

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

Greensboro, North Carolina
January 21, 2021

The Board of County Commissioners met in a duly noticed regular meeting on January 21, 2021 at 5:30PM, in the Commissioners' Meeting Room, 301 W. Market St., Greensboro; North Carolina.

PRESENT: Chairman Melvin "Skip" Alston, presiding; Vice Chairman J. Carlvena Foster (in at 5:40PM); Commissioners Mary Beth Murphy, Carly Cooke, Kay Cashion, Justin Conrad and Alan Perdue. Commissioners James Upchurch and Carolyn Q. Coleman (in at 5:50PM) participated via virtual participation.

ABSENT: None

ALSO PRESENT: County Manager Michael Halford; County Attorney Mark Payne; Clerk to Board Robin Keller; Ariane Webb, Deputy Clerk to Board; Jessica Wolf, Deputy Clerk to Board; Worley Smith, Communications Specialist; J. Leslie Bell, Planning & Development Director; Dr. Iulia Vann, DHHS-Public Health Division Director; Alex Smith, Budget, Management & Evaluation Director; Derrick Bennett, Interim Finance Director; Ben Chavis, Tax Director; Catherine Johnson, Family Justice Center Director; Don Campbell, Emergency Management Division Director; Heather Skeens, DHHS Director; members of staff and media. Virtual participation was made available to members of the public and media.

I. INVOCATION

Board Chaplain Ben Chavis offered the invocation.

II. PLEDGE OF ALLEGIANCE

Chairman Melvin "Skip" Alston lead those present in the Pledge of Allegiance.

III. WELCOME AND CALL TO ORDER

Chairman Alston welcomed those present and called the meeting to order at 5:30PM.

IV. SPEAKERS FROM THE FLOOR

There were no Speakers from the Floor.

V. CONSENT AGENDA

Motion was made by Commissioner Justin Conrad, and seconded by Commissioner Kay Cashion, to adopt the consent agenda.

VOTE: Motion carried 6 - 0
AYES: Melvin "Skip" Alston, Mary Beth Murphy, Carly Cooke, Kay Cashion, Justin Conrad, Alan Perdue
NOES: None
ABSENT: James Upchurch, Carolyn Q. Coleman and J. Carlvena Foster

A. MISCELLANEOUS

1. 2021-107 DHHS-DSS MANDATED PERFORMANCE MEASURES

Receive monthly data regarding the thirteen (13) mandated performance measures as outlined in the Memorandum of Understanding between Guilford DHHS-Social Services and NC DHHS.

[Legislation Text](#)

[MANDATED PERFORMANCE REQUIREMENTS MOU NOVEMBER 2020 Results.pdf](#)

[MANDATED PERFORMANCE REQUIREMENTS MOU OCTOBER 2020 Results.pdf](#)

2. 2021-108 TAX COLLECTION AND BEVERAGE LICENSE REPORTS FOR MONTH ENDING DECEMBER 31, 2020

Accept and approve the tax collection report and beverage licenses issued for month ending December 31, 2020.

[Legislation Text](#)

[401C All Guilford 12-31-2020.pdf](#)

[Bev 12-31-2020 Detail.pdf](#)

3. 2021-109 PROPERTY TAX REBATES AND RELEASES FOR MONTH ENDING DECEMBER 31, 2020

Accept and approve property tax rebates and releases for the month ending December 31, 2020.

[Legislation Text](#)

[December 2020 NCVTS Pending Refund Report.pdf](#)

[December 2020 Rebate and Releases.pdf](#)

4. 2021-113 APPROVAL OF MINUTES

Approve the following sets of minutes:

12/17/2021 Regular Meeting

01/07/2021 Work Session

01/07/2021 Regular Meeting

[Legislation Text](#)

[dm121720.pdf](#)

[dmws01.07.21.pdf](#)

[dm010721.pdf](#)

VI. NEW BUSINESS

- A. 2021-110 BUDGET AMENDMENT FOR PROPERTY TAX COLLECTION SERVICES CONTRACT WITH MARK D. BARDILL P.C., DBA ZACCHEUS LEGAL SERVICES (ZLS) - \$89,000

Approve a budget amendment to increase Property Tax Revenue by \$89,000 and increase the Tax FY 2020-21 budget by the same amount to ensure sufficient funds are available for the contract with Mark D. Bardill P.C, dba Zaccheus Legal Services (ZLS) to provide property tax collection services.

[Legislation Text](#)

[ZLS Contract 11-9-20.pdf](#)

Tax Director Ben Chavis introduced the item. Chavis noted that they budgeted \$211,000 under the old contract and is asking for additional funds to cover expenses.

Commissioner Justin Conrad questioned a citizen complaint on a past due notice shared as result of issues with the postal service.

Chavis stated that staff try to push that as far out in January as possible. If they push the notices out any further, there would be additional interest accrued by the time the notice was received.

Commissioner Carly Cooke asked for clarification if this was an increase from the contract that was just approved in December.

Vice Chairman J. Carlvena Foster arrived to the meeting at 5:40PM.

Motion was made by Commissioner Justin Conrad, and seconded by Commissioner Kay Cashion, to approve a budget amendment to increase Property Tax Revenue by \$89,000 and increase the Tax FY 2020-21 budget by the same amount to ensure sufficient funds are available for the contract with Mark D. Bardill P.C, dba Zaccheus Legal Services (ZLS) to provide property tax collection services.

VOTE:	Motion carried 8 - 0
AYES:	Melvin "Skip" Alston, J. Carlvena Foster, James Upchurch, Mary Beth Murphy, Carly Cooke, Kay Cashion, Justin Conrad, Alan Perdue
NOES:	None
ABSENT:	Carolyn Q. Coleman

B. 2021-115 AMENDMENT TO AGREEMENT WITH PICTOMETRY INTERNATIONAL CORP

Approve, in substantial form, a contract amendment with Pictometry International Corporation, 25 Methodist Hill Drive, Rochester, NY, to reduce the pricing for Projects 2 and 3 in an amount not to exceed \$532,398 for a term effective until October 31, 2024.

[Legislation Text](#)

[pictometry original.pdf](#)

[Pictometry Amendment.pdf](#)

[Pictometry.pdf](#)

Chavis noted that we entered into a three-phase agreement with Pictometry in order to ensure that we get all taxable property on the record. We utilize this tool to find improvements that may have missed by county appraisal staff.

Commissioner Carolyn Q. Coleman joined the meeting at 5:50PM via virtual communication.

Motion was made by Commissioner Alan Perdue, and seconded by Commissioner Justin Conrad, to approve, in substantial form, a contract amendment with Pictometry International Corporation, 25 Methodist Hill Drive, Rochester, NY, to reduce the pricing for Projects 2 and 3 in an amount not to exceed \$532,398 for a term effective until October 31, 2024.

VOTE: Motion carried 9 - 0
AYES: Melvin "Skip" Alston, J. Carlvena Foster, James Upchurch, Mary Beth Murphy, Carly Cooke, Kay Cashion, Carolyn Q. Coleman, Justin Conrad, Alan Perdue
NOES: None

C. 2021-114 EXTENSION OF GUILFORD COUNTY EMERGENCY SICK LEAVE AND FMLA PLANS

Approve the Guilford Emergency Sick Leave (GCESL), the extended emergency sick leave, and Guilford County EFMLA (GEFMLA), the extended emergency FMLA, plans to be effective January 1, 2021 through March 31, 2021.

[Legislation Text](#)

[Guilford Extended Sick Leave EFMLA Plans.pdf](#)

Human Resources Director Joannette Freeman introduced the item. She noted that the Federal emergency FMLA (e-FMLA) leave expired December 31, 2020; which leaves employees impacted by COVID-19 with no protections. She stated that under the active e-FMLA policy employees were provided 80 hours of leave. Freeman asked that the County offer a similar leave policy to be retroactive to cover the gap between December 31 and today and carry through the end of March 2021.

Freeman also clarified that the county's existing telecommuting policy would allow employees if well enough to do so, and if work is available given their particular job functions that employees could work from home while awaiting COVID-19 test results, under isolation, or even quarantine in order to preserve their eligible leave balances. Those employees too sick to work will be provided the leave extension. Freeman added that the internal policy changes recommended would be administered the same way as the Federal e-FMLA Policy previously approved by the board in 2020.

Chairman Alston questioned if we will need to come back again for discussion on March 31.

Freeman stated that March 31 is the date suggested by the School of Government. We hope to have an update on the FFCRA (Families First Coronavirus Response Act) but we can always extend if there was a need at the end of March.

County Manager Michael Halford clarified that if approved, this additional leave expansion does not change our existing budget as the salaries are budgeted annually. Halford stated that the only time costs would come into play would be as result if any overtime needed to cover leave of several employees in a specific unit due to COVID-19.

Freeman gave an update on total number of employees impacted by COVID-19 issues to date and the leave options to employees.

Commissioner Coleman questioned the rate of pay difference for leave due to childcare needs. She also indicated her intent to vote in favor of the prior motion to approve a contract amendment with Pictometry International Corporation.

Freeman explained that leave under the e-FMLA program allowed for 66% of the current rate of pay if leave is taken for childcare purposes; however, if leave is taken to care for an immediate family member who is sick, or for personal sick time as result of COVID-19, the pay rate would be at 100%. Freeman reiterated that the staff's proposal would be the same as the E-FMLA program when it existed before the Federal Government closed the program in December with the same parameters previously approved by the Board.

Motion was made by Commissioner Kay Cashion, and seconded by Vice Chairman J. Carlvena Foster, to approve the Guilford Emergency Sick Leave (GCESL), the extended emergency sick leave, and Guilford County EFMLA (GEFMLA), the extended emergency FMLA, plans to be effective January 1, 2021 through March 31, 2021.

VOTE: Motion carried 9 - 0

AYES: Melvin "Skip" Alston, J. Carlvena Foster, James Upchurch, Mary Beth Murphy, Carly Cooke, Kay Cashion, Carolyn Q. Coleman, Justin Conrad, Alan Perdue

NOES: None

VII. HEALTH AND HUMAN SERVICES UPDATE

Dr. Vann, DHHS-Public Health Division Director, reviewed the County's current COVID-19 cases. She noted the County's monthly cases, and sadly that December had over 7,500 positive cases and we project over 10,000 positive cases in January.

Chairman Alston questioned the spike in December and questioned if it was as result of Thanksgiving.

Dr. Vann stated that the Holiday season does play a factor as well as an overall trend in community spread that we are seeing.

Chairman Alston questioned if we anticipate the trend to go down in February or even March.

Dr. Vann stated that our summer goal was to test roughly 9K per week. In October we have reached 15-20K persons being tested per week.

Dr. Vann provided an update on the vaccination plan. She noted that the Guilford County Health Department administered over 7,181 doses as of yesterday and have administered over 2,000 today and counting as we are currently running a late-night clinic.

Vice Chairman Foster commended staff in regard to the process, for receiving the vaccine. She shared that they had a 9:00AM appointment and was in the chair at 9:08AM. She shared that overall it was a great experience.

Don Campbell, Emergency Management Division Director, shared an update on the Vaccine Process. He noted that staff continue to make adjustments to make the process user friendly. NCDHHS is looking at Guilford County's process as best practice.

Commissioner Kay Cashion thanked staff on all of their work and all the employees for all of their efforts.

Campbell noted the County's additional text opt-in option that citizens can sign up for to receive notifications.

Vice Chairman Foster questioned if we are working with Wake Forest Baptist.

Staff shared that they are working on collaboration efforts.

Commissioner Upchurch noted at the current allocation rate, we will be giving vaccines into 2022 and questioned if the county would receive an increase in allocations.

Dr. Vann shared that the State has assured us that our allocations will continue to increase as we vaccinate residents and manufacturers have time to ramp up production.

Chairman Alston questioned the differences between the vaccination brands and questioned the controls in place to ensure those getting a second dose get the same brand.

Dr. Vann reviewed the vaccination system established by the state that everyone is using to confirm the brand of dosage and documentation of vaccination. She noted that this is the same vaccination database that is used to track all vaccines delivered.

Chairman Alston questioned the limited number of existing vaccination sites.

Campbell confirmed that we are limited both by dosage allocations and space and noted the need for long-term partners for distribution points to allow for the return for second doses. Campbell reviewed the specifications for vaccination sites.

Chairman Alston shared that he is very proud of the County team and all that they have done.

Sharon Barlow, DSS Deputy Director, reviewed the role of social services in managing the call centers and over 100 staff serving the vaccination clinics.

Barlow provided an update on the Child Daycare/Extended learning programs. She shared that they are beginning to see movement with children as school attendance and calendars are changing.

Barlow shared that we are beginning to finalize the Rental Assistance and Mortgage Assistance programs and are waiting to get confirmation from the Federal Funding and hope to have more information by January 27. The goal for the launch of that program is February 1st. Barlow provided an update on the Feed the Community program led by Commissioner Coleman. Boxes include non-perishable items, produce and meat. She noted that we have the first four sites are confirmed taking the County through the end of March.

Vice Chairman Foster asked about the possibility of the Extended Learning Program adding 5th and 6th graders given that their re-entry has been delayed.

Commissioner Coleman thanked the staff of the Social Services Department and feel that we are ready to move forward with publicity.

Commissioner Cooke asked how the County will be coordinating rental assistance funds with the City of Greensboro.

Chairman Alston questioned an update on COVID-19 Enforcement Communications.

Clerk to Board Robin Keller gave an update on COVID-19 Enforcement Communications and plans to update the public. She shared county staff are relaunching our website to make it easier to find our COVID enforcement policy in order to list any concerns in the community and noted staff are also focusing on an educational approach with the Public Health Department.

Chairman Alston questioned the County's policy regarding mask compliance.

County Attorney Mark Payne noted that we do have a County employee mask requirement which subjects them to discipline, should staff not comply.

Chairman Alston spoke to a recent enforcement complaint with a local business.

Payne confirmed the County is still completing the investigation, but has the event was in violation of the County's Board of Health rule will be following up with appropriate enforcement action.

VIII. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.

A. 2021-112 APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

Approve the following appointments to various Boards & Commissions:

Guilford County Juvenile Crime Prevention Council

Appoint Fabby T. Williams to 1st term as Guilford County Schools Designee (January 21, 2021 - January 20, 2023)

Appoint County Manager Michael Halford to 1st term as Guilford County Manager Designee (January 21, 2021 - January 20, 2023)

Guilford County Health & Human Services Advisory Board

Appoint Dr. Veita J. Bland to 1st term in Physician position (January 21, 2021 - January 20, 2023)

[Legislation Text](#)

[FWilliams_App_121020.pdf](#)

[FWilliams_Resume_121020.pdf](#)

[VBland_App_12.08.20.pdf](#)

[VBland_Resume_12.08.20.pdf](#)

Motion was made by Vice Chairman J. Carlvena Foster, and seconded by Commissioner Kay Cashion, to approve the following appointments to various Boards & Commissions:

Guilford County Juvenile Crime Prevention Council

Appoint Fabby T. Williams to 1st term as Guilford County Schools Designee (January 21, 2021 - January 20, 2023)

Appoint County Manager Michael Halford to 1st term as Guilford County Manager Designee (January 21, 2021 - January 20, 2023)

Guilford County Health & Human Services Advisory Board

Appoint Dr. Veita J. Bland to 1st term in Physician position (January 21, 2021 - January 20, 2023)

VOTE: Motion carried 9 - 0

AYES: Melvin "Skip" Alston, J. Carlvena Foster, James Upchurch, Mary Beth Murphy, Carly Cooke, Kay Cashion, Carolyn Q. Coleman, Justin Conrad, Alan Perdue

NOES: None

IX. COMMENTS FROM COUNTY MANAGER

County Manager Halford announced the promotion of Mr. Derrick Bennett from Deputy Finance Director to Finance Director.

Halford remarked on the efforts of County staff in the midst of the extraordinary efforts to address COVID-19, including our high tax collection rate, 78,000 EMS calls were answered, 400 reports per month for social worker calls, 14,000 facility work orders completed, inspections, 146,000 Medicaid and Food and Nutrition Services applications and the list goes on and on. Halford noted that the County staff are keeping a lot of things going on in Guilford County. Halford shared with the Board the ability to move into Phase 2 of the pay equity study. He reviewed the departments with the highest impact and noted that the second phase will hit a wide range of positions and over 1,700 employees. Halford stated that the Board has already approved the pay plan but asking the Board's consent to move forward.

Commissioner Alan Perdue shared he has been a proponent for fixing the pay plan since joining the Board and noted that when you assess the staff and all they are doing we are not competitive. He spoke to the importance of staff in service organizations like local government and expressed his support for taking steps to correct the plan.

Commissioner Cashion echoed her support for the plan.

Commissioner Conrad also shared his support.

Commissioner Perdue asked that we also look at some of our essential part time positions as well. He noted that we have a lot of staff who are part-time to help fill the gaps and encouraged staff to look at options for those public safety positions.

Motion was made by Commissioner Alan Perdue, and seconded by Commissioner Justin Conrad, to approve implementation of Phase 2 of the pay equity study, as presented by the County Manager.

VOTE: Motion carried 9 - 0

AYES: Melvin "Skip" Alston, J. Carlvena Foster, James Upchurch, Mary Beth Murphy, Carly Cooke, Kay Cashion, Carolyn Q. Coleman, Justin Conrad, Alan Perdue

NOES: None

X. COMMENTS FROM COMMISSIONERS

Commissioner Mary Beth Murphy thanked County staff and expressed her gratitude for the Board's interest in taking care of and prioritizing employees, moving forward.

Commissioner Cooke congratulated Piedmont Triad Principal of the Year Erik Naglee, of Page High School, on his award. She thanked the Guilford delegation for their advocacy on behalf of the County over the past week and spoke to the historical importance of the country electing its first female Vice President.

Commissioner Cashion provided an update on the NCACC's legislative goals. She thanked Preservation Greensboro and shared that Guilford County is 250 years old this year. She also thanked our local teachers and all of their work during the COVID-19 pandemic.

Vice Chairman Foster thanked the County Manager for the additional communication efforts and echoed the historic significance of electing the first woman and first woman of color to serve as our Nation's Vice-President.

Chairman Alston commended the Biden administration as a result of yesterday's inauguration. He also recognized the leadership of women.

XI. HOLD CLOSED SESSION PURSUANT TO N.C.G.S. §143-318.11 FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY.

There was no closed session held.

XII. ADJOURN

There being no further business, the meeting was adjourned by unanimous consent at 7:41PM.

Melvin “Skip” Alston
Chairman

Robin B. Keller
Clerk to Board