

**MINUTES OF BOARD OF COUNTY  
COMMISSIONERS  
OF GUILFORD COUNTY**

Greensboro, North Carolina  
January 5, 2017

The Board of County Commissioners met in a duly noticed regular meeting on January 5, 2017 at 5:30PM, in the Commissioners' Meeting Room, 301 W. Market St., Greensboro; North Carolina.

PRESENT: Chairman Jeff Phillips, presiding; Vice Chairman Alan Branson; Commissioners Hank Henning, Kay Cashion, Justin Conrad, Alan Perdue, Ray Trapp, Carolyn Q. Coleman (in at 5:45PM) and J. Carlvena Foster (in at 5:47PM).

ABSENT: None.

ALSO PRESENT: County Manager Marty Lawing; County Attorney Mark Payne; Deputy County Manager Clarence Grier; Robin Keller, Clerk to Board; Donna Riner, Legal; Ben Chavis, Tax Director; J. Leslie Bell, Planning & Development Director; Merle Green, DHHS-Public Health Division Director; Heather Skeens, DHHS-Social Services Division Director; Michael Halford, Budget Director; Robert McNiece, Facilities/Property Management/Parks Director; Jeff Fowler, Security Director; members of the community and media.

**I. INVOCATION**

Board Chaplain Ben Chavis offered the invocation.

**II. PLEDGE OF ALLEGIANCE**

Chairman Phillips led those present in the Pledge of Allegiance.

**III. WELCOME AND CALL TO ORDER**

Chairman Phillips welcomed those present and called the meeting to order at 5:40PM. He referenced the addendum to the meeting adding B.1 to the consent agenda, regarding approval of contract amendment 2 with Malachi House II for cleaning and maintenance services at the Guilford County Animal Shelter; and under New Business, to approve a voting delegate for the NCACC Legislative Conference scheduled for January 12-13, 2017 in Wake County, NC.

Through general consensus, the Board accepted the addendum to the agenda.

#### **IV. SPEAKERS FROM THE FLOOR**

Chairman Phillips opened the floor for speakers. There being no speakers wishing to address the Board, this portion of the meeting was closed.

#### **V. CONSENT AGENDA**

##### **A. MISCELLANEOUS**

1. 2016-443 RESOLUTION SUPPORTING NORTH CAROLINA DEPARTMENT OF TRANSPORTATION SAFETY IMPROVEMENTS TO SR 1129 GROOMETOWN ROAD

Adopt the resolution in support of the NCDOT safety improvements to SR 1129 Groometown Road.

[Legislation Text](#)

[DOT Map.pdf](#)

2. 2017-013 ELECTRONIC SIGNATURES AND SEAL AUTHORIZED IN CONDUCTING COUNTY BUSINESS TRANSACTIONS

Adopt resolution authorizing electronic signatures and seal in conducting business transactions to include, and not be limited to contracts, procurement cards and purchase orders.

[Legislation Text](#)

[Electronic Signature Resolution Draft.docx](#)

3. 2017-010 APPROVE TWO (2) VOLUNTARY AGRICULTURAL DISTRICT (VAD) APPLICATIONS

Approve two (2) VAD applications.

[Legislation Text](#)

[2016-10](#)

[2016-11](#)

[Brochure](#)

4. 2017-006 MINUTES APPROVAL

Review and approve the following set of draft meeting minutes:  
12/15/16 Regular Meeting

[Legislation Text](#)

[dm121516.pdf](#)

**B. CONTRACTS**

1. 2017-028 MALACHI HOUSE II CONTRACT AMENDMENT - CLEANING AND MAINTENANCE SERVICES AT GUILFORD ANIMAL SHELTER

Approve contract amendment 2 with Malachi House II, in substantial form, in the amount not expected to exceed \$170,000, to be effective January 1, 2017 and expire on June 30, 2017.

[Legislation Text](#)

[MALACHI HOUSE Contract Amendment 2.pdf](#)

**Motion was made by Commissioner Justin Conrad, seconded by Vice Chairman Alan Branson, to approve the consent agenda.**

|              |                                                                                                      |
|--------------|------------------------------------------------------------------------------------------------------|
| <b>VOTE:</b> | <b>Motion carried 7 - 0</b>                                                                          |
| <b>AYES:</b> | <b>Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Justin Conrad, Alan Perdue, Ray Trapp</b> |
| <b>NOES:</b> | <b>None</b>                                                                                          |

**VI. NEW BUSINESS**

1. 2016-448 PROVIDE A TRAIL DEVELOPMENT PLAN FOR RICH FORK PRESERVE

Approve award to KCI Associates of North Carolina, P.A. for the Trail Planning and Design for Rich Fork Preserve at a cost not to exceed \$42,000, and authorize staff to proceed with the purchase order.

[Legislation Text](#)

[KCI Package](#)

Robert McNiece, Facilities/Property Management/Parks Director introduced the item and reviewed the scope of work and contract. He shared that the firm is based out of Raleigh, NC.

Commissioner Cashion expressed her pleasure regarding the design approach taken by the firm and her hopes that the outcome will meet everyone's needs. She noted the final trail designs have not been drafted yet, and questioned the assessments of the building on the Hedgecock farm property would be included in this contract.

McNiece noted the scope of work only includes the design of trail and trail access to the properties, rather than a proposal for usage of the property, and associated work on the buildings.

Commissioner Cashion questioned if parking would be included.

McNiece shared parking would be located off Paris Road, where the old residence was torn down.

Commissioner Cashion questioned the entrances to the property, and if the entrance proposed near Northwood Elementary has been approved.

McNiece stated that two of the three proposed entrances would be negotiated under this proposal.

Commissioner Cashion questioned if the set-backs for the trail would be sufficient to the adjoining property owners.

McNiece stated that set-back consideration it is certainly a factor in trail design, along with topography and tree coverage. He reported that he could not speak to the exact amount of set-back, as the design would have to account for a variety of natural structures on the property and that it could vary based on the property.

Commissioner Coleman arrived to the meeting at 5:45PM.

Commissioner Cashion opined her concerns with soil erosion and stream issues related to mountain-biking on the property, and questioned how the design would separate mountain-biking trails from walking trails. She expressed her interest in reviewing the final plan before offering her support.

Commissioner Foster arrived to the meeting at 5:47PM.

Commissioner Foster shared that the residents are interested in the stewardship of this property, and wanted to ensure that neighboring property owners and schools are kept informed of the progress of the trail development plan.

**Motion was made by Vice Chairman Alan Branson, seconded by Commissioner Hank Henning, to approve award to KCI Associates of North Carolina, P.A. for the Trail Planning and Design for Rich Fork Preserve at a cost not to exceed \$42,000, and authorize staff to proceed with the purchase order.**

**VOTE: Motion carried 9 - 0**

**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp**

**NOES: None**

Commissioner Henning spoke to concerns regarding the Parks and Recreation Commission and ongoing park issues. He stated when the County initially took over Parks there was discussion regarding the size of the board, and expressed his concerns regarding the current structure.

**Motion made by Commissioner Hank Henning to reduce the size of the Parks and Recreation Commission from eighteen (18) members to nine (9) members, postpone the scheduled January 10, 2017 meeting for the commission, and appoint Vice Chairman Alan Branson as chairman until officers are elected.**

Commissioner Coleman shared the purpose in creating a commission of this size to encourage citizen participation, and expressed concerns with the Board's interference with the commission. She stated she could not support the motion.

Commissioner Cashion questioned when the reduction would take place and the appointments process.

Chairman Phillips requested the Board return to this question after additional commissioner comments were offered.

Commissioner Foster expressed her concern with each commissioner having one (1) appointment to the commission, and noted this would give a partisan appearance. She expressed her interest in a different number of members, and potentially offering at-large appointments.

Chairman Phillips questioned the Clerk to Board, Robin Keller, regarding the boards and commissions comprised of more than nine (9) members.

Keller referenced the Nursing Home Community Advisory Committee, Juvenile Crime Prevention Council, and noted approximately five (5) boards or so have greater than nine (9) members.

Chairman Phillips noted the majority of the high profile boards have nine (9) members.

Commissioner Trapp questioned how to determine who will remain on the commission, and expressed concern that they have not been allowed to act in their best interests. He shared he could not support the change at this time, and noted the need for additional discussion. Commissioner Henning spoke to prior discussions regarding the size and ineffectiveness of the commission.

The Board discussed their concerns regarding the citizen input, board size and effectiveness.

Commissioner Perdue opined his personal concerns regarding the size of the Parks and Recreation Commission. He shared his desire to match talent with the tasks assigned to the commission, and hoped all members would re-apply with appointments occurring in February.

Chairman Phillips requested the Clerk communicate with current commission members regarding reapplication by a specific deadline, if the motion passes.

Keller confirmed she would communicate via phone and letter with the current members regarding the online application process.

Commissioner Coleman noted this motion places Board members in the difficult position of having to choose between two (2) of their commission appointments.

Commissioner Trapp expressed concerns with lack of communication.

Chairman Phillips shared his concerns with the challenges presented by the current commission structure, and resulting inefficiencies. He spoke to the need to condense the commission membership and provide them an opportunity for meaningful engagement with the Board.

Commissioner Cashion questioned the decision process for appointments, if all the current commission members wish to re-apply for appointment. She expressed concerns that some of the issues result from lack of direction from the Board and lack of continuous staff support, and spoke to the need for a dedicated Parks & Recreation director.

Chairman Phillips concurred with the need for stronger leadership and guidance, and shared his concerns related to the need for additional discussions related to a Parks & Recreation director.

Vice Chairman Branson shared the numerous opportunities offered to the current commission for training and direction. He spoke to the challenges encountered by the commission resulting from poor media coverage, difficulties moving beyond certain controversial topics, and outside interest groups.

Chairman Phillips spoke to Vice Chairman Branson's extensive experience with the commission.

Vice Chairman Branson recommended appointing members during the February Board meeting.

Chairman Phillips clarified the Board's intent to re-appoint members during the January 19, 2017 regular meeting of the Board.

County Attorney Mark Payne requested clarification regarding commission structure, and questioned if the structure included nine (9) members and a Board liaison, or nine (9) members inclusive of the Board liaison.

Commissioner Henning stated the structure would include nine (9) members and a board liaison.

The Board discussed the voting rights of the board liaison.

Commissioner Conrad noted this is an advisory board, and noted liaisons on other boards have voting privileges.

Chairman Phillips clarified the motion will include the Board liaison retaining voting privileges. Commissioner Henning confirmed this amendment to the motion on the floor.

Commissioner Coleman questioned the length of service for the temporary chairman.

Chairman Phillips stated that he would recommend the commission electing officers no later than March 2017.

**Motion was made by Commissioner Hank Henning, seconded by Commissioner Justin Conrad, to reduce Parks and Recreation Commission from eighteen (18) members to nine (9) members and appoint Vice Chairman Alan Branson as acting chairman, until the commission appoints their officers.**

|              |                                                                                           |
|--------------|-------------------------------------------------------------------------------------------|
| <b>VOTE:</b> | <b>Motion carried 6 – 3</b>                                                               |
| <b>AYES:</b> | <b>Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Justin Conrad, Alan Perdue</b> |
| <b>NOES:</b> | <b>Carolyn Q. Coleman, J. Carlvena Foster, Ray Trapp</b>                                  |

2. 2017-005 GUILFORD COUNTY SCHOOLS - SOUTHERN HIGH SCHOOL  
STADIUM PROJECT ORDINANCE AMENDMENT

Approve attached amended Southeast High School (decrease existing) and Southern High School Stadium Improvements (increase existing) capital project ordinances as outlined in the attachments.

[Legislation Text](#)

[School Project Ordinance Communication.docx](#)

[Memo to BOC from GCS - Transfer from SEHS to Southern HS 1-5-17.pdf](#)

[Summary of Southern HS Stadium Amend 1-5-17.pdf](#)

[Southern HS Stadium Improvements - Amend 1-5-17 PENDING.pdf](#)

[Southeast High School - Amended 1-5-17 PENDING.pdf](#)

Michael Halford, Budget Director discussed the item and introduced Guilford County Schools Chief Financial Officer, Angie Henry, for additional questions.

**Motion was made by Commissioner J. Carlvena Foster, seconded by Commissioner Alan Perdue to approve amended Southeast High School (decrease existing) and Southern High School Stadium Improvements (increase existing) capital project ordinances as outlined in the attachments.**

|              |                                                                                                                                              |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>VOTE:</b> | <b>Motion carried 9 - 0</b>                                                                                                                  |
| <b>AYES:</b> | <b>Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp</b> |
| <b>NOES:</b> | <b>None</b>                                                                                                                                  |

3. 2017-007 MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF GUILFORD, THE TOWN OF OAK RIDGE, THE TOWN OF STOKESDALE AND THE TOWN OF SUMMERFIELD TO CONTRACT FOR A FEASIBILITY STUDY FOR THE DEVELOPMENT OF A REGIONAL PUBLIC WATER SYSTEM

Approve the proposed Memorandum of Understanding, in substantial form, between Guilford County, the Town of Oak Ridge, the Town of Stokesdale and the Town of Summerfield for participation in a study to determine the feasibility of developing a regional public water system.

[Legislation Text](#)

[MEMORANDUM OF UNDERSTANDING PUBLIC WATER SYSTEM FEASIBILITY.docx](#)

County Manager Marty Lawing reviewed the proposed MOU with the Board, and shared there would be one (1) consultant hired to develop a regional water system for all parties. He reported the Town of Stokesdale met yesterday and approved the item, and noted the Town of Oak Ridge is meeting tonight to consider the MOU.

Commissioner Conrad recognized Mayor Mark Brown from Summerfield, and shared he and his representatives are in support of the MOU.

Mr. Brown noted the discussions between all parties and Rockingham County for the past year, and noted his confidence in Summerfield approving the MOU during their council meeting on January 10, 2017. He thanked Lawing for his leadership during the project.

Commissioner Conrad confirmed the State has offered to pay for the feasibility study and there are no anticipated costs to any of the parties involved.

Commissioner Coleman questioned who would provide the sewer service.

Lawing clarified the feasibility study is solely for a water system, and noted if a Water and Sewer Authority is established, they could conduct a separate study.

Commissioner Coleman questioned if the study could be expanded to include a sewer review.

Lawing reiterated this study is for potable water service only, and noted that when presented with the option to expand the study to include wastewater, the consensus amongst the parties was to initially address potable drinking water and fire protection service.

**Motion was made by Commissioner Justin Conrad, seconded by Vice Chairman Alan Branson, to approve the proposed Memorandum of Understanding, in substantial form, between Guilford County, the Town of Oak Ridge, the Town of Stokesdale and the Town of Summerfield for participation in a study to determine the feasibility of developing a regional public water system.**

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

**4. 2017-009 NCACC LEGISLATIVE CONFERENCE - VOTING DELEGATE**

Approve Commissioner Ray Trapp as voting delegate for the 2017 NCACC Legislative Goals Conference to be held January 12-13 in Wake County, NC.

[Legislation Text](#)

Commissioner Trapp agreed to serve as voting delegate for the Board.

**Motion was made by Chairman Jeff Phillips to approve Commissioner Ray Trapp as voting delegate for the 2017 NCACC Legislative Goals Conference to be held January 12-13 in Wake County, NC.**

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

## VII. HEALTH AND HUMAN SERVICES UPDATE

### A. 2017-011 DHHS- DIVISION OF SOCIAL SERVICES UPDATE ON THE ECONOMIC SERVICES DIVISION (FOOD AND NUTRITION SERVICES AND MEDICAID)

Receive DHHS - Social Services Division updates

[Legislation Text](#)

[Economic Services Update Jan2017F.pptx](#)

[FNS Timeliness Urban 12 12 16 thru 12 16 16.docx](#)

[FNS Timeliness Urban Trends Up to 12 16 16.docx](#)

Heather Skeens, DHHS-Social Services Division Director, reminded the Board of FNS updates provided during the first part of the fiscal year, and noted they have returned to provide an overall update for Economic Services.

Elizabeth White, DHHS-DSS Economic Services Division Director, presented the monthly totals for Economic Services recertifications, and spoke to the reasons behind fluctuations in volume. She discussed Adult Medicaid assessments that must be completed in December 2016, and spoke to the challenges presented by the recent Cost-of-Living Allowance (COLA) increase for Veterans Assistance benefits.

White reviewed the turnover rate for Economic Services, and noted the bulk were attributed to involuntary termination.

White discussed staff's initial request for thirty-seven (37) positions, and noted the Board granted thirty (30) of those requested. She reviewed the overtime costs for all programs compared to the County's expense if the remaining seven (7) positions had been granted. White noted it would be more cost effective to hire seven (7) permanent positions versus continuing to utilize overtime to meet program needs.

Skeens requested Board direction regarding the seven (7) remaining positions not granted during the initial request.

Commissioner Coleman questioned to cost of the request for the seven (7) remaining positions.

Skeens stated the total is approximately \$306,000, including Federal/State/County contributions.

Commissioner Coleman confirmed \$309,000 was spent on overtime.

Myra Thompson, DHHS-DSS Administrative Services Division Director, clarified the \$306,000 was for a full calendar year, and noted County contribution for January – June 2017 would be \$88,000.

Commissioner Coleman questioned the County's share of the \$309,000 in overtime expenses.

Chairman Phillips confirmed the total County share for a fiscal year would be \$123,789, and noted if the additional seven (7) positions were hired the County share would be \$116,811.

Skeens spoke to the potential savings gained in staff time, and noted granting the additional positions will gain the division forty (40) hours/week from the additional staff versus thirteen (13) hours/week from existing staff.

Chairman Phillips questioned who developed the overtime policy.

Skeens noted this internal policy was based upon the number of hours that could be worked above and beyond the standard work week.

Thompson noted the bulk of overtime is accomplished during the weekend, as the system normally shuts down at 5:00PM.

Chairman Phillips questioned if overtime was valuable to employees to earn extra income.

Skeens shared the fluctuation in the volume of work will always result in a need for overtime, but noted they are working to reduce and eliminate the mandatory overtime status, where staff have no option but to work 13-14 hours/week. She confirmed all 207-line staff, including management, are required to work overtime, dependent upon the need.

Commissioner Perdue noted the figures, as presented, assumes that cost of the seven (7) positions would eliminate overtime, and questioned the proposed ongoing overtime budget if the additional staff were granted.

Commissioner Conrad referenced the 42% voluntary separation turnover rate attributed to "burn-out", and questioned number of employees still in training and their potential impact upon overtime when they reach full work capacity, along with the number existing vacancies.

Skeens noted the division currently has two (2) vacancies and reviewed staff processing rates. She noted that due to the entry-level status of the position and level of associated turnover, processing rates will never be at 100%.

Chairman Phillips spoke to the challenges associated with an entry-level position requiring a high level of productivity. He shared his hesitancy to add staff with the high number of staff currently in training.

Skeens stated they are attempting to return to prior staffing levels, which will allow them to accomplish the current workload. She noted the nineteen (19) trainees span Economic Services programs, and shared their presentations have attempted to demonstrate the current level of staff are insufficient to accomplish the current volume of work.

Chairman Phillips expressed concerns with granting additional staff when all current staff are not performing at, or near, 100% productivity. He thanked Skeens for the ongoing presentations regarding workload and staffing.

Commissioner Coleman questioned if the nineteen (19) trainees are working on cases, but are not up to 100% capacity.

White confirmed and noted the presentations do not accurately show progression and the change in productivity rates.

Commissioner Coleman expressed concerns with the rate of turnover in these positions, and shared little headway will be made with the volume of work and high turnover rate. She expressed concern with the high amount of overtime, and questioned if a study should be conducted to determine the impact of this work upon the turnover rate.

Lawing spoke to the need for County-wide compensation survey every 4-5 years.

Commissioner Coleman shared prior compensation surveys have not addressed the level of staff burnout in this position.

Lawing noted 100% proficiency may only translate into processing 3-4 applications daily, dependent upon the program.

White confirmed reasonable processing rates range from 3-4 cases/day to 8-12 cases/day, depending upon the complexity of the program.

Vice Chairman Branson questioned the projected growth of caseloads, when the Country is coming out of a recession and people are returning to work.

White attributed some of the increases to the Affordable Care Act, and noted those who apply for insurance through the Federal Market Place must be denied by Medicaid before being eligible to receive insurance. She noted USDA annual adjusts the income limits for FNS benefits, resulting in more individuals who are eligible for benefits.

Lawing shared that, while more people are working, many of these are under-employed based upon their skills and qualifications, resulting in increased applications and eligibility for benefits.

Skeens noted that in addition to eligible applications, their processing statistics account for denials, recertifications and follow-up on all applications and cases, monthly.

Commissioner Trapp spoke to the need for a study to address the increasing numbers, and expressed his personal interest in addressing underemployment. He noted the lack of Tier 1 jobs, and the requirement to address the working poor and poverty level in Guilford County.

Commissioner Cashion questioned if staff were able to track applicant profiles, and determine if there were changes in the characteristics of the applicants within the past few years, such as, unemployed versus underemployed applicants.

Skeens stated they are unable to query the system and pull profile data, and opined that most of the applicants have some form of employment.

Commissioner Perdue questioned if the problems are related to staffing or the software. He expressed concerns with the deficiencies related to the system and if there has been any impetus at the local or state level to affect change to the system.

Skeens shared the nature of the multiple changes that occurred to processing Economic Services applications and cases, and noted the system is designed around Federal requirements. She reviewed actions taken at the local level regarding advocacy and to address issues related to DSS programs and processing within the system.

Chairman Phillips summarized some of the questions raised by Commissioners and expressed his interest in further review and monitoring of current staffing levels, workload and morale.

Commissioner Coleman requested staff provide information regarding the number of “working poor” being assisted.

Skeens shared they are unable to query the system for this information and noted it would require the staff conduct a hard count of the files. She recommended compiling a sample of this information through a point-in-time survey.

Commissioner Trapp shared these would be great topics that could be addressed by the Health & Human Services Advisory Committee. He requested Skeens address the upcoming changes to foster care policy.

Skeens announced the new law enacted January 1, 2017 for foster children ages 18-21 years, which will allow this group to live on their own, outside of licensed foster homes, but remain eligible for foster care services. She noted these children will be able to work or attend school while receiving support for maintenance costs and education, and guidance from a social worker while they transition into adulthood. Skeens confirmed they will continue to receive Federal reimbursement for the children, but are unsure of the impact of this law upon the number of children who choose to re-enter foster care if they move to the area for work or education.

Chairman Phillips requested a three (3) year trend line regarding the Economic Services caseloads.

Skeens shared they will only be able to pull the information available in the system regarding caseloads. She noted a three (3) year historical trend may be available for FNS, but may not be possible for Medicaid.

B. 2017-008 DHHS - PUBLIC HEALTH DIVISION UPDATE: US SURGEON  
GENERAL REPORT ON TOBACCO

Receive DHHS - Public Health Division Update: US Surgeon General Report on  
Tobacco

[Legislation Text](#)

[2016 SGR Fact Sheet 508.pdf](#)

Merle Green, DHHS-Public Health Division Director, provided a brief update regarding the US Surgeon General's report on tobacco. She noted the report indicates any tobacco use, including e-cigarettes, as a health risk. Green stated when staff have prepared the full report at the end of February, they would like the Board to reconsider the smoking guidelines, and adopt provisions related to e-cigarettes.

Green stated the Evan's Blount clinic is currently looking at establishing a relationship with a new medical partner, as the current providers will be moving out to establish a management partnership. She stated that all services will continue, and that patients will not notice a difference in services, but that there would be changes in providers within the next ninety (90) days. Green anticipated no additional County dollars will be required to achieve the transition, and spoke to the need to maintain the current services and atmosphere offered by the clinic.

Commissioner Conrad thanked Green for her presentation, and spoke to the inconclusive data regarding e-cigarettes previously provided by the Surgeon General. He noted the Public Health Board discussions conducted during that time, and shared his interest in learning about the new recommendations and provisions.

## **VIII. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.**

### **A. 2017-002 APPOINTMENTS AND REAPPOINTMENTS TO GUILFORD COUNTY BOARDS & COMMISSIONS**

Review and approve the recommended appointments and reappointment to the listed Guilford County Boards & Commissions.

[Legislation Text](#)

[GC Tourism Develop Authority Roster](#)

[MSims Application](#)

[MSims Resume](#)

[JCPC12.16.pdf](#)

[Matthews App.pdf](#)

[AG Commission 12.16.pdf](#)

[Courts Application.pdf](#)

[Cassel Application.pdf](#)

[Gardner Application.pdf](#)

#### **Agricultural Commission**

Appoint Andrew Courts, Jr. (term expiring January 31, 2020)

#### **Guilford County Tourism Development Authority**

Appoint Mac Sims (term expiring September 30, 2019)

Reappoint James Belk (term expiring September 30, 2019)

Reappoint Stephen Boudreau (term expiring September 30, 2019)

#### **Juvenile Crime Prevention Council**

Appoint Steven Matthews (term expiring January 31, 2019)

#### **Oak Ridge Board of Adjustment**

Reappoint Gray Cassell (term expiring January 31, 2020)

#### **Oak Ridge Planning Board**

Reappoint Tammy Gardner (term expiring January 31, 2020)

Chairman Phillips read the listed appointments and reappointments.

Commissioner Coleman questioned if each commissioner held an appointment to the Juvenile Crime Prevention Council (JCPC).

Keller noted the state regulates the type of appointments to the council, and noted there are approximately 2-3 citizen positions, with the remaining positions based upon the profession or role of the member. She spoke to the challenge of filling youth positions and the current opening for a faith-based community member.

Commissioner Cashion requested Commissioner Coleman consider citizens eligible to fill the vacant faith-based community member position.

**Motion was made by Commissioner Justin Conrad, seconded by Commissioner Ray Trapp, to approve the recommended appointments and reappointments to various boards and commissions.**

|              |                                                                                                                                              |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>VOTE:</b> | <b>Motion carried 9 - 0</b>                                                                                                                  |
| <b>AYES:</b> | <b>Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp</b> |
| <b>NOES:</b> | <b>None</b>                                                                                                                                  |

#### **IX. COMMENTS FROM COUNTY MANAGER**

Lawing requested that the Board schedule a work session to discuss options regarding the next bond issuance to cover Guilford County Schools and Guilford Technical Community College projects, and for the Tax Director to provide an update regarding the 2017 revaluation. He recommended scheduling the work session for January 19, 2017 at 3:00PM.

The Board discussed the date and time of the work session, and through general consensus, scheduled a work session for Thursday, January 19, 2017 at 3:00PM.

#### **X. COMMENTS FROM COMMISSIONERS**

Commissioner Trapp recognized Mr. Steven Matthews, who was recently appointed to the JCPC, and noted the role of citizen volunteers. He shared he will serve as Grand Marshal for the Greensboro Martin Luther King Jr. parade, and announced the Gospel Fest held at New Zion Baptist Church on January 15, 2017.

Commissioner Conrad extended New Year wishes to his fellow Commissioners, staff and citizens. He announced the Guilford County Animal Services Board meeting has been moved to January 17, 2017 at 5:30PM, and will be held in the Blue Room, and invited citizens and Commissioners to attend. Conrad shared the Best Practices sub-committee will report on recommendations to decrease intake and euthanasia rates.

Commissioner Foster extended congratulations to all of judges who were recently sworn in, and extended congratulations to Amos Quick III on his upcoming appointment to the state House of Representatives. She announced the High Point Martin Luther King Parade will be held January 16, 2017.

Commissioner Cashion welcomed Mr. Matthews to the JCPC and shared he was a very active member of the Guilford County Citizens' Academy. She thanked him for his dedication to the community and welcomed him to the Council.

Vice Chairman Branson wished all student's safe travel to their respective universities and colleges, and urged safety and care for employees required to serve during upcoming winter storms.

Chairman Phillips thanked Commissioner Trapp and DSS staff for their assistance in shooting the promotional commercial for Guilford County foster care. He spoke to the current crisis of children in foster care, despite the successful adoptions that occurred this year. Phillips reminded the Board to provide topics to include on the retreat agenda.

**XI. HOLD CLOSED SESSION PURSUANT TO N.C.G.S. §143-318.11 FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY, TO DISCUSS POTENTIAL PROPERTY ACQUISITION, AND CONSIDER MATTERS RELATING TO THE POTENTIAL LOCATION OR EXPANSION OF INDUSTRY OR BUSINESS.**

**Motion was made by Commissioner Ray Trapp, seconded by Commissioner Alan Perdue, to hold closed session pursuant to N.C.G.S. §143-318.11 for the purpose of consulting with the County Attorney, to discuss potential property acquisition, and consider matters relating to the potential location or expansion of industry or business.**

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

The meeting was recessed at 7:46PM.

The meeting reconvened at 8:21PM.

**XII. ADJOURN**

There being no further business, the meeting was adjourned by unanimous consent at 8:22PM.

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Jeffrey M. Phillips  
Chairman

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Robin Keller  
Clerk to Board