pool and how it was based on employee work performance.

Halford reviewed the merit percentage, and stated that a full impact was about \$4M gross; however, with the changes in the process it crossed fiscal years.

Commissioner Coleman reviewed the peer pay adjustments and how the County compared.

The Board recessed at 2:20PM

Chairman Phillips called the meeting back to order at 2:35PM

### **III. EDUCATION**

Lawing shared that the Board of Education had some scheduling conflicts and asked if they could come to another work session.

Halford noted that the total recommended increase for the Guilford County Schools (GCS) would be a \$13.3M total increase for the schools.

Of the \$5.5M operating allocation increase, schools would retain ~\$2M with \$3.4M allocated for the charter schools.

Halford reviewed the per-pupil funding ratio of \$2,439.00 per-pupil funding recommendation based on the Manager's proposed budget. He discussed the impacts regarding school funding as charter school student populations had risen. Halford reviewed the local dollar funding program, but noted that he could not speak to the formula the State used. Halford outlined the Major Budget Changes including changes in the NCFAST system, child daycare payments, and Medicaid transportation payments to vendors. Halford spoke to the major contracts (those over \$200K), which the Board would need to approve for Social Services.

Commissioner Alston returned at 2:40PM

Commissioner Coleman questioned the funding formula for the charter school allocation; and the additional \$75K regarding the child medical exam program.

Commissioner Alston inquired about per-pupil funding range across the County.

Commissioner Foster inquired about the Foster Care Program Recruiter and new eligibility positions.

Skeens outlined the Child Medical evaluation as it relates to social services, and emphasized the specialized nature of the evaluation that it went beyond the general standard child pediatrician or emergency room visit as it included a forensic interview of the child. Skeens spoke to the ability to perform this service currently in Guilford County, and that the majority of victims were transported out of the County for the evaluation to be administered in which the results could take up to three to four weeks to receive; therefore, the request would expedite the timing of the evaluation and provide faster services to clients.

Commissioner Coleman asked if a consolidated effort for abused, neglected, or DSS excluded victims could be included.

Skeens spoke to the differences among cases, and provided further background concerning the reimbursable time to the physicians. The funds would be for those expenses that were not initially covered. She discussed partnering with Cone Health to leverage local resources to augment the costs of the new services.

Thompson shared that the amounts indicated were based off recent negotiations.

Halford presented a document regarding the larger DSS contracts with the Board.

Commissioner Foster questioned the Child Medical Exam and if it was funded through DSS, but housed at the FJC; could all children access these services.

Chairman Phillips questioned the funding allocations for daycare and the anticipated reduction next fiscal year.

Halford confirmed, and reviewed the major budgetary changes for Public Health, and to the Juvenile Crime Prevention Council (JCPC) recommendations.

Community Engagement Manager, Jenny Caviness, reported the funding of 20 different programs. Each was based on the needs of juveniles, and spoke to the addition of three new programs in High Point.

Commissioner Coleman questioned the diversity in the funding groups.

Caviness stated that they received over 30 applications this year with multiple applications from minority businesses. She reviewed the process to ensure access for non-profits to apply for JCPC dollars.

Commissioner Foster noted that only three programs addressed the needs in High Point.

Caviness shared that there was a need for services in High Point; however, lacked providers in High Point. She noted, too, that they did not receive many applications from High Point.

Commissioner Alston urged the JCPC Board to continue its efforts to ensure diversification of its programing.

The Board commended Ms. Caviness for her work and the work of the JCPC board.

#### **IV. PUBLIC SAFETY**

Halford reviewed the Animal Shelter budget illustrating no large changes in the budget.

Halford stated that the funds collected from Susie's Fund were not mixed with any other County funds. The funds were allocated for a specific Susie's Fund accounting unit, and would be able to track funds back to the penny.

Commissioner Conrad questioned the budgeting of Susie's Fund.

Chairman Phillips stated that the total amount of Susie's Fund was \$253K. He sought further clarification for the immediate appropriation of the \$150K.

Deputy County Manager, Clarence Grier, stated that they had estimated \$150k. He spoke to the contracts the County had with various vets that provided after hours medical care; and the expenditures reaching over \$160K in the previous fiscal year. He stated that if needed additional funds could be utilized, and emphasized the policy where all of the expenses had been incurred by the County's operational budget. Now that the policies were in place the County would begin implementing Susie's Fund dollars. Grier further stated that every animal that came through the shelter had received medical care.

Commissioner Coleman questioned the number of vets the County contracted with in addition to onsite veterinary care.

Grier reviewed the contracts and stated that the Animal Shelter received roughly 14,000 animals per year, which when broken down, equated to roughly 1,000 animals per month.

Animal Shelter Director, Drew Brinkley, spoke to the submitted RFP in process to formalize the relationship to utilize Susie's Fund. And stated that many of the transported animals to emergency after-hours care facilities was through Animal Control or the work of good Samaritans.

Commissioner Conrad voiced support to move the funds into an account that was more readily accessible.

Halford stated that they could move all of the funds over, and any balance that remained would roll over, but it would just mean that the overall budget would increase.

Commissioner Coleman questioned why you would move the funds over and use the entire fund in one year. That it made better fiscal sense to allocate what you need when you need it.

Halford reiterated that the County already allocated operational funds for medical care.

Commissioner Conrad stated that he had received comments from the public interested in donating to the fund, and movement in the account promotes additional donations.

Halford reviewed the fire protection requested tax rates by the fire departments.

Commissioner Alston questioned if any of the department's requested additional capital funds.

Albright spoke to the majority needs among the departments were for operational costs and full time staff, and reiterated the decline in volunteerism, and emphasized the need for full-time staff. Albright reviewed the new regulations for air-packs and fire safety gear and the increase of apparatus. These new standards for equipment replacement; costs of machinery; and human capital were causing the need for additional fire tax revenue.

Commissioner Coleman inquired about related funding for the recommended tax increases.

Halford stated that the total property tax budget went up by \$917K dollars.

Lawing reviewed some of the requests of the fire department.

Jamestown Fire Chief, Steve Allred, outlined safety concerns and addressed the need for additional services.

Commissioner Conrad spoke to multiple conversations he had had with the Fire Chiefs in his district. He stated that the increased costs to provide services was an ongoing issue; and expressed concerns with the ability to provide mutual aid equitably throughout the County.

Vice Chair Branson discussed additional mandates for minimal staffing for responding to fires.

Commissioner Perdue echoed his support for the request. He stated that the public required a certain level of response from the fire departments. He shared that the volunteer fire services were facing the same issues as Guilford County throughout the state.

Commissioner Alston shared his support of the fire departments, but also encouraged diversity in hiring among the departments.

Lawing noted that there were several departments looking toward a rate-neutral versus a revenue neutral budget for some of the fire districts; however, stated that his budget did not recommend those changes.

Commissioner Perdue asked for a listing of departments that sought the rate-neutral budget to compare the difference in funds; and set aside funds to build capital financing for future purchases of equipment.

Commissioner Henning echoed the request for a breakdown in revenue neutral versus rate neutral for each fire department.

Commissioner Coleman asked if a vote would need to be separated out.

Payne stated that the Board could vote for the budget with one vote or separate it all out.

Chairman Phillips thanked the Fire Chiefs for their time and interest.

Summerfield Chief Johnson reiterated the steady increased call volumes and declines in volunteerism. He stated that they were planning to add three additional staff this year. And spoke to the burden of staffing.

Guilford-Randolph Fire Department, Chief Cox, spoke to the strong connections with the communities; that they had met with civic groups and churches; and assured the Board that the requests made in the budget were based on the feedback from their communities. He emphasized a rate-neutral request, which would be approximately \$2,000 annually for his district that would cover Guilford County.

Climax Fire Chief shared that several of his fire commissioners were present. He echoed lobbying the community for support. He stated that 1/3 of the volunteers on his calls were over 70 years old, and must hire more staff to meet the increased demands. He stated that the revenue neutral-rate only allows the hire of one staff person.

Chief Smith noted that the Fire Chiefs were a frugal group and they used every dollar for as long as they could. He stated that all of the departments were in similar situations.

The Board thanked the Fire Chiefs and their departments for all they do for our communities.

The Board recessed at 4:30PM

Chairman Phillips reconvened at 4:48PM

## **V. ORGANIZATIONAL EXCELLENCE**

Halford noted an imbalance for funding projects in capital improvement. He reviewed previous discussions for allocating set amounts to cover capital.

Commissioner Coleman out at 4:40PM

Halford noted the increase in Information Services including Disaster Recovery and Microsoft Enterprise; increases in Law Enforcement licensing and necessary system updates; and reviewed the County's technology fund used to address reoccurring technology needs in departments.

Commissioner Conrad noted that some of his technology concerns were for staffing and information officers.

Information Service Director, Hemant Desi, spoke to the ongoing efforts to update the website to accommodate for both citizen requests and navigation. He stated that he had been working with the County Clerk and additional departments including live chat capabilities for DHHS.

Commissioner Perdue shared that that would be a role for the communications specialist. There is a role for staff to maintain data; and collect input from the departments for content.

Halford noted the High Point Parking deck repairs; increases in operating expenses for project management services to oversee the large nine priority construction projects, as well as increases to support general maintains needs and \$300K for the joint County Schools study to address school capital needs.

## **VI. ECONOMIC DEVELOPMENT & RECREATION AND CULTURE**

Chairman Phillips reiterated that he would like to see the economic development allocations next fiscal year.

Halford provided an update on the Animal Shelter and Library Contract renewals. He stated that they would be reaching out to the City of Greensboro regarding the library contracts, and reviewed funding sources for libraries; and stated that libraries are typically a County function in North Carolina with the exception of four Counties, including Guilford.

Halford provided circulation rates with 74% being Greensboro Residents.

Commissioner Alston questioned if funding was tied to utilization.

Halford reviewed funding models one based on utilization, which would be an increase to \$1.72M.

Commissioner Alston inquired about impacts should the usage decline.

Halford stated that the rate would fluctuate. He cautioned that while overall usage may decline predicted that it was probable the County rates would remain the same.

Commissioner Alston encouraged the utilization of appropriations each year; and, questioned the department or individual that verified the percentages.

Halford stated his office would work with Greensboro Libraries for a statistically validated sample; and noted that validation terms were written into the language of the contracts.

Chairman Phillips noted that there were additional overlapping services with municipalities including tax collection, elections, etc. that need to be addressed as well.

Commissioner Henning asked if there were different funding options available to consider as a Board.

Commissioner Alston stated that he would support additional negotiations.

The Board discussed additional contracts with the City of Greensboro.

Lawing noted that the City has been negotiating in good faith thus far, and reviewed the history of City of Greensboro/Guilford County contracts.

Commissioner Phillips asked staff to keep the Board apprised of those negotiations.

Baker questioned funding formulas for the contracts, and cautioned against charges for indirect costs.

Commissioner Conrad posed questions concerning the revenues; and if those figures were included in their negotiations.

Halford outlined the costs for libraries as well as the Animal Control costs.

Commissioner Foster asked for clarification concerning the library contracts.

Halford stated that Greensboro Public Library was a State recognized County-run library, and High Point is a true municipal library. He stated that they have worked with the City of High Point to develop similar statistical data collection for utilization.

Commissioner Henning provided background regarding the origin of the discussions.

Halford stated that from Greensboro's perspective they have been asking for additional library funding from the County each year.

Discussion ensued from the Board regarding library funding.

## **VII. OTHER NEEDS**

Albright shared that they completed an extensive study of needs analysis for staffing. Albright stated that they continue to see a need for allocation of resources. The system is under pressure to deliver services. He stated that he believed based on revenues they could offset 10 positions with no need for new County dollars.

Commissioner Cashion asked for the number of positions needed.

Albright stated that they asked for 14, but based on revenues believed that 10 would suffice.

Commissioner Perdue asked about the timeline to staff regarding the paramedic academy.

Albright stated that over 50% of the staff have been from the academy, and there had been a decline in interest, and therefore, do not have the necessary number of people to run the academy this year.

Captain Whitesell emphasized the need to have a records staff person to meet state timeliness requirements. He spoke to a rise in calls and volume of the FJC and addressed the increase in the number of handgun permits. Whitesell requested one additional office specialist person to assist with the daily tasks to offset the voluminous workload.

Chairman Phillips questioned the costs of the addition positions.

EMS – \$375K for a full year

LWE – \$48K including benefits for a full year.

Commissioner Alston out at 5:47PM.

Whitesell inquired if the 25-year-old radio system is the only means of communication in the tunnel; and shared that there would be a \$90K expenditure when the new Law Enforcement Center construction begins to ensure that there was no loss of communications.

Lawing stated that there were also \$50K worth of repair needs in the kitchen equipment needs for the Jail.

The Board thanked the staff for their comments.

Merle Green spoke to the restaurant inspectors, and stated that they had over 3K institutions that needed to be inspected. Currently they were only inspecting 66% of those due to staffing shortages. Green recommended adding one additional inspector to meet inspection requirements.

Chairman Phillips questioned the cost of the position.

Halford provided the cost to be \$60K

The Board reviewed dates for the next work session. A meeting was set for Thursday, June 8 at 1PM

**VIII. ADJOURNMENT**

There being no further matters to discuss, the meeting adjourned by unanimous consent at 5:30PM.

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Chairman, Jeffrey M. Phillips

Guilford County Board of Commissioners

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Robin B. Keller

Clerk to Board