

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

Greensboro, North Carolina  
December 5, 2019

The Board of County Commissioners met in a duly noticed regular meeting on December 5, 2019 at 5:30PM, in the Commissioners' Meeting Room, 301 W. Market St., Greensboro; North Carolina.

PRESENT: Chairman Alan Branson, presiding; Vice Chairman Jeff Phillips;  
Commissioners Alan Perdue, Carolyn Q. Coleman, Hank Henning,  
J. Carlvena Foster, Justin Conrad and Melvin "Skip" Alston

ABSENT: Commissioner Kay Cashion

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; Harley Will, Finance Director; Dr. Iulia Vann, DHHS-Public Health Division Assistant Director; Heather Skeens, DHHS-DSS Division Director; Jim Albright, Emergency Services Director; Yvonne Moebs, Risk Management Director; Dan Durham, Property Management/Parks/Facilities Director; J. Leslie Bell, Planning & Development Director; Cynthia Barnes-Phipps, MWBE Program Director; Jeff Fowler, Security Director; members of the staff, community and media.

**I. INVOCATION**

Chairman Branson led those present in the invocation.

**II. PLEDGE OF ALLEGIANCE**

Chairman Branson led those present in the Pledge of Allegiance.

**III. WELCOME AND CALL TO ORDER**

Chairman Branson welcomed those present and called meeting to order at 6:00PM.

**IV. SPEAKERS FROM THE FLOOR**

1. Rob Cassell, Greensboro resident and World Relief Triad Executive Director, shared he spoke on behalf of the three resettlement agencies located in Guilford County and referenced federal executive order 13888 requiring resettlement agencies obtain written consent from state and

county governments to participate in refugee resettlement. He shared the history of refugee resettlement in Guilford County and noted other community leaders have pledged their support to continue resettling refugees here. Mr. Cassell spoke to the significant contributions' refugees make to the local economy and expressed concerns that Guilford County would begin to restrict resettlement. He urged the Board to continue allowing refugee resettlement in the County.

2. Emmalee Boxman, Guilford County Schools (GCS) bus driver, spoke on behalf of school bus drivers and discussed the responsibilities and requirements for these positions. She spoke to the difficulty of recruiting qualified personnel to drive and spoke to the cost and level of training to acquire required licensing. Ms. Boxman shared the volume of work placed on school bus drivers as a result of high vacancies and expressed concern regarding student safety. She urged the Board to provide funding to increase bus driver pay.

3. Rachel Eitzen, Teamsters Union representative, spoke on behalf of school bus drivers and support personnel and requested the Board provide funding to increase bus driver pay. She recognized the state should provide this funding but noted additional dollars would serve as an investment within the district. Ms. Eitzen shared the starting pay for a GCS driver is \$13 per hour, but additional funding would assist with recruitment of drivers. She shared other counties have allocated funding to assist with pay increases and urged the Board to support additional funding.

4. Amy Harrison, GCS teacher and Whitsett resident, spoke in support of bus drivers. She noted bus drivers work multiple jobs to support their families and spoke to the positive relationships between bus drivers and children. Ms. Harrison discussed the personal and work experiences of bus drivers and shared they deserve more than \$15 per hour. She thanked the Board for their service and urged them to approve additional funding to increase bus driver pay.

5. Carla Harris thanked the Board for discussing the reallocation of unexpended funds to school facilities and employees. She shared her experience as a substitute teacher and current teacher in the schools and discussed observed school facility issues. Ms. Harris noted the additional funding is an opportunity to show students that others care for them and support them within the County and urged the Board to fund facility improvements and increase bus driver pay.

6. Jennifer Noble, local attorney, spoke in support of additional funding for school bus drivers. She shared increased pay would encourage retention and improve quality. She spoke in support of HVAC and other facility improvements in the schools and discussed some facility issues experienced throughout the year.

7. Riley Driver, Jamestown Middle School teacher, spoke to the widening gap between student needs and resources available to meet those needs. She noted a majority of the gap is a result of the state budget. Ms. Driver spoke to concerns with students arriving late because bus drivers run multiple routes or drive overcrowded buses, and noted bus drivers provide a high level of care for children while working multiple jobs to make ends meet. She urged the Board to provide funding to assist bus drivers and school facility needs.

8. Todd Warren, Guilford County Association of Educators President, advocated on behalf of additional funding for school bus drivers. He noted the funding surplus is an opportunity to provide leadership and encouraged Guilford to increase driver pay to \$15 per hour. Mr. Warren spoke to ongoing facility issues, like heating problems, which impact student learning. He shared these issues affect educational outcomes and noted the additional funding is a step in the right direction. Mr. Warren encouraged the Board to pressure the state legislature to pass its budget.

9. Casey Thomas, Greensboro resident, spoke to facility and HVAC issues within the schools and encouraged the Board to address this emergency situation. She also urged the Board to provide additional funding to increase bus driver pay to \$15 per hour.

10. Holly Blake, GCS teacher, spoke in favor of increasing bus driver salaries. She expressed concerns that the students of parents working for the district may face a lack of economic security or encounter academic barriers because of their employment.

11. Lynn Thompson, Greensboro resident, requested the County provide support for resettlement and noted this consent is required by January 2020. She spoke to the benefits of engaging with refugees and thanked the Board for considering the option of providing a letter offering its consent to receiving resettled refugees. Ms. Thompson discussed the economic impact of immigrant businesses in the community and their contributions to the US economy.

**V. CLERK TO BOARD, ROBIN KELLER, WILL CONDUCT ELECTION OF CHAIRMAN FOR THE GUILFORD COUNTY BOARD OF COMMISSIONERS FOR THE CALENDAR YEAR 2020**

Clerk to Board Robin Keller opened the floor for nominations for the Chairman of the Guilford County Board of Commissioners for calendar year 2020.

**Motion was made by Chairman Alan Branson, and seconded by Commissioner Alan Perdue, to approve the nomination of Vice Chairman Jeff Phillips as Chairman of the Board of Commissioners for calendar year 2020.**

<b>VOTE:</b>	<b>Motion carried 8 - 0</b>
<b>AYES:</b>	<b>Alan Branson, Alan Perdue, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Kay Cashion</b>

Chairman Phillips thanked the Board for their unanimous support.

**VI. NEWLY ELECTED CHAIRMAN WILL CONDUCT ELECTION OF VICE CHAIRMAN OF THE GUILFORD COUNTY BOARD OF COMMISSIONERS FOR CALENDAR YEAR 2020**

Chairman Phillips opened the floor for nominations for the Vice Chairman of the Guilford County Board of Commissioners for calendar year 2020.

**Motion was made by Commissioner Alan Branson, and seconded by Chairman Jeff Phillips, to approve the nomination of Commissioner Alan Perdue as Vice Chairman of the Board of Commissioners for calendar year 2020.**

**VOTE: Motion carried 7 - 1**  
**AYES: Alan Branson, Alan Perdue, Carolyn Q. Coleman, Hank Henning, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston**  
**NOES: J. Carlvena Foster**  
**ABSENT: Kay Cashion**

Commissioner Branson congratulated Chairman Phillips and Vice Chairman Perdue on their new positions and shared with the public that the Board continues to take their comments and interests into consideration when making decisions.

The Board entered into a short recess at 6:33PM.

The Board reconvened the meeting at 6:48PM.

**PRESENT:** Chairman Jeff Phillips, presiding; Vice Chairman Alan Perdue; Commissioners Alan Branson, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Justin Conrad and Melvin "Skip" Alston

**ABSENT:** Commissioner Kay Cashion

**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; Harley Will, Finance Director; Dr. Iulia Vann, DHHS-Public Health Division Assistant Director; Heather Skeens, DHHS-DSS Division Director; Jim Albright, Emergency Services Director; Yvonne Moebs, Risk Management Director; Dan Durham, Property Management/Parks/Facilities Director; J. Leslie Bell, Planning & Development Director; Cynthia Barnes-Phipps, MWBE Program Director; Jeff Fowler, Security Director; members of the staff, community and media.

## **VII. CONSENT AGENDA**

### **A. BUDGET AMENDMENTS**

1. 2019-428 APPROPRIATION OF UNEXPENDED LAW ENFORCEMENT GRANT FUNDS FROM FY 2018-19

Approve an increase of \$34,922 in Federal/State Revenues, an increase of \$62,003 in Appropriated Fund Balance, and an increase of \$96,925 in the FY 2019-20 Law Enforcement Budget to allow use of unexpended grant funds from FY 2018-19.

#### **Legislation Text**

2. 2019-430 DHHS - DIVISION OF SOCIAL SERVICES BUDGET ADJUSTMENT TO REFLECT ADOPTION INCENTIVE FUND BALANCE

Approve a decrease of \$178,544 in Appropriated Fund Balance and decrease the appropriation to the FY 2019-20 Health & Human Services (Social Services Division) budget by \$68,406 and decrease the appropriation to FY 2019-20 Public Assistance Mandates budget by \$110,138 to reconcile the initial fund balance amount included in the adopted budget with actual resources available during FY 2019-20.

#### **Legislation Text**

#### **DHHS-DSS Adoption Incentive FB Reconciliation.pdf**

3. 2019-432 DHHS - PUBLIC HEALTH DIVISION WAKE FOREST UNIVERSITY HEALTH SCIENCES SEXUALLY TRANSMITTED DISEASE (STD) PREVENTION TRAINING CENTER

Approve an increase of \$6,992 in Federal/State Revenue and increase the FY2019-20 Health & Human Services - Public Health Division budget by the same amount for an agreement with Wake Forest University to serve as an STD Prevention Training Center.

#### **Legislation Text**

### **B. CONTRACTS**

1. 2019-429 APPROVE AMBULANCE FRANCHISE WITH PIEDMONT TRIAD AMBULANCE AND RESCUE, INC.

Approve Ambulance Franchise with Piedmont Triad Ambulance and Rescue, Inc. for a two (2) year term, with the option of a two (2) year renewal.

[Legislation Text](#)

[CONTRACT - CM 1869 Piedmont Triad Ambulance](#)

**C. MISCELLANEOUS**

1. 2019-435 APPROVE TWO (2) VOLUNTARY AGRICULTURAL DISTRICT (VAD) APPLICATIONS

Approve two (2) VAD (2019-09 and 2019-10) applications.

[Legislation Text](#)

[2019-09](#)

[2019-10](#)

[Updated VAD Brochure](#)

2. 2019-403 RECEIVE AND APPROVE ANNUAL BOND REPORT AS REQUIRED BY N.C.G.S 162-9

Receive and approve annual bond report, for certain bonded positions as required by N.C.G.S 162-9.

[Legislation Text](#)

[BOC Annual Bond Report Memo.pdf](#)

[BOC Annual Bond Report.pdf](#)

3. 2019-433 PROPOSED PARKS FEE SCHEDULE CHANGES

Approve the proposed Parks Fee Schedule to become effective January 1, 2020 and authorize staff to take any necessary measures to manage the schedule change.

[Legislation Text](#)

[GC Proposed Fee Changes FY2020.pdf](#)

[PR November 12th 2019 Minutes Draft.pdf](#)

4. 2019-431 ADOPT BOARD OF COMMISSIONERS 2020 REGULAR MEETING CALENDAR

Review and adopt the Board of Commissioners 2020 Regular Meeting Calendar.

[Legislation Text](#)

[2020 BOC Regular Meeting Calendar\\_DRAFT\\_3.pdf](#)

5. 2019-441 APPROVAL OF MINUTES

Approve the following sets of minutes:

11/07/2019 Regular Meeting

11/21/2019 Audit Committee

[Legislation Text](#)

[dmcomAuditCom11.21.19.pdf](#)

[dm110719.pdf](#)

**Motion was made by Commissioner Justin Conrad, and seconded by Commissioner Alan Branson, to adopt the consent agenda.**

**VOTE: Motion carried 8 - 0**

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

**NOES: None**

**ABSENT: Kay Cashion**

## **VIII. NEW BUSINESS**

- A. 2019-410 RECEIVE REPORT REGARDING ANNUAL AUDIT REPORT FOR FY 2018-2019

Receive report from Cherry Bekaert, LLP as to results of annual audit for FY 2018-2019.

[Legislation Text](#)

[External Audit BOC Presentation.pdf](#)

Eddie Burke with Cherry Bekaert, LLP reviewed the audit process and noted four audit opinions were issued. He confirmed all four audit opinions were unmodified, or clean, and reviewed the internal controls, single audit and SAS 114 audit findings. Burke shared the internal controls were designed and operated in an effective manner and the single audit found no material non-compliance issues. He noted the DHHS-DSS Division continues to make improvements and audit findings have decreased over the years. Burke shared the findings of the SAS 114 audit resulted in no required adjustments to financial journal entries.

Burke shared the review of internal controls and reiterated three (3) best practices include employee training on emails, effectiveness training to ensure employee compliance and penetration testing. He discussed the programs reviewed during the single audit and the evaluation of eligibility, allowable costs and administrative controls over grant programs.

Burke discussed general fund revenues and noted the changes between 2018 and 2019 result from increases in property tax and sales tax revenues. He shared the change in general fund expenses resulted from increased appropriations to schools. Burke addressed the decrease in fund balance and noted this is a trend that should be monitored by the County to maintain the assigned fund balance at a reasonable level.

Burke reviewed cash and investments and capital asset findings, and spoke to the changes in long-term debt. He noted the overall control environment for the county is effective. He thanked Harley Will, the Finance and Internal Audit departments for their assistance.

Commissioner Foster questioned if the single audit was only conducted for DSS.

Burke reviewed the process for determining which programs are audited and noted the programs audited were Medical Assistance, Subsidized Child Daycare, Low-Income Energy Assistance, TANF, Public School Building Funds, Smart Start and Juvenile Crime Prevention.

Commissioner Foster questioned if there were penalties or consequences for non-compliance.

Burke shared the dollar amounts associated with non-compliance findings were very minor.

Commissioner Foster asked the County Manager how this data was used.

County Manager Marty Lawing shared the information is used to improve program administration and stated details for each audited case are provided. He confirmed employee training is conducted on the identified errors and noted this is how the department has been able to improve its audit findings each year.

Commissioner Foster questioned if these non-compliance findings have resulted in lost dollars for the County.

Lawing stated there was no required payback with these findings.



Burke noted, due to its size, the County has a high volume of work and reiterated the DHHS-DSS department has made significant improvements over the last five years.

Commissioner Foster shared the audited programs were some of the largest offered through the County and spoke to their impact upon lower-income residents who may not receive minimum wage. She spoke to the importance of remaining in compliance to avoid losing county dollars.

Chairman Phillips questioned the primary difference in general fund expenditures between 2018 and 2019.

Burke noted the difference resulted from an estimated \$10 million allocation to the school system.

Chairman Phillips spoke to the need to emphasize this expenditure, so citizens are aware that available resources are being used responsibly. He thanked Mr. Burke for his service.

**B. 2019-393 PURCHASE OF A SANITARY SEWER EASEMENT FOR THE NEW GUILFORD COUNTY ANIMAL SHELTER**

Approval is requested for the purchase of a sanitary sewer easement from Martin Marietta for \$7,500 via a general warranty easement deed, in substantial form, for the purpose of constructing a sanitary sewer connection to serve the new Animal Shelter and authorize staff to take all reasonable actions to finalize and execute said purchase.

[Legislation Text](#)

[Proposed Martin Marietta General Warranty Easement Deed](#)

[Map of proposed easement](#)

Dan Durham, Property Management/Parks/Facilities Director introduced the agenda item.

**Motion was made by Commissioner Justin Conrad, and seconded by Commissioner Hank Henning, to adopt the request for the purchase of a sanitary sewer easement from Martin Marietta for \$7,500 via a general warranty easement deed, in substantial form, for the purpose of constructing a sanitary sewer connection to serve the new Animal Shelter and authorize staff to take all reasonable actions to finalize and execute said purchase.**

<b>VOTE:</b>	<b>Motion carried 8 - 0</b>
<b>AYES:</b>	<b>Alan Branson, Alan Perdue, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Kay Cashion</b>

C. 2019-442 STOP LOSS COVERAGE FOR 2020 PLAN YEAR

Consider approval for stop loss coverage with United Healthcare for the 2020 plan year. The current rate is \$20.50 per employee/retiree per month; the renewal rate is \$30.75. This rate maintains the current deductible level of \$425,000. Total premiums for the 2020 calendar year are projected to be \$985,230, up from \$656,820 in 2019.

Legislation Text

Guilford County Stop Loss Renewal Presentation 2020 with rates

Carol Campbell, Human Resources Benefits Manager, reviewed the agenda item and explained this type of insurance is purchased to absorb individual claims that exceed a certain amount. She discussed the contract negotiations and confirmed the vendor opted to increase our premiums by 50%. Campbell shared that although this is a large increase, it was anticipated during the budget process and no additional county funds are required.

Chairman Phillips questioned the number of employees that have exceeded stop loss levels.

Campbell shared five employees have exceeded this level and anticipate a sixth employee exceeding prior to year's end.

Chairman Phillips questioned how this number compared to employee utilization in prior years.

Campbell confirmed the number of employees exceeding stop loss levels has increased slightly this year and shared the amount and associated costs of claims have increased.

**Motion was made by Commissioner Melvin "Skip" Alston, and seconded by Commissioner Hank Henning, to approve stop loss coverage with United Healthcare for the 2020 plan year. The current rate is \$20.50 per employee/retiree per month; the renewal rate is \$30.75. This rate maintains the current deductible level of \$425,000. Total premiums for the 2020 calendar year are projected to be \$985,230, up from \$656,820 in 2019.**

**VOTE: Motion carried 8 - 0**  
**AYES: Alan Branson, Alan Perdue, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston**  
**NOES: None**  
**ABSENT: Kay Cashion**

D. 2019-436 APPROVE RESOLUTION IN SUPPORT OF THE ROCK CREEK STREAMBANK STABILIZATION PROJECT AND FINANCIAL ASSISTANCE THROUGH THE NC WATER RESOURCES DEVELOPMENT GRANT

Approve the attached resolution in support of the State of NC to provide financial assistance to Guilford County for the Rock Creek Streambank Stabilization project.

[Legislation Text](#)

[Vicinity Map.pdf](#)

[Rock Creek Streambank Stabilization - Revised Concept Sketch.pdf](#)

[WRDG No Conflict of Interest Form 22May2019 GuilfordCounty.docx](#)

[Stoney Creek HOA Financial Commitment.pdf](#)

[2019\\_06\\_SWCD Guilford Minutes.docx](#)

[RockCreek\\_GuilfordCounty\\_WRDG-Resolution-22May2019.docx](#)

[RE Rock Creek Streambank Stabilization.msg](#)

[Greensboro Letter of Support.pdf](#)

[Budget Sheet](#)

Leslie Bell, Planning & Development Director introduced the item and noted funding for the project will be covered by five non-profit, public and private entities, including: City of Greensboro, Stoney Creek Homeowner's Association, NC Water Resources CCAP grant, state of North Carolina, Guilford County Soil & Water Conservation District and Piedmont Conservation Council. He shared Guilford County will not provide any funding, but will serve as a conduit, and Piedmont Conservation Council will manage and administer the grant. Bell noted if no other grants sources are available to meet the remaining cash requirements, the homeowner's association has up to \$250,000 to absorb the funding shortfall. He shared staff recommend approval of the item and reiterated no county funds are included in the project.

**Motion was made by Commissioner Alan Branson, and seconded by Commissioner Melvin "Skip" Alston, to approve the attached resolution in support of the State of NC to provide financial assistance to Guilford County for the Rock Creek Streambank Stabilization project.**

<b>VOTE:</b>	<b>Motion carried 8 - 0</b>
<b>AYES:</b>	<b>Alan Branson, Alan Perdue, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Kay Cashion</b>

**WHEREAS**, the County of Guilford desires to sponsor, Rock Creek Streambank Stabilization Project, a 50-foot long section of vertical eroded banks within the Stoney Creek Homeowners Association nature trail and City of Greensboro sanitary sewer right-a-way will have various bioengineering techniques constructed in order to redirect flows to prevent further streambank and water quality degradation in this corridor and to maintain save pedestrian access.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

- 1) The Board of Commissioners request the State of North Carolina to provide financial assistance to County of Guilford for Rock Creek Streambank Stabilization Project in the amount of \$69,339 (includes both cash and in-kind contributions) or 50 percent of project construction cost, whichever is the lesser amount;
- 2) The Board of Commissioners assume full obligation for payment of the balance of project costs;
- 3) The Board of Commissioners will obtain all necessary State and Federal permits;
- 4) The Board of Commissioners will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.
- 5) The Board of Commissioners will supervise construction of the project to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;
- 6) The Board of Commissioners will obtain suitable spoil disposal areas as needed and all other easements or rights-of-way that may be necessary for the construction and operation of the project without cost or obligation to the State;
- 7) The Board of Commissioners will assure that the project is open for use by the public on an equal basis with no restrictions;
- 8) The Board of Commissioners will hold the State harmless from any damages that may result from the construction, operation and maintenance of the project;
- 9) The Board of Commissioners accepts responsibility for the operation and maintenance of the completed project.

Adopted by the Guilford County Board of Commissioners this   5th   day of  
December 2019.

E. 2019-438 DHHS - PUBLIC HEALTH DIVISION: DUKE ENDOWMENT GRANT APPROVAL OF TWO (2) NEW POSITIONS

Approve two (2) new grant-funded positions: two (2) Nurse Specialist I positions in the Guilford Family Connects program, both to be contingent upon continued grant funding.

[Legislation Text](#)

Dr. Iulia Vann, DHHS-Public Health Division Assistant Director introduced the agenda item. She noted that these funds were approved in June 2019 with a goal to hire and train supervisors prior to onboarding nursing positions.

**Motion was made by Commissioner J. Carlvena Foster, and seconded by Vice Chairman Alan Perdue, to approve two (2) new grant-funded positions: two (2) Nurse Specialist I positions in the Guilford Family Connects program, both to be contingent upon continued grant funding.**

**VOTE: Motion carried 8 - 0**  
**AYES: Alan Branson, Alan Perdue, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston**  
**NOES: None**  
**ABSENT: Kay Cashion**

F. 2019-443 REALLOCATION OF UNEXPENDED FUNDS ASSOCIATED WITH ELECTIONS EQUIPMENT PURCHASE

[Legislation Text](#)

**Motion was made by Commissioner Melvin "Skip" Alston, and seconded by Commissioner Carolyn Q. Coleman, to designate up to \$800,000 for the purpose of increasing the salaries for Guilford County Schools Bus Drivers to a minimum of \$15.00 per hour and satisfy any compression in salaries accordingly. The final amount designated for this increase must be confirmed and verified by both the Guilford County Schools staff and the Guilford County staff prior to release of funds.**

**Designate \$370,000 towards the salary increases of any and all full-time Guilford County employees currently under a \$15.00 hourly rate to a minimum of \$15.00 per hour and calculate any compression funds needed for the increase in salaries.**

**Final numbers are to be verified and confirmed by the appropriate County staff with the source of funding to be from remaining unexpended dollars associated with the purchase of the Elections voting system. Authorize staff to make any necessary budget amendments associated with funding disbursement.**

Commissioner Alston thanked each of the Commissioners for their discussion which allowed them to reach this motion.

**Commissioner Conrad offered a friendly amendment to the motion that all existing public records requests from Guilford County to Guilford County Schools be filled in full prior to any disbursement of funds.**

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

Commissioner Conrad discussed the history of the appropriated funding for the voting machines, based upon state requirements, and spoke to the changes at the federal level that may require the County to purchase new machines within the next two (2) years. He shared his tentative support for the motion on the floor with expectation that the request for additional information will be fulfilled. Conrad noted all requests for information go through the Clerk and are shared with all Commissioners to ensure transparency.

Commissioner Henning discussed the school HVAC and maintenance needs and clarified the associated mechanical issues with these systems. He discussed the reallocation of capital funds to the Career and Technical Education (CTE) programs, in lieu of facility expenditures, at the request of the Board of Education. Commissioner Henning spoke to the need for passage of the state budget and noted the benefits that are included in this budget.

Commissioner Coleman thanked the Board for their willingness to consider reallocation of funds for bus driver salaries. She spoke to recent legislation passed in Wake County that raised bus driver salaries and encouraged Guilford County to continue improving schools for the benefit of economic development.

Commissioner Foster echoed Commissioner Alston's comments and thanked the Board for taking action and prioritizing Guilford County Schools staff and Guilford County employees.

Commissioner Branson thanked Guilford County Schools staff for providing information following a meeting with bus drivers and Teamsters representatives. He noted approximately 223 drivers out of 500 positions are not making \$15 per hour. Commissioner Branson spoke to the need to factor in total compensation, including the cost of insurance and retirement benefits, when considering salaries. He shared his difficulties in hiring employees in the trucking industry and noted this is a problem occurring throughout the country.

Branson expressed his commitment to address GCS issues related to facilities and bus driver salaries, but expressed concerns with the potential impact upon support staff salaries. He discussed pending facility issues addressed the recent GCS facility study and spoke to the

complex nature of these issues. Branson shared state and federal criteria for transporting students on school buses and spoke to the importance of safety in transportation. He discussed the impact of the state budget on local communities and shared the NC Association of County Commissioners vision statement. Branson spoke to new state initiatives to support CTE programs within our community.

Commissioner Conrad shared his hope that the Board of Education remains committed to maintaining these increases in pay rates.

Commissioner Alston stated the responsibility to maintain these new pay rates lies with the Board of Education (BOE) and shared his hope the BOE would continue to include these funds in future budgets.

Commissioner Branson questioned when the 2019-20 GCS budget would pass.

Commissioner Alston inquired if the Board would be willing to vote on the motion on the floor prior to asking questions regarding the school's budget.

Chairman Phillips and Commissioner Branson shared the questions were relevant to the motion on the floor.

GCS Superintendent Sharon Contreras shared staff would present the budget to the BOE for a vote during their December 17, 2019 meeting.

Chairman Phillips spoke to a note received regarding recognized inefficiencies associated with current bus routes and questioned when this software and related route adjustments would be implemented.

Superintendent Contreras stated they have two consultants hired to work on the integration of their bus and school software systems and shared they are also conducting a review of the bell schedules which could result in a need for fewer drivers.

Chairman Phillips questioned how the lapsed salaries for sixty (60) vacant positions are being used.

Superintendent Contreras shared that the lapsed salaries are being used to pay stipends to teachers and teacher assistants to drive buses.

Angie Henry, GCS Chief Financial Officer, noted the funds are allocated towards the additional hours bus drivers are used to cover routes, in addition to substitute drivers, teachers, coaches and other staff who handle routes.

Chairman Phillips questioned if any lapsed salary dollars could be re-directed towards the increased salaries for bus drivers.

Ms. Henry stated they would not recommend using lapsed salary to cover recurring costs unless they were able to reduce the total number of bus driver positions needed to cover routes.

Chairman Phillips questioned the \$2 million in school funding set aside to for school bus driver bonuses.

Superintendent Contreras stated these funds are used for bonuses and to pay drivers while they attend training. She shared bus drivers receive a quarterly bonus of \$250 and are eligible to receive an additional \$100 per month, based upon attendance.

Ms. Henry noted the \$2 million allocation will be spent over two (2) fiscal years towards bonuses and training.

Chairman Phillips expressed his disappointment that these efforts were not shared or reported prior to this situation becoming a crisis.

Superintendent Contreras shared the protest was a grassroots movement designed organically by staff to obtain a livable wage and not to hurt students. She urged the Board to consider these employees and the impact of these issues upon parents, student and staff.

Chairman Phillips expressed his appreciation for Commissioner Alston taking a lead role in these discussions and shared the need to include the entire Board when introducing school system needs.

Vice Chairman Perdue questioned who developed the pay scale for bus drivers.

Ms. Henry noted that State creates a minimum and maximum pay amount for the drivers and the school district creates the pay scale within those ranges.

Vice Chairman Perdue noted this issue should have been addressed by the BOE prior to consideration by the Board. He spoke to the County's limited resources and shared his expectation that the school system addresses the root problem.

Commissioner Branson questioned if school staff were aware of the status of funding at the state level.

Ms. Henry stated the State has approved a step increase for teachers and assistant principals, in addition to salary adjustments for principals, resulting in many school systems moving forward with their own budget approvals.

Chairman Branson questioned if a 4% increase for non-classified employees was included in the budget.

Ms. Henry shared the 4% increase is included in the budget, but that has not been passed. She noted the step increase and salary adjustments have been passed by the State legislature through mini bills but is unsure when the state budget will be passed.



Chairman Branson recommended school staff and the public reach out to their state legislators regarding the state budget.

Superintendent Contreras spoke to the need to revise the district's salary scale to address retention issues.

**Motion was made by Commissioner Melvin "Skip" Alston, and seconded by Commissioner Carolyn Q. Coleman, to designate up to \$800,000 for the purpose of increasing the salaries for Guilford County Schools Bus Drivers to a minimum of \$15.00 per hour and satisfy any compression in salaries accordingly. The final amount designated for this increase must be confirmed and verified by both the Guilford County Schools staff and the Guilford County staff prior to release of funds.**

**Designate \$370,000 towards the salary increases of any and all full-time Guilford County employees currently under a \$15.00 hourly rate to a minimum of \$15.00 per hour and calculate any compression funds needed for the increase in salaries.**

**Final numbers are to be verified and confirmed by the appropriate County staff with the source of funding to be from remaining unexpended dollars associated with the purchase of the Elections voting system. Authorize staff to make any necessary budget amendments associated with funding disbursement.**

**All public records requests from Guilford County to Guilford County Schools must be filled in full prior to any disbursement of funds.**

<b>VOTE:</b>	<b>Motion carried 8 - 0</b>
<b>AYES:</b>	<b>Alan Branson, Alan Perdue, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Kay Cashion</b>

## **IX. HEALTH AND HUMAN SERVICES UPDATE**

### **A. 2019-439 DHHS - PUBLIC HEALTH DIVISION: ANNUAL COMMUNICABLE DISEASE UPDATE**

Receive the Annual Communicable Disease report.

[Legislation Text](#)

Dr. Iulia Vann stated that in their capacity as the Guilford County Board of Health, the Board must receive certain annual updates. She introduced the annual Communicable Disease Data Brief and reviewed data from the last five years. Dr. Vann shared Public Health's continuing efforts to address rising sexually transmitted disease cases in the community through education, treatments and express clinics.

By general consensus the Board accepted the annual communicable disease report.

B. 2019-440 DHHS - PUBLIC HEALTH DIVISION: COMMUNITY HEALTH ASSESSMENT UPDATE

Receive and approve the priorities identified in the Community Health Assessment.

[Legislation Text](#)

Dr. Vann introduced the Community Health Assessment update and noted the Public Health department partners with other stakeholders and the community to conduct a health assessment every few years to identify areas of prioritization, in compliance with accreditation benchmarks and the consolidation agreement.

Dr. Vann discussed the four (4) focus areas identified through the assessment: Maternal and Child Health, Healthy and Active Living, Behavioral Health and Social Determinants of Health. She noted Behavioral Health would be the focus of tonight's presentation.

Commissioner Coleman left the meeting at 8:06PM.

Dr. Vann discussed the department's awareness campaign for behavioral health and spoke to other progressive ways to address behavioral health issues. She shared goals associated with reducing opioid drug use and abuse and offered the Board an opportunity to review the expanded health assessment.

Chairman Phillips thanked Dr. Vann for providing the report to the Board.

By general consensus the Board accepted the community health assessment update.

**X. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.**

A. 2019-437 APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

Approve the following appointments and reappointments to various Boards and Commissions:

**Jamestown Planning & Zoning Board**

Reappoint Steve Monroe to 2nd Term in the BOCC ETJ Position (January 2, 2020 - January 1, 2025)

**Juvenile Crime Prevention Council**

Appoint Wanda LeGrand to 1st Term in the Guilford Schools Superintendent Designee Position (December 5, 2019 - December 4, 2021)

Reappoint LaQreshia Bates-Harley to 2nd Term in the Chief Court Counselor Designee Position (September 22, 2019 - September 21, 2021)

**Transportation Advisory Board**

Appoint Felicia Reid to 1st Term (December 5, 2019 - December 4, 2022)

[Legislation Text](#)

[SMonroe\\_Reapp\\_112019.pdf](#)

[WLeGrand\\_App\\_112119.pdf](#)

[LBates\\_Harley\\_Reapp\\_110519.pdf](#)

[FReid\\_App\\_111819.pdf](#)

[FReid\\_Vitae\\_111819.pdf](#)

**Motion was made by Commissioner Hank Henning, and seconded by Commissioner Alan Branson, to approve the following appointments and reappointments to various Boards and Commissions:**

**Jamestown Planning & Zoning Board**

Reappoint Steve Monroe to 2nd Term in the BOCC ETJ Position (January 2, 2020 - January 1, 2025)

**Juvenile Crime Prevention Council**

Appoint Wanda LeGrand to 1st Term in the Guilford Schools Superintendent Designee Position (December 5, 2019 - December 4, 2021)

Reappoint LaQreshia Bates-Harley to 2nd Term in the Chief Court Counselor Designee Position (September 22, 2019 - September 21, 2021)

**Transportation Advisory Board**

Appoint Felicia Reid to 1st Term (December 5, 2019 - December 4, 2022)

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

#### **XI. COMMENTS FROM COUNTY MANAGER**

Lawing spoke to recent challenges in finding applicants interested in serving on the Health & Human Services Advisory Board. He shared there are currently nine vacancies on the board comprised of four Commissioner Designee positions and four Professional Designee positions. Lawing noted this is a statutorily required board and shared they are unable to obtain quorum to conduct a meeting. He shared his hope that interested members of the community would apply to serve.

#### **XII. COMMENTS FROM COMMISSIONERS**

Commissioner Henning wished all a Merry Christmas.

Commissioner Alston thanked the Commissioners for their support and noted there are still of number of issues related to the schools that must be addressed. He shared some of the HVAC units are thirty to forty years old and expressed his hope that GCS staff and the BOE would provide a specific list of facility needs to ensure students are in good learning environments.

Vice Chairman Perdue wished all a Merry Christmas and asked we remember our emergency responders serving during the holidays.

Commissioner Branson echoed holiday wishes and welcomed Sunlight Batteries USA to Guilford County. He shared they will provide an investment of \$6.5 million and 46 jobs into the local economy. Branson spoke to the benefits of the CTE program in the school system.

Commissioner Conrad thanked Commissioner Branson for his years of service as Board Chairman and extended Christmas wishes to all. He spoke to Commissioner Alston's comments and echoed the need to take action in the schools. Commissioner Conrad noted the need for transparency in this joint process to ensure all have an equal opportunity to information.

Commissioner Foster extended congratulations to the High Point Chamber of Commerce on the 100<sup>th</sup> anniversary. She invited everyone to the High Point University Community Christmas breakfast on December 6, 2019 at 7:30AM and wished all a Merry Christmas. shared her congratulations for the High Point Chamber in celebration of their 100th year. She invited everyone to the High Point University Community Christmas breakfast tomorrow morning at 7:30 AM.

Chairman Phillips reiterated the Board's thanks for the efforts of outgoing Chairman Branson and his stabilizing years of service and thanked all staff for their hard work. He thanked the Board for their support in his reprisal of the Chairman role and wished all a Merry Christmas.

**XIII. HOLD CLOSED SESSION PURSUANT TO N.C.G.S. §143-318.11 (a) (3 & 6) FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY AND TO CONSIDER CERTAIN PERSONNEL MATTERS REGARDING THE BOARD'S DIRECT REPORTS.**

**Motion was made by Vice Chairman Alan Perdue, and seconded by Commissioner Alan Branson, to hold closed session pursuant to N.C.G.S. §143-318.11 (a) (3 & 6) for the purpose of consulting with the County Attorney and to consider certain personnel matters regarding the Board's direct reports.**

**VOTE: Motion carried 6 - 1**  
**AYES: Alan Branson, Alan Perdue, Hank Henning, J. Carlvena Foster, Jeff Phillips, Melvin "Skip" Alston**  
**NOES: Justin Conrad**  
**ABSENT: Kay Cashion and Carolyn Q. Coleman**

**XIV. ADJOURN**

**PRESENT: Chairman Jeff Phillips, presiding; Vice Chairman Alan Perdue; Commissioners Alan Branson, Hank Henning, Justin Conrad and Melvin "Skip" Alston**

**ABSENT: Commissioners Kay Cashion, Carolyn Q. Coleman and J. Carlvena Foster**

**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**

**Motion was made by Commissioner Melvin "Skip" Alston, and seconded by Commissioner Justin Conrad, to adjourn the meeting.**

**VOTE: Motion carried 6 - 0**  
**AYES: Alan Branson, Alan Perdue, Hank Henning, Jeff Phillips, Justin Conrad, Melvin "Skip" Alston**  
**NOES: None**  
**ABSENT: Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster**

There being no further business, the Board adjourned the meeting by unanimous consent at 9:59PM.

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Chairman

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Clerk