

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

Greensboro, North Carolina
February 1, 2024

The Board of County Commissioners met in a duly noticed Work Session at 3:30 p.m. in the Carolyn Q. Coleman Conference Room located on the first floor of the Old County Courthouse, 301 W. Market St., Greensboro, NC.

PRESENT: Chairman Melvin “Skip” Alston, presiding; Vice Chairwoman J. Carlvena Foster (in at 4:00p.m.); Commissioners Kay Cashion, Brandon Gray-Hill, Alan Perdue, Carly Cooke, Frankie T. Jones, Jr., Pat Tillman, and Mary Beth Murphy (in at 3:40 p.m.).

ABSENT: None.

ALSO PRESENT: County Manager Michael Halford; County Attorney Andrea Leslie-Fite; Clerk to the Board Robin Keller; Deputy Clerk to Board Ariane Webb; Deputy Clerk to Board T’ebony Rosa; Budget Director Toy Beeninga; Finance Director Don Warn; Facilities Director Eric Hilton; Chief Deputy Sheriff George Moore; staff, media, and the public. Virtual participation was made available to members of the public and media partners.

I. WELCOME AND CALL TO ORDER

Chairman Alston welcomed those present and called the meeting to order at 3:30 p.m.

II. NEW BUSINESS

A. RECEIVE UPDATE ON LAW ENFORCEMENT ADMINISTRATION CENTER AND AMEND BLUM-WC CONSTRUCTION MANAGER AT RISK CONTRACT 90005446 FOR GUARANTEED MAXIMUM PRICE OF PROJECT COMPLETION

County Manager Michael Halford spoke to the bid progress of the Law Enforcement Administration Center since the last work session and provided an overview of project funding details. He spoke to a \$33.6 million project ordinance and to a recommended funding reallocation scheme to include two-thirds (2/3) bonds, completed project balances, and capital fund balance.

Halford highlighted several phases to the project ordinance and spoke to recommended approaches for infrastructure reallocation amendments for the Greensboro and High Point Courthouses, the High Point Detention Center, Independence Center, completed projects, and capital fund balance. He shared the Board’s flexibility in utilizing the \$9.7 million remainder.

Halford shared the bid participation demographics based on relevant direct costs. He spoke to a total Minority and Women's Business Enterprise (MWBE) participation of 36.38% or \$8.7 million.

Halford introduced the next steps for Board consideration.

Chair Alston questioned if all the MWBE firms were Historically Underutilized Business (HUB) certified.

Shaunne Thomas, MWBE Director, confirmed North Carolina HUB certification status.

Vice Chairwoman Foster questioned the gender breakdowns per ethnicity.

Thomas confirmed that the ethnicities presented did not have them separated per gender. Per North Carolina state statute, the 'female' designation is defined as 'white female' for reporting purposes.

Chair Alston questioned the 'majority firm' designation.

Thomas confirmed that it designates non-HUB firms.

Chair Alston suggested that the reporting reflects all spectrums of the demographic.

Commissioner Jones referred to Board packet pages 92-95 which referenced individual firm classifications.

Commissioner Cooke questioned the project guaranteed maximum price (GMP).

Halford confirmed there was an original estimated GMP amount coupled with a range of capital projects being considered in addition to 2/3 bonds, inflation, and school construction.

Commissioner Cashion questioned the finality of the project numbers.

Halford reiterated the competitive nature of the construction project, and noted things are subject to change.

Chair Alston questioned the construction manager at risk (CMAR), future Board considerations, and requested the contract percentages.

Eric Hilton, Facilities Director, confirmed a 100% savings return to the owner.

Commissioner Tillman requested a GMP-CMAR out-of-scope example.

Hilton shared that 'out of scope' encompasses environmental hazards and demolition issues.

Commissioner Cashion questioned if GMP included contingencies.

Hilton confirmed it will be 1% owner and 2% per contract, which equates to \$533,000 for the construction manager and \$266,000 for the County. The 2% covers scope, gaps, or some unforeseen structural element.

Moved by Commissioner Murphy, seconded by Commissioner Frankie T. Jones, Jr., to approve the GMP contract amendment, in substantial form, to Contract 90005446 in

the amount of \$26,672,433 to Blum-WC, A Joint Venture and authorize staff to take all reasonable actions to execute the amendment. Authorize a project ordinance amendment to the Law Enforcement Administration Building Renovation not to exceed \$9,714,000, funded through project reallocations, completed project balances, and appropriation of fund balance; and authorize project ordinance amendments to projects totaling a reduction in appropriation and associated revenues totaling \$8,830,000.

Motion carried unanimously, 9:0

B. LAW ENFORCEMENT PAY CONSIDERATIONS

Halford introduced the agenda item. He recalled a previous work session regarding the Sheriff's Office compensation concerns for Detention Officers and Deputy Sheriffs. He provided statistics of current vacancies from a November 2022 compensation study. The Sheriff's Office ranked as having the highest vacancy numbers.

Halford spoke to peer-county workload benchmarking, inmate ratios for both detention centers, and challenges for obtaining salary data. He highlighted market pay structures and reviewed total rewards incentives.

Halford shared a promotional pipeline model for Deputy Sheriff/Detention Officer, Senior Officer, and Master Officer.

Vice Chairwoman Foster questioned the peer-county promotional pipeline system.

Halford confirmed a similar system, but not the same number of steps or jobs.

Commissioner Tillman shared familiarity with the military system regarding recruiting and retention. He requested the ratio between Master Officer and new officers.

Chair Alston questioned the same pay rate for a sworn officer versus a non-sworn.

Chief Deputy Sheriff George Moore provided an historical perspective of the pay rate.

Halford continued the presentation and highlighted peer pay analysis comparators with nearby jurisdictions. He shared percentiles of minimum base pay structures to determine market alignment. He noted pay plan options based on updated market data.

Commissioner Perdue questioned the impact of splitting the Detention Officer and Deputy Sheriff positions. He also questioned the increased salary impact on current personnel. He inquired into the Sheriff Office's perception of the position separation.

Halford spoke to pay structure protections for current personnel and sliding pay ranges.

Moore provided an overview of concerns and compression issues. He emphasized the need for similar compensation for the two positions. He highlighted law enforcement training requirements and peer compensation drawing employees away from Greensboro and Guilford County.

Vice Chairwoman Foster questioned the transition protocol from Detention Officer to Deputy Sheriff.

Halford noted the different hiring criteria.

Moore explained the Human Resources (HR) application procedures as there is no lateral transfer.

Commissioner Tillman questioned a signing bonus option and noted that Guilford County has two (2) separate detention centers.

Halford spoke to signing bonuses provided during the pandemic that coincided with a retention bonus.

Chair Alston voiced concern regarding a benefits comparison in addition to salary structure.

Halford spoke to a market study that incorporated some corporate matches, total rewards, and leave balances. The plan is reevaluated periodically.

Chair Alston requested another comparison study to incorporate the total benefits package.

Halford spoke to an analysis update.

Commissioner Cooke spoke to exit interview data and other factors to consider.

Captain David Pruitt confirmed that HR conducts exit interviews and described the 'pay-to-train' process for new hires.

Chair Alston requested the Sheriff's Office share data with the County's Executive Team.

Commissioner Perdue explained the correlation between workload and quality of life.

Commissioner Murphy spoke to addressing the personnel shortages considering funding restraints. She noted market alignment, questioned the scope and responsibility of the job duties, and inquired about certifications.

Moore provided a position comparison along with job stressors. He spoke to four (4) months for Basic Law Enforcement Training (BLET) and five (5) weeks for detention certification that is paid for by the County.

Commissioner Tillman questioned the employees' opportunity to enjoy benefits due to short staffing concerns.

Commissioner Jones inquired about a 60th percentile option with the position decoupling.

Chair Alston recommended sharing additional requested data by next week prior to any Board decisions.

Commissioner Cooke suggested a calendar review to assist with scheduling future budget discussions.

Halford confirmed.

III. OTHER BUSINESS

There was no other business for this agenda.

IV. ADJOURN

There being no further business, the meeting was adjourned by unanimous consent at 5:00 p.m.

Melvin “Skip” Alston
Chairman

Robin Keller
Clerk to Board