

**MINUTES OF BOARD OF COUNTY COMMISSIONERS  
OF GUILFORD COUNTY  
WORK SESSION**

Greensboro, North Carolina  
May 19, 2020

The Board of County Commissioners met in a duly noticed Work Session at 9:30AM in the McAdoo Conference Room located on the third floor of the BB&T Building, 201 W. Market St., Greensboro, NC.

**PRESENT:** Chairman Jeff Phillips, presiding; Vice Chairman Alan Perdue; Commissioners Carolyn Q. Coleman (in at 9:51AM), Melvin “Skip” Alston, Alan Branson, J. Carlvena Foster (in at 9:43AM) Kay Cashion, Justin Conrad and Hank Henning.

**ABSENT:** None.

**ALSO PRESENT:** County Manager Marty Lawing; County Attorney Mark Payne; Deputy County Manager Clarence Grier; Clerk to Board Robin Keller; Ariane Webb, Deputy Clerk to Board; Worley Smith, Communications Manager; Don Campbell, Emergency Management Director; Jim Albright, Emergency Services Director; Alex Smith, Budget Director; Harley Will, Finance Director; Heather Skeens, DHHS-DSS Division Director; various county staff and members of the media. Virtual participation was made available to the general public.

**I. WELCOME AND CALL TO ORDER**

Chairman Jeff Phillips welcomed those present and called the meeting to order at 9:30AM. He thanked county staff for the services being delivered during the COVID-19 pandemic. Phillips shared the work session will provide information on COVID-19 federal relief funding framework that had been developed and discussed by a key group of Commissioners and staff. He noted these plans have been preliminarily discussed with Commissioners, but the work session will provide greater detail on the potential uses of the funding.

**II. REVIEW PROPOSALS FOR CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT FUNDING PLAN**

County Manager Marty Lawing stated the purpose of the meeting is to discuss the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding plan. He shared Guilford County has received a total of \$93.7 million in funding and noted the federal government provided guidance

on how these funds could be used. Lawing confirmed that staff have developed a funding strategy outlining how these dollars can have the greatest impact within the community.

Lawing spoke to the anticipated needs throughout the county, but noted staff are currently unaware of actual funding needs. He stressed the need for flexibility and discussed the potential to move funding from one category to another, to meet the areas of greatest needs, and confirmed staff will present any future amendments to the plan to the Board for consideration and adoption.

Don Campbell, Emergency Management Director, spoke to the level of ambiguity in the guidance and cautioned that there may be questions presented that cannot be answered presently. He reviewed the organizational priorities for the funds and expressed hope that staff could provide transparent funding distribution and ensure an equitable process for all allocations.

Campbell introduced the four-part funding strategy: Expense Reimbursements for Guilford County, Mitigation and Preparedness Costs for future COVID Needs, Community Lifeline Support and Local Business Support.

Campbell recommended a Phase 1 allocation of \$68 million that would assign \$20 million towards Reimbursements, \$22 million towards Preparedness, \$5 million towards Lifeline Support and \$20 million for Business Grants, with \$25 million reserved for a Phase 2 allocation. He noted Guilford County cannot request reimbursement from FEMA until the CARES Act funding has been expended, so CARES funding will be the primary source of reimbursement for County COVID expenses. Campbell shared the estimated impact of the COVID-19 response upon salaries is over \$18 million, based upon current expenses, with decontamination costs for buildings and vehicles, and personal protective equipment (PPE) totaling \$750,000.

Commissioner Coleman arrived to the meeting at 9:51AM.

Campbell reviewed the estimated mitigation and preparedness costs for projects such as: building modifications for Public Health measures, Public Health lab and clinic modifications, emergency medical transportation, ambulance wash and decontamination system, building and vehicle decontamination systems, PPE purchases, teleworking infrastructure for County Operations, safe elections enhancements and Telemedicine Expansion.

Campbell noted the County would recommend certain items requested by the City of Greensboro be purchased using FEMA funding, and confirmed these funds would be directly available to municipalities. He shared that any items deemed ineligible for FEMA funding would be considered for CARES ACT funding.

Campbell reviewed the framework for approval of CARES Act funding, and how the approval and reimbursement processes would work in accordance with the Federal Audit Requirements. He discussed the recommended governmental grants disbursement options, which include: \$5 million to Guilford County Schools (GCS), approximately \$3 Million to the City of Greensboro,

approximately \$1 Million to the City of High Point. Campbell noted allocations to the jurisdictions were calculated using 2019 estimated census numbers.

Campbell shared the funding options for Community Lifeline Support and recommended a Phase 1 allocation of \$5 million to cover existing and future costs for non-profit agencies towards non-profit social service agency support, care for homeless population support and county fire department support.

Campbell introduced the Phase 1 allocation of \$20 million towards to the Small Business grant program. He confirmed the program will focus on locally-owned, small businesses and reviewed the application requirements.

Chairman Phillips thanked Campbell for the update and requested he review the Phase 1 funding strategy again, in greater detail.

Commissioner J. Carlvena Foster questioned if the public health labs and clinic modifications would impact both High Point and Greensboro, and the impact of these modifications upon onsite COVID testing.

Campbell shared staff are currently working on the scope of the project and noted one of the pieces of equipment that would allow for rapid COVID testing requires additional plumbing and space. He stated staff are conducting assessments at both sites to identify needs and determine their capacity for in-house testing within the current timeframe.

Commissioner Foster requested staff consider that the majority of COVID-positive cases are in High Point, and spoke to the need for accessible testing sites for city residents.

Campbell shared the current assessments are to identify capacity and spacing for processing of COVID tests, but spoke to the importance of ensuring testing is available at both locations.

Commissioner Carolyn Q. Coleman spoke to the recent community testing site administered by Moses Cone Hospital located at the UNC-Greensboro parking deck and questioned why a testing site could not be located at the NC A&T State University parking deck.

Chairman Phillips requested a brief summary of testing sites throughout the county.

Campbell reviewed testing sites located across the county and noted testing conducted at the UNC-Greensboro parking deck is being administered by the County. He confirmed staff are moving forward in a partnership with Harris Teeter to initiate testing sites in the High Point area, in addition to a partnership with the Greensboro and High Point Housing Authority's to begin mobile testing in their neighborhoods, to ensure accessibility for residents.

Chairman Phillips requested Campbell provide additional details regarding their progress in identifying options for testing sites on the NC A&T State University campus.

Campbell stated there are two models for off-site COVID testing, which include use of tents or parking decks. He shared parking decks are safer for employees manning the testing sites and spoke to the challenges associated with managing the flow of traffic through the A&T parking deck.

Commissioner Coleman questioned if the County has considered mobile testing.

Campbell discussed the County's current partnerships and efforts made to begin preparations for mobile testing in impacted communities.

Chairman Phillips noted this initiative is a work in progress and encouraged staff to expand opportunities for community testing, where possible.

Commissioner Melvin "Skip" Alston shared, for the benefit of those not participating in the COVID-19 working group, that the question of mobile units and community testing has been discussed over the prior two (2) weeks and expressed his concerns that a date of implementation has not been announced, as yet, and encouraged staff to expedite this process.

Commissioner Foster questioned the status of the additional community testing sites, in addition to a partnership with Harris Teeter, whose site is located at the County's parking deck in High Point. She questioned if a partnership could be developed with the City of High Point, as well.

Campbell reviewed discussions with the City of High Point regarding testing sites, and noted they presented the parking deck as a site option. He shared staff have also investigated the Guilford Technical Community College (GTCC) parking lot; however, classes will begin soon and staff would not be able to leave equipment onsite, overnight. Campbell shared the goal of expanding the County's capacity for community testing as we continue working with partner organizations. He spoke to the toll taken on the Public Health department to continue testing at its current levels and noted that additional testing should be supported by Triad Adult & Pediatric Medicine (TAPM) within the next seven (7) days.

Commissioner Kay Cashion remarked on the level of effort required by the Public Health department in its response to the pandemic. She questioned if temporary workers were being utilized to assist with testing and contact tracing.

Campbell shared the County has reallocated staff, such as school nurses, to assist with the COVID-19 response, and are utilizing a volunteer's, who are currently undergoing background checks.

Chairman Phillips called for any questions regarding Mitigation Preparedness Costs related to Governmental Grants, as presented by staff.

Commissioner Cashion questioned how the jurisdiction allocations, based on per capita calculations, compared to the funding requests submitted by these cities and towns.

Campbell stated only City of Greensboro had submitted a specific funding request.

Lawing confirmed Greensboro submitted a preliminary request of approximately \$2.1 million, and noted at least three (3) of the categories included in the request were eligible for FEMA reimbursement. He shared that the County would require the City to submit those expenses to FEMA to allow as much CARES funding, as possible, to remain within the community.

Commissioner Cashion questioned what expenses would be covered by the \$2.9 million grant allocation to the City of Greensboro.

Campbell suggested a few expenses where preparedness funding could be utilized, such as: plexiglass barriers in areas where payments are collected or were clerk's engagement with the public, as well as technology and hardware to assist with teleworking needs. He noted these types of costs are typically not FEMA-reimbursable, but could be covered with CARES Act funding.

Commissioner Cashion stated she wanted to ensure the needs of other municipalities are being considered when determining funding allocations.

Lawing stated that the County is at the beginning of the funding request cycle and not all municipalities are aware of the full extent of their needs, at this time, and expressed hope that they would receive direct funding from the federal government. He noted if they do not receive additional funding, these allocations would be able to provide some assistance.

Commissioner Coleman the types of expenses that the County would expect to see from small towns submitting requests.

Campbell discussed the types of expenses they would anticipate, such as: plexiglass areas for locations where payments are collected or teleconferencing technology for public meetings.

Commissioner Coleman shared her recent meeting with the mayor of Pleasant Garden and questioned if cities are aware of these recommended allocations.

Campbell stated they have not announced these grants to the other jurisdictions, as the intention was to present the recommendations to the Board first and receive policy guidance prior to sharing the grant information with cities and towns.

Lawing reiterated this statement and noted once the grant program was approved, they would share this information with the jurisdictions.

Commissioner Hank Henning expressed concern that some entities will utilize this funding to off-set certain budget needs for the fiscal year upcoming year and questioned how the County would manage this issue.

Campbell noted that many jurisdictions, including Guilford County, have already begun submitting FEMA funding requests. He reiterated that County's intent is to encourage municipalities to submit funding request for eligible FEMA expenses to ensure as much federal funding is received in Guilford County, as possible.

Commissioner Henning questioned if additional work sessions would be required to move forward with allocations.

Lawing stated that, based on the guidance, some of the allocations are clear and some are not and if the County receives a funding a request that doesn't fall within the parameters offered, staff would bring this back to the Board for consideration. He expressed his hope that they would be informed prior to June 30 if another bill is passed to support local government.

Chairman Phillips noted this version of the policy would serve as the framework, moving forward, but any additional appropriations would be subject to Board consideration.

Commissioner Justin Conrad questioned if, once the guidelines were approved, would there be a need for the Board, as a whole, to consider these requests, or if those decisions could be tasked to the working group or staff, and expressed his confidence in the plan, as presented.

County Attorney Mark Payne stated the Board has already given the County Manager additional authority to spend some of the funding and confirmed staff are able to authorize certain expenditures, within budget thresholds, but noted there will be certain items that will require specific Board approval.

Commissioner Coleman questioned if churches will receive "non-profit" designation under this plan.

Campbell stated the guidance is not clear regarding this policy, but noted if a church operates a food bank, they could potentially be an eligible recipient of CARES Act funding, and spoke to the need for additional guidance from the federal government as to the organizations that could be included in this category.

Commissioner Coleman questioned the timeframe to receive guidance and noted there are several feeding programs in the community that could benefit from this funding.

Campbell shared staff will continue to research the guidelines to determine how best to allocate the funding for non-profit organizations, and then present their recommendations at the next Board meeting.

Payne noted several churches in the County already have 501(c)(3) exemptions in place, and these organizations will be able to easily apply for non-profit support funding.

Commissioner Coleman echoed the statement and questioned if these organizations would be able to apply for funding now.

Campbell reiterated the County still needs to develop the process on applying for the funding and that an additional two (2) weeks would be required for additional research regarding federal guidelines related to the funding.

Commissioner Coleman spoke to the need for urgency in developing the process.

Lawing stated the guidance related to funding for food banks and organizations delivering food is very clear, so if the Board is in agreement, staff are prepared to move quickly with regards funding needs for these groups. He did note that the guidance regarding direct assistance to churches is not as clear.

Commissioner Alston echoed Commissioner Coleman's comments and expressed his concerns with the delay in funding for food banks and meal delivery programs. He shared his interest in partnering with United Way of Greensboro to disburse funding through an existing program, and noted, to date, they have already raised and distributed \$1.5 million dollars to churches and non-profit organizations during the pandemic. Alston encouraged the County to work with the United Way to distribute this CARES allocation using staff who are already trained to vet applications and fund groups quickly.

Commissioner Coleman questioned if the County could directly fund churches providing assistance, if they have 501(c)(3) designations, and noted not all churches were aware of the monies available through United Way.

Commissioner Alston stated the United Way has already developed the process, which would expedite disbursement of the CARES funding to non-profit organizations.

Commissioner Conrad expressed concern that if United Way is receiving weekly funding requests from organizations, the presented allocation will not last long. He shared his support for the idea, but noted the Board should not lose site of other groups in need of funding.

Commissioner Alston expressed his belief that the Community Lifeline Support allocation should be doubled to \$10 million to fully address the immediate needs of the community. He

noted there is a need for mortgage and rental assistance, as well, and recommended increasing the allocation and separating the distribution to county fire departments into a different category.

Commissioner Foster spoke to her recent discussions with United Way of High Point, and discussed their COVID Emergency Fund and screening processes. She recommended partnering with United Way to avoid duplication of services, to ensure funds are distributed responsibly and to alleviate the County's burden related to developing processes that already exist.

Commissioner Branson questioned the legality of funneling the allocation through a non-profit for disbursement.

Payne stated that County is ultimately responsible for any funds not expended appropriately. He confirmed housing assistance is an acceptable expenditure and noted a large amount of the State's COVID funding had been spent on housing. Payne noted if the County chose to utilize a non-profit to vet requests for and distribute CARES funding, then the County must ensure the funds go towards CARES-eligible expenditures, as the financial burden rests with the County.

Commissioner Branson spoke to the need to exercise caution when disbursing funding.

Payne affirmed the need for balancing immediate community needs with cautious consideration when distributing funds and confirmed staff would keep this in mind when considering all requests.

Commissioner Branson noted GCS buses are distributing food throughout the neighborhoods, in addition to sites set-up around local schools.

Chairman Phillips spoke to the need for caution and ensuring all processes follow federal guidelines. He questioned the guidance related to mortgage and rental assistance for citizens.

Campbell confirmed the initial guidance provided by the federal government does not include mortgage and rental assistance as allowable expenses for CARES funding; however, guidance offered at a later date indicated these were allowable expenses. He spoke to the need for ongoing research of the policies and responses to frequently-asked-questions (FAQs) provided by the federal government to accurately interpret the guidance. Campbell reiterated that, at this time, mortgage and rental assistance is considered an allowable expense.

Deputy County Manager Clarence Grier stated that he was a member of United Way board for the COVID Relief Fund. He spoke to his recent discussions with the group and if the County chooses to utilize the organization to distribute CARES funding, they have committed to ensuring Greensboro and High Point representation on the board, and would follow the CARES funding guidelines when disbursing funds.

Chairman Phillips expressed his confidence in providing the United Way with an allocation of \$2.5 million towards community disbursement, in accordance with federal guidelines.

Commissioner Cashion questioned if staff were aware of the total amount needed by local fire departments.

Campbell shared they are continuing to work with the Budget department and staff to identify estimates and actual costs, but estimated a total need of \$1.5 million.

Commissioner Cashion questioned if \$5 million is sufficient to address the needs of the fire departments and local communities. She recommended increasing the allocation.

Chairman Phillips stated the reason for holding \$25 million towards a Phase 2 allocation is for further consideration of additional community needs.

Commissioner Cashion spoke to the flexibility in allocating funds given the expansive needs that have already been served by non-profit organizations like the United Way. She spoke to the potential for conflicting opinions related to funding of various organizations.

Lawing suggested utilizing the United Way to vet applications and notifying the County prior to recommendations for payment, to ensure they are following eligibility guidelines. He encouraged discussing a cap on funding to ensure sufficient distribution.

Commissioner Alston discussed the United Way of Greensboro's distribution process and funding cap recommendations.

Chairman Phillips discussed potential funding cap options.

Lawing spoke to the need for coordination with United Way prior to funding distribution.

Commissioner Foster discussed the United Way of High Point's funding cap and noted these amounts may need to be increased if mortgage and rental assistance are provided.

Chairman Phillips requested Campbell develop funding guidelines for the United Way of Greensboro and United Way of High Point. He questioned if the Board objected to initially setting aside \$2.5 million of the total \$5 million allocation for agency-provided social services needs, not to include mortgage or rental assistance.

Commissioner Cashion requested clarification and questioned if the \$2.5 million would be solely managed by the United Way.

Commissioner Alston questioned if the \$2.5 million allocation would address homeless population needs.

Chairman Phillips stated this allocation would not address the homeless population, and noted their needs could be address under continuum of care requests.

Commissioner Alston reiterated his request to increase this category to \$8 million to address county fire department needs estimated at \$1.5 million and allocate \$4 million to the United Way to address social services needs and the homeless populations within Greensboro and High Point. He spoke to the fund-sharing partnership developed within the organization for both cities.

Commissioner Cashion expressed her support for utilizing the United Way to disburse funding for food banks and delivery services, but noted support services for the homeless population is a separate issue that should not be addressed by the organization. She opined that \$5 million would not be sufficient funding to address all three areas within the category, but expressed her support for allocating \$2.5 million to the United Way towards food distribution services.

Commissioner Alston clarified the United Way has provided funds for organizations that address homelessness, such as the IRC and Greensboro Urban Ministry.

Vice Chairman Alan Perdue spoke to the need for caution with regards to the funding process and the Board's ability to address issues in Phase 2 and Phase 3 allocations. He noted it would be a disservice to citizens if every dollar was spent initially before fully evaluating all needs and stressed the importance of exercising accuracy and caution when allocating funds. Perdue questioned if the Board's intent was to consider United Way as an organization that would receive and vet funding requests, then submit its recommendations to Guilford County, who would distribute funds, based on their review and recommendation.

The Board, through general consensus, agreed this was the intent for the process.

Campbell discussed his prior experience working with United Way during disaster relief efforts and noted the CARES funding requirements will be different from the funding policies currently in place.

Commissioner Alston reiterated time is of the essence and urged the Board to move forward.

Chairman Phillips spoke to the need to ensure the process is accurate and thorough prior to moving forward.

Commissioner Branson reiterated the assistance should be utilized to impact all of Guilford County, not just Greensboro and High Point.

**By general consensus, the Board agreed to ear mark \$2.5 million of the \$5 million Community Lifeline Support allocation for the United Way to address support needs for social service agencies, and requested Don Campbell, Emergency Management Director, provide additional guidance on processing of these applications, to be reviewed by the Board.**

Lawing stated staff would attempt to provide an initial timeline by Thursday, May 21. He recommended allocating funds on a per capita basis to the United Way of Greensboro and United Way of High Point.

Chairman Phillips requested the guidelines include a recommendation on how to appropriate funding to these agencies.

Vice Chairman Perdue reminded the Board that United Way also serves organizations outside Guilford County and requested the guidelines reiterate the funding is designated for organizations with Guilford County limits.

The Board began reviewing the proposal for grants to small businesses.

Lawing introduced the draft small business grant guidelines and application. He shared the program is targeted towards small businesses impacted by the COVID-19 pandemic for a maximum grant amount of \$10,000. Lawing shared the applications would be available June 1, 2020 at 10:00am and reviewed the program eligibility requirements.

Commissioner Conrad requested staff consider evaluating prior year business tax returns as a best practice to determine gross receipts when considering eligible businesses and recommended lifting the twenty-five (25) employee limit. He expressed concerns with not considering local chains in the program, as they are still considered local businesses with local employees and should be eligible. Conrad recommended utilizing Small Business Administration (SBA) guidelines to develop the framework for the program, increasing the maximum grant amounts and eliminating the local chain restrictions.

Chairman Phillips questioned if there were businesses, other than restaurants, that might fall under these restrictions.

Commissioner Conrad shared there are a few other businesses that could be excluded from the program under the current guidelines.

Chairman Phillips questioned if the concerns are targeted towards the restaurant industry, or if there are other businesses potentially impacted by the restrictive language in the program.

Commissioner Branson recommended staff expand program eligibility requirements to include businesses with up to fifty (50) employees and also encouraged use of SBA guidelines.

Chairman Phillips shared the intent of the program was to provide support to the smallest businesses that were specifically closed as result of the Governor's stay-at-home orders. He noted that staff did consider SBA guidelines, but were trying to impact small, local, independently-owned organizations initially. Phillips stated the County will need to be open to adjusting the program guidelines.

Commissioner Alston echoed the program's intent, as stated by Chairman Phillips, and spoke to the option of introducing a second phase of allocations targeted towards larger "small businesses". He reiterated the working group's intent was to address the smallest businesses first, and noted some larger organizations may have had sufficient reserves to sustain through the COVID pandemic.

Commissioner Conrad shared business net profit is more reflective of actual worth and this information can be determined by prior year tax returns. He expressed concerns that the draft program guidelines eliminate a lot of businesses who have not received other types of assistance.

Commissioner Foster questioned the criteria for evaluating applications, specifically related to the section requesting how grant funds will be used to sustain the business.

Lawing clarified this section will allow staff to get a general idea of the business' situation and how they plan to use the funds, but will not have full bearing on whether they are eligible to receive the grant.

Commissioner Foster questioned if all businesses would receive the maximum grant amount.

Lawing stated no, as businesses with reduced expenses would not qualify for maximum amount. He noted the intent of the application is to determine operating costs and if the needs for the COVID-impacted months are less than \$10,000, then you would receive this amount; however, if expenses were greater than \$10,000, you would only be eligible to receive the maximum grant.

Vice Chairman Perdue recommended removing the restriction regarding home-based businesses, and noted there are many state-licensed professionals who operate legitimate businesses out of their homes and should be eligible to apply for the grant.

Chairman Phillips questioned how the eligibility requirements could be expanded to include these businesses.

Campbell shared there are a few options that can be considered, but every additional question will potentially slow down application review and increase the processing time. He spoke to the need to ensure the processes are in place, but noted the need to streamline these processes to distribute grant dollars within the community as quickly as possible.

The Board continued to discuss the eligibility requirements for small businesses.

Chairman Phillips questioned if the Board had any serious concerns regarding the intent of the small business grant program.

Payne stated there are still legal issues under consideration related to the grant program, and noted one is a constitutional issue. He emphasized the goal of ensuring there is no private benefit to specific companies and demonstrating the overall public benefit of the program. Payne stated they are seeking guidance from the UNC School of Government and supporting legislation from the General Assembly prior to implementation of the program.

Chairman Phillips offered background context related to Mr. Payne's comments regarding the NC constitutional restrictions on state funding and whether the program should be structured as a grant opportunity or forgivable loan. He noted that, under federal guidelines, the grant program is a permissible option for businesses.

Lawing requested the Board take action regarding the grant program and include the recommended changes to the application.

**Motion made by Commissioner Carolyn Q. Coleman, and seconded by Commissioner Melvin "Skip" Alston to approve the Small Business Assistance Grant Program Application process.**

The Board discussed the motion on the floor.

Commissioner Conrad expressed concerns regarding the gross receipt and sales limitations for businesses and maximum number of employees. He reiterated his recommendation to eliminate the chain business restrictions.

Commissioner Cashion spoke to the needs of the hospitality and furniture industries. She encouraged flexibility in the program policies related to gross receipts and sales and company employees.

**Commissioner Alston offered a friendly amendment to the motion on the floor to modify the Small Business Assistance Grant Program Application to include the following eligibility requirements:**

- **Restaurants with up to twenty-five (25) full-time employees; and**
- **Businesses cannot exceed \$2 million in 2019 gross receipts or sales.**

**Commissioner Coleman accepted the friendly amendment to the motion on the floor.**

Commissioner Perdue questioned if the motion on the floor was to include approval of the entire plan or if the Board was only approving the Small Business grant application.

Chairman Phillips stated the motion on the floor only addresses the application and any modifications, but noted the need to provide guidance to staff on how to move forward with the overall plan.

Commissioner Alston clarified the motion on the floor only addresses the grant application, not the funding for the grants.

Payne clarified application guidance related to home-based businesses.

The Board discussed this eligibility requirements related to licensed, home-based businesses.

Commissioner Coleman questioned if restaurants and barbers would be in competition for the same grant funding.

Payne stated the anticipated goal is that both businesses will be eligible to receive the grant.

Chairman Phillips spoke to the level of impact that a \$10,000 grant could have upon a two (2) person business operation versus a small restaurant with twenty-five (25) employees. He noted the application funding is available on a first-come, first-served basis.

Commissioner Coleman expressed her concerns with potential inequities in the application process.

Commissioner Alston spoke to the potential to assist businesses through reallocated funding in Phase 2 of the plan, and encouraged the Board to allow time for evaluation of the process.

Commissioner Branson questioned if there was any indication at the state-level regarding rescension of the stay-at-home order, and spoke to the importance of returning to normal business operations.

Commissioner Alston shared that certain state restrictions may be relaxed or rescinded by Friday, May 22. He expressed his hope that businesses would be able to resume operations within certain guidelines.

Lawing requested guidance regarding the restrictions on chain businesses in the grant application process.

Commissioner Conrad recommended eliminating these restrictions to allow certain other franchised businesses, such as barbers and hairstylists, to remain eligible to receive this type of funding.

Chairman Phillips questioned if Commissioner Alston would include this modification in his friendly amendment to the motion on the floor.

**Commissioner Alston offered a friendly amendment to the motion on the floor to modify the Small Business Assistance Grant Program Application to include the following eligibility requirements:**

- **Eliminate restrictions related to chain businesses.**

**Commissioner Coleman accepted the friendly amendment to the motion on the floor.**

**Motion made by Commissioner Carolyn Q. Coleman, and seconded by Commissioner Melvin “Skip” Alston to approve the Small Business Assistance Grant Program Application process with the following modifications to eligibility requirements:**

- **Increase the gross receipts and sales cap to \$2 million for restaurant/hospitality business applications;**
- **Restaurants with up to twenty-five (25) full-time employees are eligible to apply;**
- **Licensed, home-based businesses are eligible to apply; and**
- **Eliminate restrictions related to chain businesses.**

**VOTE: Motion carried 9 - 0**

**AYES: Carolyn Q. Coleman, Melvin “Skip” Alston, Alan Branson, J. Carlvena Foster, Jeff Phillips, Kay Cashion, Alan Perdue, Justin Conrad, Hank Henning**

**NOES: None**

Chairman Phillips spoke to the need for the Board to consider a few items under the Mitigation and Preparedness category.

Jim Albright, Emergency Services Director, introduced the items and reviewed the urgent need to allocate CARES funding towards the purchase of five (5) F550 chassis and five (5) modular ambulance boxes to address expanding departmental capacity needs.

**Motion made by Vice Chairman Alan Perdue, and seconded by Commissioner Alan Branson, to approve the Coronavirus Aid, Relief, and Economic Security (CARES) Plan Proposal, as modified, and authorize staff to take any and all necessary actions to begin executing the plan, including associated budget amendments.**

**VOTE: Motion carried 9 - 0**

**AYES: Carolyn Q. Coleman, Melvin “Skip” Alston, Alan Branson, J. Carlvena Foster, Jeff Phillips, Kay Cashion, Alan Perdue, Justin Conrad, Hank Henning**

**NOES: None**

**PROJECT ORDINANCE CARES ACT – COUNTY EXPENSE  
REIMBURSEMENT**

BE IT ORDAINED by the Board of County Commissioners for Guilford County, North Carolina that for the following project ordinance for Guilford County for Guilford County Expenditures related to Coronavirus adopted on May 19, 2020 in accordance with G.S. 159-13.2:

SECTION 1. The following planned expenditure and associated revenue are hereby authorized and appropriated in connection with this project:

PROJECT NAME	EXPENDITURE	REVENUE
CARES ACT – COUNTY EXPENSE REIMBURSEMENT	Guilford County Coronavirus related expenditures - \$20,517,336	Federal CARES Act - \$20,517,336

SECTION 2. This project ordinance authorizes all appropriations necessary for the completion of this project and it need not be readopted in any subsequent fiscal year. The budget officer shall include in subsequent budgets information and appropriations for this project during the budget year.

SECTION 3. This ordinance shall be duly entered in the minutes of the Guilford County Board of Commissioners. Within five days after adoption, a copy hereof shall be filed with the Finance Director, Budget Director, and Clerk.

SECTION 4. This ordinance may be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

This ordinance is approved based on Board action directing staff to take any and all actions necessary to begin executing the plan.

**ADOPTED** on first reading this May 19, 2020, in accordance with G.S. 159-17.

PROJECT ORDINANCE CARES ACT – MITIGATION AND PREPAREDNESS  
COSTS GUILFORD COUNTY

BE IT ORDAINED by the Board of County Commissioners for Guilford County, North Carolina that for the following project ordinance for Guilford County for Mitigation and Preparedness Costs of Guilford County adopted on May 19, 2020 in accordance with G.S. 159-13.2:

SECTION 1. The following planned expenditure and associated revenue are hereby authorized and appropriated in connection with this project:

PROJECT NAME	EXPENDITURE	REVENUE
CARES ACT – MITIGATION AND PREPAREDNESS COSTS GUILFORD COUNTY	Mitigation and preparedness costs Guilford County - \$13,000,000	Federal CARES Act - \$13,000,000

SECTION 2. This project ordinance authorizes all appropriations necessary for the completion of this project and it need not be readopted in any subsequent fiscal year. The budget officer shall include in subsequent budgets information and appropriations for this project during the budget year.

SECTION 3. This ordinance shall be duly entered in the minutes of the Guilford County Board of Commissioners. Within five days after adoption, a copy hereof shall be filed with the Finance Director, Budget Director, and Clerk.

SECTION 4. This ordinance may be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

This ordinance is approved based on Board action directing staff to take any and all actions necessary to begin executing the plan.

**ADOPTED** on first reading this May 19, 2020, in accordance with G.S. 159-17.

**PROJECT ORDINANCE CARES ACT – MITIGATION AND PREPAREDNESS  
COSTS GOVERNMENTAL GRANTS**

BE IT ORDAINED by the Board of County Commissioners for Guilford County, North Carolina that for the following project ordinance for Guilford County for Mitigation and Preparedness Costs through Governmental Grants adopted on May 19, 2020 in accordance with G.S. 159-13.2:

SECTION 1. The following planned expenditure and associated revenue are hereby authorized and appropriated in connection with this project:

PROJECT NAME	EXPENDITURE	REVENUE
CARES ACT – MITIGATION AND PREPAREDNESS COSTS GOVERNMENTAL GRANTS	Mitigation and preparedness costs Governmental Grants - \$9,466,640	Federal CARES Act - \$9,466,640

SECTION 2. This project ordinance authorizes all appropriations necessary for the completion of this project and it need not be readopted in any subsequent fiscal year. The budget officer shall include in subsequent budgets information and appropriations for this project during the budget year.

SECTION 3. This ordinance shall be duly entered in the minutes of the Guilford County Board of Commissioners. Within five days after adoption, a copy hereof shall be filed with the Finance Director, Budget Director, and Clerk.

SECTION 4. This ordinance may be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

This ordinance is approved based on Board action directing staff to take any and all actions necessary to begin executing the plan.

**ADOPTED** on first reading this May 19, 2020, in accordance with G.S. 159-17.

PROJECT ORDINANCE CARES ACT – COMMUNITY LIFELINE SUPPORT

BE IT ORDAINED by the Board of County Commissioners for Guilford County, North Carolina that for the following project ordinance for Guilford County for Community Lifeline Support adopted on May 19, 2020 in accordance with G.S. 159-13.2:

SECTION 1. The following planned expenditure and associated revenue are hereby authorized and appropriated in connection with this project:

PROJECT NAME	EXPENDITURE	REVENUE
CARES ACT – COMMUNITY LIFELINE SUPPORT	Community Lifeline Support - \$5,000,000	Federal CARES Act - \$5,000,000

SECTION 2. This project ordinance authorizes all appropriations necessary for the completion of this project and it need not be readopted in any subsequent fiscal year. The budget officer shall include in subsequent budgets information and appropriations for this project during the budget year.

SECTION 3. This ordinance shall be duly entered in the minutes of the Guilford County Board of Commissioners. Within five days after adoption, a copy hereof shall be filed with the Finance Director, Budget Director, and Clerk.

SECTION 4. This ordinance may be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

This ordinance is approved based on Board action directing staff to take any and all actions necessary to being executing the plan.

**ADOPTED** on first reading this May 19, 2020, in accordance with G.S. 159-17.

PROJECT ORDINANCE CARES ACT – LOCAL BUSINESS SUPPORT

BE IT ORDAINED by the Board of County Commissioners for Guilford County, North Carolina that for the following project ordinance for Guilford County for Local Business Support – Grants to Small Businesses adopted on May 19, 2020 in accordance with G.S. 159-13.2:

SECTION 1. The following planned expenditure and associated revenue are hereby authorized and appropriated in connection with this project:

PROJECT NAME	EXPENDITURE	REVENUE
CARES ACT – LOCAL BUSINESS SUPPORT	Local Business Support - \$20,000,000	Federal CARES Act - \$20,000,000

SECTION 2. This project ordinance authorizes all appropriations necessary for the completion of this project and it need not be readopted in any subsequent fiscal year. The budget officer shall include in subsequent budgets information and appropriations for this project during the budget year.

SECTION 3. This ordinance shall be duly entered in the minutes of the Guilford County Board of Commissioners. Within five days after adoption, a copy hereof shall be filed with the Finance Director, Budget Director, and Clerk.

SECTION 4. This ordinance may be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

This ordinance is approved based on Board action directing staff to take any and all actions necessary to begin executing the plan.

**ADOPTED** on first reading this May 19, 2020, in accordance with G.S. 159-17.

PROJECT ORDINANCE CARES ACT – PHASE 2

BE IT ORDAINED by the Board of County Commissioners for Guilford County, North Carolina that for the following project ordinance for Guilford County for Future COVID Costs adopted on May 19, 2020 in accordance with G.S. 159-13.2:

SECTION 1. The following planned expenditure and associated revenue are hereby authorized and appropriated in connection with this project:

PROJECT NAME	EXPENDITURE	REVENUE
CARES ACT – PHASE TWO	Future COVID Costs - \$25,748,745	Federal CARES Act - \$25,748,745

SECTION 2. This project ordinance authorizes all appropriations necessary for the completion of this project and it need not be readopted in any subsequent fiscal year. The budget officer shall include in subsequent budgets information and appropriations for this project during the budget year.

SECTION 3. This ordinance shall be duly entered in the minutes of the Guilford County Board of Commissioners. Within five days after adoption, a copy hereof shall be filed with the Finance Director, Budget Director, and Clerk.

SECTION 4. This ordinance may be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

This ordinance is approved based on Board action directing staff to take any and all actions necessary to begin executing the plan.

**ADOPTED** on first reading this May 19,2020 in accordance with G.S. 159-17.

**Motion made by Vice Chairman Alan Perdue, and seconded by Commissioner Justin Conrad, to approve the purchase of five (5) Ford F550 Cab/Chassis from North Carolina State Contract 070A from vendor: Piedmont Ford, 412 S. Regional Rd., Greensboro, NC 27409. The five (5) Ford F550 Cab/chassis will be for use by Emergency Services as ambulance chassis. Contract amount for total award is \$298,193.95 (\$59,638.79 per chassis). Approve the purchase of five (5) 157” modular ambulance boxes manufactured for use by Emergency Services from Northwestern Emergency Vehicles (located at 1056 NC-194, West Jefferson, NC 28694). Authorize staff to enter contract amount for the total award of \$732,375 (\$146,475 per unit), and take all necessary actions to execute contract.**

**VOTE: Motion carried 9 - 0**  
**AYES: Carolyn Q. Coleman, Melvin “Skip” Alston, Alan Branson, J. Carlvena Foster, Jeff Phillips, Kay Cashion, Alan Perdue, Justin Conrad, Hank Henning**  
**NOES: None**

Vice Chairman Perdue introduced the request for the design and build of an EMS Vehicle Decontamination Station using allocated CARES funding.

**Motion made by Vice Chairman Alan Perdue, and seconded by Commissioner Alan Branson, to approve an EMS Vehicle Decontamination Station capital project ordinance in the amount of \$636,000 to be funded with \$636,000 in Federal/State Revenues from CARES Act funds for construction of a vehicle decontamination facility, to be located at 1205 Pepperstone Dr., Greensboro, NC 27406. This decontamination station will enable more efficient and effective cleaning and disinfecting of EMS vehicles used to respond to and transport patients in the COVID-19 pandemic.**

Commissioner Branson questioned if other entities, such as GCS or the Sheriff’s department, would be able to utilize the facility to decontaminate buses and patrol vehicles.

Albright stated this facility would be unmanned, and noted he had already spoken with the Sheriff’s department regarding colocation opportunities. He shared that certain regulations made it impossible to offer facility access to cities and spoke to the need to further research opportunities with GCS. Albright confirmed Guilford County Fleet will have access to the facility.

**Motion made by Vice Chairman Alan Perdue, and seconded by Commissioner Alan Branson, to approve an EMS Vehicle Decontamination Station capital project ordinance in the amount of \$636,000 to be funded with \$636,000 in Federal/State Revenues from CARES Act funds for construction of a vehicle decontamination facility, to be located at 1205 Pepperstone Dr., Greensboro, NC 27406. This decontamination station will enable more efficient and effective cleaning and disinfecting of EMS vehicles used to respond to and transport patients in the COVID-19 pandemic.**

**VOTE: Motion carried 9 - 0**  
**AYES: Carolyn Q. Coleman, Melvin “Skip” Alston, Alan Branson, J. Carlvena Foster, Jeff Phillips, Kay Cashion, Alan Perdue, Justin Conrad, Hank Henning**  
**NOES: None**

Commissioner Coleman questioned the Board’s final decision regarding the United Way’s role in the grant application process for non-profit social service agencies.

Chairman Phillips clarified that \$2.5 million would be allocated to the United Way to address funding needs for non-profit social service agencies.

Campbell noted the Board also directed staff to move forward with finalizing guidance regarding application processing for the grant.

Commissioner Coleman expressed concern that only two (2) churches have been approved for funding through the United Way, and noted many churches within the African-American community bear the burden of supporting their communities. She requested assurance that these churches would have equal accessibility to funding opportunities through the Community Lifeline Program Support allocation.

### **III. OTHER BUSINESS**

There was no other business to discuss.

### **IV. ADJOURN**

**Motion made by Commissioner Alan Branson, and seconded by Commissioner Justin Conrad, to adjourn the meeting.**

There being no further business, the Board adjourned the meeting by unanimous consent at 12:18PM.

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Jeffrey M. Phillips  
Chairman

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Robin B. Keller  
Clerk to Board