

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

Greensboro, North Carolina
June 17, 2019

The Board of County Commissioners met in a duly noticed Work Session at 3:00PM in the Blue Room located on the first floor of the Old Guilford County Courthouse, 301 W. Market St., Greensboro, NC.

PRESENT: Chairman Alan Branson, presiding; Vice Chairman Jeff Phillips; Commissioners Alan Perdue, Melvin “Skip” Alston, Justin Conrad, Carolyn Q. Coleman (in at 3:45PM), Kay Cashion, Hank Henning and J. Carlvena Foster (in at 3:13PM).

ABSENT: None.

ALSO PRESENT: County Manager Marty Lawing; Deputy County Manager Clarence Grier; County Attorney Mark Payne; Robin Keller, Clerk to Board; Ariane Webb, Deputy Clerk to Board; Budget Director Michael Halford; Finance Director Harley Will; Human Resources (HR) Director Karen Fishel; HR Benefits Manager Carol Campbell; Property Management/Facilities/Parks Director Dan Durham; Emergency Services Director Jim Albright; DHHS-DSS Division Director Heather Skeens; Planning & Development Director J. Leslie Bell; Animal Services Director Jorge Ortega; Chief Deputy Steve Parr, Law Enforcement; Sharon Harrison-Pope, Law Enforcement; members of the staff, community and media.

I. WELCOME AND CALL TO ORDER

Chairman Branson called the work session to order at 3:08PM and welcomed those present.

II. NEW BUSINESS

**A. APPROVE UPDATED HOME AND COMMUNITY CARE BLOCK GRANT
AGREEMENT AND FUNDING FOR FY 2018-19**

Heather Skeens, DHHS-DSS Division Director, introduced the item and noted this is the final revision of the FY 2018-19 grant agreement.

Motion made by Commissioner Justin Conrad, and seconded by Commissioner Kay Cashion, to approve the updated FY 2018-19 Home and Community Care Block Grant (HCCBG) funding plan; approve a decrease in Federal/State revenue of \$22,309, increase the FY 2018-19 Health & Human Services – Social Services Division budget by \$3,247, and decrease the FY 2018-19 Transportation – Human Services budget by \$25,556 to reflect changes in the FY 2018-19 HCCBG funding plan; and authorize staff to make and approve any necessary adjustments to agency service contracts to reflect the updated funding plan.

VOTE: Motion carried 7-0
AYES: Alan Branson, Jeff Phillips, Alan Perdue, Justin Conrad, Kay Cashion, Melvin “Skip” Alston, Hank Henning
NOES: None
ABSENT: J. Carlvena Foster and Carolyn Q. Coleman

B. CLASSIFICATION / COMPENSATION PLAN – PHASE ONE IMPLEMENTATION

Human Resources (HR) Director Karen Fishel confirmed all information on this item was presented during the work session held on June 10, 2019.

C. REVIEW OF INTERNAL SERVICE FUNDS

Budget Director Michael Halford introduced the topic and noted the FY 2019-20 internal service budget increases by \$4.5 million. He noted there is no current change to the county’s share of group insurance, but a review of employee contributions to the plan would be conducted later in the year. Halford confirmed an increase of approximately \$11,000 in the Risk Management budget, primarily driven by increases in vehicle repair expenses. He spoke to the significant increase in Health Care fund balance required to address increases in claims, and noted that the rising trend in health care claims is primarily driven by a small number of high dollar cases.

Commissioner Alston questioned plan options to lessen costs.

Carol Campbell, HR Benefits Manager, discussed stop loss coverage options and spoke to the need to accelerate adoption of some recommended plan changes, in light of the increased use of fund balance to meet expenses. She reviewed comparisons between Guilford County’s health care plan options and those in peer entities.

Commissioner Foster arrived to the meeting at 3:13PM.

D. GROUP INSURANCE PLAN / PREMIUM CHANGES

Campbell reviewed comparisons of medical plans and claims costs for active and retired employees. She shared that consultants recommended increasing plan deductibles to \$500 and decreasing county coverage of certain co-pays to 80%. Campbell discussed potential option for Board consideration, including adding a second plan for employee choice, conducting an employee survey to identify health plan preferences, adjusting employee premiums to align with those in peer entities, accelerating proposed changes, reviewing spousal coverage options and considering other adjustments.

Commissioner Henning questioned spousal coverage and if it is available for all spouses of county employees.

Campbell reviewed spousal coverage premiums and noted of the 1,300 survey respondents with spouses, 50% confirmed their spouses have other medical insurance options.

Commissioner Foster questioned if employees pay the full premium costs for dependent coverage.

Campbell shared the premium costs for employee/children health plans and noted the county covers the majority of the plan costs. She reviewed peer entity comparisons.

County Manager Marty Lawing spoke to the need for more aggressive changes in light of the increased use of fund balance to cover medical plan expenses. He noted future reports will be presented to the Board regarding potential options and survey responses.

Lawing addressed a prior request from Commissioner Alston regarding Medicare options for retired employees and noted that because of the county's status as a large employer, the county is unable to require these employees to choose Medicare as their primary health insurance provider.

Commissioner Perdue cautioned the Board to consider compensation and benefits when reviewing peer comparisons.

E. ECONOMIC DEVELOPMENT ORGANIZATION FUNDING

Halford introduced the topic and noted each Commissioner should have received information listing all the agencies who requested grant dollars and funding recommendations. He invited Planning & Development Director J. Leslie Bell to present the funding requests for FY 2019-20.

Bell reviewed the FY 2019-20 funding requests and recommendations and discussed how economic impact for each agency was determined.

The Board discussed changes to the FY 2019-20 funding recommendation.

Commissioner Conrad questioned the recommended funding for Downtown Greensboro Inc. (DGI) and shared the organization's request for a one-time amount to assist in developing a long-term strategic plan.

Lawing shared that the request for additional funding was not received and spoke to the stringent deadlines for economic development organization (EDO) grant applications. He reviewed the options available to consider this separate funding request.

The Board discussed options regarding this funding request.

Conrad shared that DGI requested a one-time amount of \$50,000 to support long-term strategic planning. He expressed his interest in having DGI present to the Board at a later date.

Commissioner Alston echoed Commissioner Conrad's interest in receiving a presentation from DGI.

Commissioner Henning shared his interest in increasing the funding allocation to the High Point Market Authority. He shared that this organization is the only one reporting approximately \$1 billion in economic

impact; however, the Board consistently allocates \$75,000 in annual EDO grant funding to assist with their initiatives. Commissioner Henning confirmed their needs continue to increase, and noted they work to ensure continuity of transportation and ease of access for market vendors. He expressed his desire for the Board to consider increasing their FY 2019-20 funding.

Commissioner Alston questioned the length of time the Authority had received \$75,000.

Lawing confirmed the organization had received \$75,000 annually for at least six (6) years.

Motion made by Commissioner Hank Henning, and seconded by Commissioner J. Carlvena Foster, to increase the FY 2019 -20 EDO allocation for High Point Market Authority to \$150,000.

Bell reviewed the marketing initiatives conducted by the High Point Market Authority and spoke to their utilization of technology and social media to create efficiencies.

Commissioner Cashion expressed her support for the motion on the floor and noted their efforts over the prior years.

Commissioner Alston expressed his support for the motion and requested the motion amended to increase the EDO funding allocation from \$150,000 to \$200,000.

Commissioner Conrad stated the organization's programming could continue to be offered with the recommended funding and expressed concerns with increasing the allocation by a large amount within a single fiscal year. He shared that he would support a \$25,000 increase in funding.

Commissioner Coleman arrived to the meeting at 3:45PM.

Commissioner Alston shared that the organization requested \$200,000 to support programming needs and spoke to the potential economic impact of the Authority.

Vice Chairman Phillips spoke to the economic impact of the organization and recommended incremental increases in the allocation over a period of time. He expressed his concerns with increasing the allocation by a large amount within a single year.

Commissioner Henning amended the motion on the floor to increase the FY 2019-20 EDO funding allocation for the High Point Market Authority to \$125,000.

Motion made by Commissioner Hank Henning, and seconded by Commissioner J. Carlvena Foster, to increase the FY 2019-20 EDO funding allocation for the High Point Market Authority to \$125,000.

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

Commissioner Foster shared a request from Senior Resources of Guilford for FY 2019-20 EDO grant funding to assist with capital needs.

Motion made by Commissioner J. Carlvena Foster, and seconded by Commissioner Kay Cashion, to allocate \$50,000 in FY 2019-20 EDO grant funding to Senior Resources of Guilford.

Commissioner Cashion questioned why the organization was not included on the listing for funding requests.

Bell confirmed a completed FY 2019-20 EDO grant application was not received from this agency.

Commissioner Cashion expressed her interest in assisting the program and spoke to the success of their Meals on Wheels program.

Commissioner Coleman expressed her support for the motion on the floor and spoke to the need to continue serving Guilford County citizens through the Meals on Wheels program.

The Board discussed the programs offered by Senior Resources of Guilford.

Vice Chairman Phillips questioned the need for funding.

Commissioner Foster shared the requested funds would cover costs associated with their current facility.

Commissioner Cashion clarified the grant funds would keep the organization from diverting dollars from programming to address capital expenses.

Vice Chairman Phillips questioned the need for an additional public hearing.

Lawing stated that Senior Resources of Guilford was not designated an economic development organization, therefore no public hearing would be required to allocate funding.

County Attorney Mark Payne confirmed a separate public hearing for the new FY 2019-20 funding allocation would be required prior to generating payment to the High Point Market Authority.

Vice Chairman Phillips questioned if the organization had experienced a loss in funding or over-extended itself in their facility acquisition. He shared his support for the program and requested additional information regarding the funding request and time for consideration. Vice Chairman Phillips recommended this request included as a potential amendment to the recommended budget that would be adopted during the Board's regular meeting scheduled for June 20, 2019.

Commissioner Perdue questioned the need for an additional public hearing for the High Point Market Authority allocation, as the organization's request was included in the recommended budget document.

Bell stated the public hearing notice only referenced the county manager's recommendation for EDO funding and did not include the agency's request, therefore a separate public hearing is required.

The Board discussed the need to request additional information from EDO organizations that submitted requests for increased funding in the FY 2019-20 budget.

Substitute motion made by Commissioner Justin Conrad, and seconded by Vice Chairman Jeff Phillips, to table motion to allocate \$50,000 in FY 2019-20 EDO grant funding to Senior Resources of Guilford for consideration as a New Business item on the June 20, 2019 regular meeting agenda.

VOTE: Motion carried 5-4
AYES: Alan Branson, Jeff Phillips, Alan Perdue, Justin Conrad, Hank Henning
NOES: Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Melvin “Skip” Alston

Commissioner Foster spoke to the potential for EDO grant funding consideration for Brittano Studios in High Point. She noted the company works in tandem with Piedmont Triad Film Commission, and offers film set construction and photo shoot services. Foster stated the additional funding would be used towards facility renovation and to support ongoing projects and requested increasing the FY 2019-20 EDO funding allocation for Piedmont Triad Film Commission by \$25,000, which would be directed to Brittano Studios.

Motion made by Commissioner J. Carlvena Foster to increase the FY 2019-20 EDO funding allocation to Piedmont Triad Film Commission from \$25,000 to \$50,000, of which the \$25,000 increase would be directed to support facility renovations and ongoing projects at Brittano Studios in High Point, NC.

The motion on the floor failed for lack of a second.

Foster discussed the work conducted by the studio in an under-served area of High Point.

Motion made by Commissioner J. Carlvena Foster, and seconded by Commissioner Melvin “Skip” Alston to allocate \$25,000 in FY 2019-20 EDO funding to Brittano Studios.

Commissioner Coleman questioned if the organization had completed an application for EDO grant funding.

Commissioner Foster confirmed they were unaware of the application requirements and noted she chose to present this funding request to the Board on their behalf.

Commissioner Conrad shared he would be unable to support the motion on the floor and spoke to the need for consistency. He noted the large number of EDO’s in the area with funding needs and lack of adequate information available to support their requests.

Commissioner Henning expressed his concern with deviating from the process for considering EDO funding requests.

Commissioner Conrad stated that, if the funding request was approved, a separate public hearing would have to be held prior to generating payment to the organization.

Motion made by Commissioner J. Carlvena Foster, seconded by Commissioner Melvin “Skip” Alston, to allocate \$25,000 in FY 2019-20 EDO funding to Brittano Studios.

VOTE: Motion failed 2-7
AYES: J. Carlvena Foster and Melvin “Skip” Alston
NOES: Kay Cashion, Carolyn Q. Coleman, Alan Branson, Jeff Phillips, Alan Perdue, Justin Conrad, Hank Henning

Chairman Branson requested staff offer the organization an EDO grant application for future consideration.

Bell confirmed that he could provide the organization with an EDO grant application.

F. ECONOMIC DEVELOPMENT INCENTIVE FUNDING

Bell provided an updated on the economic development incentive funding included in the FY 2019-20 recommended budget. He noted certain approved funds will be allocated in future fiscal years.

Commissioner Alston questioned if the incentives included in the recommended budget indicate that these organizations have fulfilled the requirements necessary to receive funding.

Bell stated these organizations may potentially fulfill their requirements this fiscal year, with options for full or partial payment of incentive funds.

Commissioner Coleman questioned if these organizations had submitting reporting verifying they achieved certain benchmarks.

Bell discussed the process for reporting and pay-out of incentive funds. He reminded the Board that new incentive agreements require the organization provide employment and socioeconomic data prior to payment.

Commissioner Alston questioned incentive funding for Publix.

Bell reviewed the Publix incentive funding agreement and noted the benchmarks the organization must achieve to receive funding.

The Board discussed the county economic development incentive policy.

G. ABC BOTTLE TAX FUNDING

Halford reviewed the FY 2018-19 allocation and distribution of funds. He discussed the statutes regarding bottle tax revenue and confirmed updates regarding the annual use of funds are required. Halford provided recommendations for allocation of funds in FY 2019-20 and noted a portion of these dollars could be directed towards potential expansion of the Guilford County Solution to the Opioid Problem (GCSTOP) program.

Commissioner Coleman questioned when the substance abuse study funded through the FY 2018-19 allocation would be completed.

Halford reviewed the timeframe for study completion and noted it will show the impact on services that utilize County funding and identify intervention programs that target local substance abuse issues, which could result in a cost savings to the county.

Commissioner Cashion questioned the end result of the study.

Halford stated the study will examine the incidence, cost and utilization of county services to treat substance abuse. He spoke to the possibility of extending the study beyond recommended timeframes to gain all information and ensure impact on county services was accurately measured.

Commissioner Alston questioned the average amount of ABC Bottle Tax funding received annually.

Halford confirmed the average revenue amount is \$200,000 annually and noted the unused balance of approximately \$35,000 will be saved in an assigned fund balance towards future programs, such as expansion of GCSTOP.

Commissioner Cashion questioned the impact of privatization of alcohol sales on this source of revenue.

Halford stated he was unsure of the potential impact.

Commissioner Coleman questioned if the Board voted on this allocation of funding.

Halford confirmed the allocation was approved by the Board and discussed in work sessions. He spoke to the need to identify the sale, scope, incident and impact of substance abuse and correlating service costs within Guilford County.

H. FOLLOW-UP ITEMS FROM MAY 30, 2019 WORK SESSION

i. Article 46 Sales Tax

Halford reviewed the Article 46 Sales Tax option as a potential source of recurring revenue and discussed the potential for FY 2018-19 sales tax revenue to come in under-budget, based upon June 2019 reporting.

Commissioner Alston questioned the percentage of sales tax adopted in other counties.

Halford stated the Guilford County's sales tax rate is currently 6.75% and noted the potential to generate approximately \$18 million in additional revenue under the Article 46 sales tax option. He confirmed approximately 41 counties have adopted this tax through general referendum and noted a ½ cent sales tax has yet to be authorized by the NC General Assembly (NCGA).

Payne referenced legislative bills pending with the NCGA that could expand taxing authority in counties. He noted only two (2) counties, Wake and Mecklenburg, have adopted the ½ cent sales tax increase dedicated towards financing public transportation.

Commissioner Alston questioned if Article 46 sales tax revenue could be directed towards education.

Payne shared that under current legislation, the Board could not identify the funding reason on the ballot, but this option would be available under legislation pending with the NCGA. He confirmed the Board could adopt a resolution defining revenue allocation, if the sales tax option were approved by referendum.

Commissioner Conrad questioned if revenue generated by the Article 43 sales tax option could be allocated towards public school transportation.

Payne clarified that this revenue must be used solely towards public transit.

Commissioner Cashion questioned the status of a NCGA local bill allowing a ½ cent sales tax increase in certain counties.

Payne reviewed the process for a local bill and noted the opportunity for the County to explore options to be included under this legislation. He shared he would research potential options.

Commissioner Alston stated if the Board chose to move forward with this option a resolution should be adopted directing this revenue towards education.

The Board discussed options to direct and/or define revenue generated by sales tax options.

Commissioner Conrad expressed his support for a sales tax increase if the county was able to identify the funding reason on the general referendum ballot.

Commissioner Alston urged the Board to consider a \$0.01 property tax rate increase in the FY 2019-20 budget and dedicate this additional revenue towards school funding.

ii. 2019 Local School Finance Study

Halford reviewed the results of the Public School Forum Local School Finance Study and noted Guilford's revenue-generating capacity per ADM is 48th in the state. He shared Guilford ranks 26th in the state for actual effort, which considers all state and local funding compared to low wealth and small counties, while our ability to pay for education ranking is 28th in the state. Halford confirmed our overall relative effort ranking is 20th, which is much higher than our capacity to pay for public education. He stated that despite a decline in revenue growth, we are not considered a low wealth county and our actual effort when comparing total current spending per ADM ranks 13th in the state.

Lawing noted the data for this study is from FY 2016-17 and spoke to Guilford County's significant effort to fund education when compared to other counties with larger tax bases.

I. STAFF RECOMMENDED CHANGES, CORRECTIONS AND UPDATES

i. Staff Budget Changes

Halford discussed the potential to decrease motor vehicle tax revenues by \$600,000 in FY 2019-20, based on updated projections from the state and discussion with the Tax Department. He shared this decrease will be offset by a projected increase of \$1.5 million in property tax revenue. Halford reviewed corrections to investment earnings revenue, in addition to updates in the Law Enforcement and Public Health budgets. He noted the net result of these changes is \$465,000 that has been freed up for use in the recommended budget. Halford spoke to decreases in the consumer confidence index that could affect property tax revenues and encouraged prudence when considering changes to the recommended budget.

ii. Law Enforcement Reentry Program

Chief Deputy Steve Parr introduced the item and invited Sharon Harrison-Pope with Law Enforcement to present on the topic.

Harrison-Pope reviewed the FY 2018-19 amended budget for Detention Services and spoke to the mandated and operational expenses. She provided an overview regarding the catastrophic medical conditions presented by inmates entering these facilities and their associated costs. Harrison-Pope stated approximately 0.002% of the detention budget is dedicated to direct spiritual, educational or other types of programming and discussed the large number of volunteers who fill these service gaps.

Harrison-Pope discussed the process of reentry and the benefits of conducting a needs assessment to ensure successful reintegration of these individuals into the community. She stated that ignoring the needs of this population would result in higher recidivism rates.

Harrison-Pope reviewed Guilford County's program and confirmed they currently serve 250 clients, of which 88% originate from Guilford County Detention Centers. She shared the program's focus areas of service and noted its goal is to reduce recidivism. Harrison-Pope introduced Assistant US Attorney Robert A.J. Lang to present on the benefits of reentry programs.

Mr. Lang spoke to his experience as a prosecutor and the benefits of local reentry programs to the community. He shared his support for the Guilford County reentry program and noted the support from state and local officials. Lang reviewed how the program aligns with federal violence-reduction programs.

Harrison-Pope discussed The First Step Act as a national law designed to address barriers to employment for those previously convicted of crimes. She presented a list of local partners invested in assisting reentry participants and shared the video testimonial of Sharion Wanton, a reentry program participant.

Chairman Branson requested a breakdown of offenders by charges type that are served by the reentry program.

Harrison-Pope noted the program serves all misdemeanants and felons.

Commissioner Perdue questioned the difference between reentry programs offered in jails versus those offered in prison.

Harrison-Pope stated the needs assessment and case management occurs while the participant is in custody, but the reentry program is targeted to work with individuals once they are released. She spoke to the Family Justice Center as a best practice model for the program, with reentry staff serving as a hub between the offender and local partners.

Edward Williams, Reentry Program Director, discussed the case management services offered through the reentry program and noted their ability to work with offenders released from prison to ensure they have access to community resources.

Commissioner Perdue questioned the rent expenses associated with the program.

Harrison-Pope expressed the department's appreciation for the donated space within the NCWorks building, but noted the need for a larger space to assist participants with job search activities that additionally allows for storage of clothing and food donations.

Commissioner Perdue questioned the release figures included in the presentation.

Harrison-Pope stated the presentation lists the total release amount and does provide the percentage of those released from prison.

Commissioner Henning requested clarification from Mr. Williams regarding reentry program participants.

Williams stated that the initial Department of Justice grant was awarded to assist offenders released from prison with reentry into their home communities. He noted that while the jail population typically has a shorter stay, they also have higher recidivism rates and spoke to their desire for assistance in obtaining resources.

Harrison-Pope reiterated 88% of the population served come from Guilford County Detention Centers, while the remaining 12% have been released from jail.

Williams spoke to the need for additional training opportunities for the reentry population.

Commissioner Henning spoke to the amount of un-utilized space within the county and questioned if staff had approached administration regarding these available spaces.

Williams shared their interest in obtaining a space located within High Point as the program would be a unique approach for reentry participants in this area, and Greensboro currently offers support for this population.

Commissioner Henning recommended staff speak with administration regarding available county-owned space.

Williams shared the importance of identifying a space that will confirm the program's identity and branding.

Harrison-Pope spoke to the need for a building close to public transportation routes that was easily accessible with minimal need for upgrades.

Commissioner Coleman discussed potential county-owned spaces available in Greensboro.

Catherine Netter, Law Enforcement, expressed the Sheriff's interest in duplicating services between Greensboro and High Point. She spoke to the escalating levels of violence within High Point and the lack of available resources within the city.

Williams confirmed staff did consider certain Greensboro facilities, but chose not to move forward in light of the upgrades required.

Commissioner Cashion spoke to the availability of space within certain county buildings and questioned if job training would be offered through the reentry program.

Williams confirmed they will refer participants to local partners who will provide job training, but noted reentry staff are not equipped to provide these services.

Commissioner Cashion questioned program staffing.

Williams discussed current staffing and spoke to the potential to contract with agencies for a certified peer support specialist.

Commissioner Alston questioned the amount of space needed for the program.

Williams stated facilities under consideration have approximately 2,100 square feet of space.

Commissioner Alston questioned if this amount of space would provide them with sufficient room to store clothing and food donations. He urged staff to consider available county-owned spaces, such as the Raleigh Street Building located in Greensboro and identify a satellite office in High Point. Commissioner Alston recommended utilizing the budgeted rent expense of \$27,000 as a one-time allocation towards renovation and up-fit costs.

Commissioner Foster expressed her support for the reentry program and shared her experiences with this population. She stated she would support keeping rental cost expenses in the requested budget due to the challenge of identifying suitable spaces within High Point. Foster recommended considering some of the vacant furniture showroom spaces and spoke to the need for these types of programs within the city.

Vice Chairman Phillips thanked Harrison-Pope for her presentation and questioned the funding source for the program.

Harrison-Pope spoke to the need to include the request in the ongoing operating budget. She confirmed the Inmate Welfare Fund no longer receives recurring revenue, but noted the department's preference to include ongoing revenue from commissary and telephone services to fund program expansion.

Vice Chairman Phillips questioned if this was a one-year funding request.

Harrison-Pope shared the department would seek grant-funding for ongoing program expansion, if needed.

Vice Chairman Phillips the total number of additional staff needed for the program.

Williams stated three (3) additional staff are needed, including an administrative assistant.

Harrison-Pope clarified they will not seek additional Guilford County positions but would utilize contracted labor to manage additional responsibilities.

Halford shared the option of reclassifying an existing position and utilizing remaining grant funds to cover a portion of the \$189,000 request in the FY 2019-20 budget.

Vice Chairman Phillips questioned the net funding needs for FY 2019-20.

Halford confirmed a net funding need of approximately \$70,000.

Commissioner Coleman questioned why Inmate Welfare Funds could not be used towards this program.

Lawing states these revenues are now allocated towards expenses in the General Fund. He spoke to the difficulty of removing this revenue from the general fund and noted if the Board chose to reallocate this revenue, another source of revenue would have to be identified to cover general fund expenses.

Commissioner Coleman questioned if Inmate Welfare Funds could be used to cover net funding needs for the reentry program.

Motion made by Commissioner Carolyn Coleman, and seconded by Commissioner Melvin “Skip” Alston, to allocate up to \$80,000 from the existing Inmate Welfare Fund towards the FY 2019-20 Law Enforcement Reentry Program budget.

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

Commissioner Coleman requested staff provide additional information regarding the revenue generated from commissary and phone sales, in addition to the costs of these services.

Commissioner Alston echoed Commissioner Coleman’s request and spoke to the need to address the use of commissary funding prior to adoption of the FY 2019-20 budget.

iii. Additional Follow-up Items

Lawing questioned if the Board had additional follow-up items from prior work sessions that they were interested in discussing.

Motion made by Commissioner Justin Conrad, and seconded by Vice Chairman Jeff Phillips, to add two (2) Animal Care Technician positions to the Animal Services FY 2019-20 budget.

Commissioner Coleman requested the status of the contract with Malachi House.

Animal Services Director Jorge Ortega confirmed the contract amount would remain the same with renewal scheduled for September 2019.

Deputy County Manager Clarence Grier discussed staffing configurations that will be used to best serve the animals and address facility needs within contract guidelines and budget amounts.

Halford noted the cost of each position is approximately \$41,000 annually, with a total cost of \$82,000 annually for two (2) positions.

Commissioner Coleman questioned the hourly rate for the positions.

Ortega stated the rate is \$11.35 per hour.

Commissioner Coleman expressed her concerns with the stated hourly rate.

Motion made by Commissioner Kay Cashion, and seconded by Vice Chairman Jeff Phillips, to call the question and end debate regarding the motion on the floor.

VOTE: Motion carried 6-3
AYES: Alan Branson, Jeff Phillips, Alan Perdue, Justin Conrad, Kay Cashion, Hank Henning
NOES: Carolyn Q. Coleman, J. Carlvena Foster, Melvin “Skip” Alston

Motion made by Commissioner Justin Conrad, and seconded by Vice Chairman Jeff Phillips, to add two (2) Animal Care Technician positions to the Animal Services FY 2019-20 budget.

VOTE: Motion carried 8-1
AYES: Alan Branson, Jeff Phillips, Alan Perdue, Justin Conrad, Kay Cashion, J. Carlvena Foster, Melvin “Skip” Alston, Hank Henning
NOES: Carolyn Q. Coleman

Commissioner Perdue shared that Environmental Health staff must conduct 5,515 septic system inspections annually. He noted staffing cuts experienced by the department in 2007 and discussed the potential environmental impacts when staff are unable to achieve all inspections. He noted each inspection has the potential to generate \$150 in fee revenue, which is sufficient to cover personnel expenses.

Lawing shared anticipated revenues may have been projected too high and spoke to the department’s potential to complete additional inspections with improved scheduling. He also noted the potential for a future decline in development that could impact inspection volume.

Commissioner Perdue spoke to the department’s need to meet certain state mandates and requested Public Health provide additional information regarding these positions.

Motion made by Commissioner Justin Conrad, and seconded by Commissioner Melvin “Skip” Alston to add one (1) Environmental Health Water Quality Inspector position and one (1) Environmental Health Food & Lodging Inspector position and increase the revenue generated by the two (2) positions in the Public Health FY 2019-20 budget.

VOTE: Motion carried 8-1
AYES: Alan Branson, Jeff Phillips, Alan Perdue, Justin Conrad, Kay Cashion, J. Carlvena Foster, Melvin “Skip” Alston, Hank Henning
NOES: Carolyn Q. Coleman

Commissioner Coleman requested she be recognized for calling the question during debate of the prior motion on the floor.

Commissioner Alston spoke to the need for an administrative assistant to support the MWBE Program Director in reviewing and preparing records for a future disparity study.

Motion made by Commissioner Melvin “Skip” Alston, seconded by Commissioner J. Carlvena Foster, to fund a full-time administrative assistant position to support the MWBE Program Director in an amount up to \$60,000 towards salary and benefits in the FY 2019-20 budget.

Commissioner Alston clarified that this was an administrative assistant position.

Vice Chairman Phillips questioned if this would be a temporary or permanent position.

Commissioner Alston shared this was identified as a permanent position.

Motion made by Commissioner Melvin “Skip” Alston, seconded by Commissioner J. Carlvena Foster, to fund a full-time administrative assistant position to support the MWBE Program Director in an amount up to \$60,000 towards salary and benefits in the FY 2019-20 budget.

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

Motion made by Commissioner Alan Perdue, and seconded by Commissioner Justin Conrad, that effective with the FY 2019-20 budget: increase Emergency Medical Services (EMS) fees to 200% of the CMS allowable; approve Emergency Services special event fees at staff proposed levels for a gross increase in total Emergency Services revenue of \$2.1 million (with \$115,500 increase in professional services for billing). Approve total request of \$621,063 towards personnel expansion requests as follows:

- **Effective July 1, 2019, request of \$467,880 towards:**
 - **One (1) Technical Support (\$70,000 including Operations & Maintenance)**
 - **Four (4) Paramedics (\$221,720)**
 - **Four (4) Emergency Medical Technicians (EMTs) (\$176,160)**
- **Effective January 1, 2020, based upon meeting trending revenue projections, request of \$153,183 towards:**
 - **Two (2) EMS Captains (\$65,103)**
 - **Four (4) EMTs (\$88,080)**
- **Consideration of additional EMT and Community Paramedic positions dependent upon current revenue-generating contract discussions.**

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

Vice Chairman Phillips questioned the request from Child Support for two (2) Child Support Agents and a Deputy Director position. He noted that, following receipt of federal reimbursement revenue, the net cost to the county would be approximately \$15,000-\$16,000. Vice Chairman Phillips questioned why these positions were not included in the recommended budget.

Lawing spoke to the prudence with which staff approached the recommended budget.

Motion made by Vice Chairman Jeff Phillips, and seconded by Commissioner Justin Conrad, to include one (1) Child Support agent position at a net county cost of \$15,000 - \$16,000 in the FY 2019-20 budget.

VOTE: Motion carried 8-1
AYES: Alan Branson, Jeff Phillips, Alan Perdue, Justin Conrad, Kay Cashion, J. Carlvena Foster, Carolyn Q. Coleman, Hank Henning
NOES: Melvin "Skip" Alston

J. PROPOSED BUDGET ORDINANCE MODIFICATIONS

Halford confirmed he would incorporate the changes voted on during today's work session into the recommended ordinance for adoption, but noted no additional updates at this time.

K. REVIEW FOCUS AREAS AND INITIATIVES FOR FY 2019-20

Lawing introduced the item and confirmed any changes to the focus areas or initiatives would be included in the adopted budget document.

Motion made by Commissioner Hank Henning, and seconded by Commissioner J. Carlvena Foster, to adopt the proposed Focus Areas and Initiatives for FY 2019-20.

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

L. ANIMAL SHELTER PROJECT DESIGN UPDATE

Property Management/Facilities/Parks Director Dan Durham provided an update on the Animal Shelter project design. He reviewed the history of the design and stated initial estimates received were substantially over budget. Durham stated staff were directed to reassess the needs of the shelter to lower costs, which included removal of the atrium in addition to reduction of square footage and animal capacity.

Ortega clarified the updated shelter design reduces the space from 38,000 to approximately 30,000 square feet to remain within budget.

Commissioner Cashion questioned if the current design will still allow for educational programming.

Ortega confirmed the space for educational programs was retained and noted the primary loss of space occurred on the operational side, including the lobby space and secondary medical suite. He noted the loss of a dog adoption kennel wing and cat holding areas, resulting in a total loss of seventy (70) animal holding spaces.

Ortega stated over 10,000 animals were received in the shelter last year, but spoke to the observed decline in animals, which assisted staff when considering the reduction of certain spaces in the new design.

Commissioner Alston questioned if downsizing would negatively impact the shelter.

Ortega discussed the changes in animal capacity over the prior years that influenced the design updates and spoke to the need to remain creative in attempts to attract visitors and increase animal adoptions.

Commissioner Conrad spoke to the volume of communication received from citizens who did not understand the connection between improved service and decreased capacity. He encouraged staff to spread the message that the new shelter will be an inviting space that encourages animal adoptions.

Commissioner Cashion questioned if Ortega was comfortable with the alternate design.

Ortega expressed his support for the new design and spoke to the need to maintain a robust foster program. He noted the design allows for potential future expansions that would avoid disruption of daily operations.

Grier spoke to the level of supportive media coverage that helped encourage adoptions and increased support of programs administered by the department that have positively influenced community perception of the shelter.

Ortega confirmed the new design takes into consideration the level of maintenance, along with heating and cooling needs of these spaces. He spoke to the need to remain creative in developing robust adoption and fostering programs that minimize the amount of time animals remain in the facility.

III. OTHER BUSINESS

IV. ADJOURN

There being no further business, the meeting was adjourned by unanimous consent at 6:42PM.

Chairman J. Alan Branson

Clerk to Board