

COUNTY BOARD OF COMMISSIONERS

Monday, October 17, 2022

5:30 P.M. - Closed Session

6:30 P.M. – Regular Session

The Honorable Columbus County Commissioners met on Monday, October 17th, 2022 at 127 West Webster Street, Whiteville, North Carolina 28472, for the purpose of conducting a Regular Session Meeting.

COMMISSIONERS PRESENT:

Ricky Bullard, **Chairman**
 Jerome McMillian, **Vice Chairman**
 Chris Smith
 Giles E. Byrd
 Lavern Coleman
 Brent Watts
 Charles T. McDowell

APPOINTEES PRESENT:

Eddie Madden, Jr., **County Manager**
 Boyd Worley, **Board Attorney**
 Amanda B. Prince, **Staff Attorney**
 Melanie Hester, **Interim Finance Director**
 LaToya Williams, **Clerk to Board**

Agenda Item #1: MEETING CALLED to ORDER:

At 5:30 P.M., Chairman Ricky Bullard called the Monday, October 17, 2022 Columbus County Board of Commissioners Regular Session Meeting to order.

RECESS REGULAR SESSION and enter into CLOSED SESSION IN ACCORDANCE with N.C.G.S. § 143-318.11(A)(3) ATTORNEY-CLIENT PRIVILEGE and (6) PERSONNEL

At 5:31 P.M., Commissioner Smith made a motion to recess Regular Session and enter into Closed Session in accordance with N.C.G.S. § 143-318.11(A)(3) Attorney-Client Privilege and (6) Personnel, seconded by Commissioner Coleman. The motion unanimously passed.

Agenda Item #2: CLOSED SESSION IN ACCORDANCE WITH N.C.G.S. § 143.318.11(A)(3) ATTORNEY-CLIENT PRIVILEGE and (6) PERSONNEL:

No official action was taken.

ADJOURN CLOSED SESSION:

At 6:30 P.M., Commissioner Smith made a motion to recess Closed Session, seconded by Commissioner McDowell. The motion unanimously passed.

READING and APPROVAL of CLOSED SESSION GENERAL ACCOUNT:

Chairman Bullard requested Amanda Prince, Staff Attorney, to orally read the Closed Session General Account. Attorney Prince orally stated the following: “The County Commissioners discussed possible future litigation with Patrick Flanagan, and personnel matters with the County Manager. Board Attorney Boyd Worley was excused, at his request, from Closed Session. No action was taken by the Board.

MOTION:

Commissioner Byrd made a motion to approve the general account, seconded by Commissioner Smith. The motion unanimously passed.

RECESS CLOSED SESSION and resume REGULAR SESSION

Agenda Items #3 and #4: INVOCATION and PLEDGE of ALLEGIANCE:

The invocation was delivered by Commissioner Brent Watts. Everyone in attendance stood and pledged Allegiance to the Flag of the United States of America which was led by Commissioner Charles McDowell.

Agenda Item #5: APPROVAL OF OCTOBER 17, 2022 AGENDA:

MOTION:

Commissioner Watts made a motion to approve the Agenda, seconded by Commissioner Coleman. The motion unanimously passed.

Agenda Item #6: PUBLIC INPUT:

Chairman Bullard opened the floor for Public Comment. The following individuals spoke.

Lynn Worrell, 719 Whitehall Road, Whiteville NC, stated the following:

-I'm sure you've all been abreast of the next steps that our attorney has informed you of regarding the decision to cancel a county contract with Lake Waccamaw Fire & Rescue Auxiliary, 2 years and six months before the said contract was due to end, for absolutely no reason.

-We are fast approaching that final day at the end of our contract and our organization for responding to 911 emergencies in our assigned district.

-I am here to let you know that according to our bylaws we are to inform you that Lake Waccamaw Fire & Rescue Auxiliary will not be disbanding at the end of our 90 days.

-Our organization, in matter of fact, and our entity certifications, expertise and our dive team will all be utilized in surrounding areas.

-We have been contacted by multiple agencies to continue providing our services and we are exploring all of those at this time.

-Our situation was heard in multiple places and they have all reached out to us.

-According to our bylaws we are able to continue to do those things.

-We would like to thank Commissioner Byrd for all of his help and his support and all of the things that we did for this county for the last 20 years, but we wanted to let you know that we will not be disbanding at the end of our 90 days.

Marcus S. Norfleet, 401 S. Martin Luther King Ave, Whiteville NC, stated the following:

-Recently we were all shocked and appalled to hear our high sheriff not only give disparaging remarks in reference to black people in this community, but we were able to see the high sheriff made good on his promise: fire and demote, as he called them, black bastards.

-The systemic racism is poison and has too long tainted the soul of America and this county.

-I believe in the good of each of you men.

-I'm asking you to submit a vote of non-confidence in our Sheriff.

-Thank you.

Agenda Item #7: EMPLOYEE SPOTLIGHT – MARSHA FUNDERBURK:

County Manager Eddie Madden spotlighted Columbus County Building Inspections Office Permits Specialist, Ms. Marsha Funderburk.

County Manager Eddie Madden stated the following:

-It is my pleasure to present Marsha Funderburk as tonight's Employee Spotlight recipient.

-Marsha has worked with Columbus County, in its Inspections Department since 2018.

-She was recommended for this recognition this evening by her supervisor, Mr. Kyle Duncan, who is also here.

-According to Mr. Duncan, Marsha has performed her job in this department above and beyond the duties of her position.

-She has stuck through some tough times due to previous internal issues, but has never let it affect her job performance.

-She is willing to go the extra mile to help customers with questions and concerns during the permitting process.

-Marsha is an asset to the county and to the Building Inspections Office.

-For these and many other reasons we are honored to recognize Marsha Funderburk as tonight's employee spotlight recipient.

-We appreciate your dedication and hard work Marsha.

Agenda Item #8: PROCLAMATION – INDIGENOUS PEOPLES DAY:

Ashley Lomboy with the Lower Cape Fear YWCA requested Board adoption.

PROCLAMATION CELEBRATING INDIGENOUS PEOPLES' DAY

WHEREAS, Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the International Conference on Discrimination Against Indigenous Populations in the Americas; **and**

WHEREAS, a growing number of American counties have recognized the second Monday of October as an opportunity to celebrate indigenous resiliency; **and**

WHEREAS, the state of North Carolina recognizes the fact that Columbus County is built upon lands first inhabited by the Indigenous Peoples of this region; **and**

WHEREAS, Columbus County is home to the Waccamaw Siouan Tribe of North Carolina, one of the eight tribes recognized by the state of North Carolina; **and**

WHEREAS, the Waccamaw Siouan Tribe of North Carolina communities of Buckhead and St. James reside within Columbus County; **and**

WHEREAS, the ancestral home of the Waccamaw Siouan Tribe is located on the banks of Lake Waccamaw, where they resided for thousands of years; **and**

WHEREAS, Columbus County values the many contributions made to our community through Indigenous Peoples' knowledge, stewardship of these lands, labor, technology, science, philosophy, and arts and the deep cultural contribution that has substantially shaped the character of Columbus County.

NOW, THEREFORE, BE IT RESOLVED, we, the Columbus County Board of Commissioners, do hereby proclaim the second Monday of October to celebrate Indigenous Peoples' Day and strongly encourage public institutions, businesses, and organizations to celebrate Indigenous Peoples' Day; reaffirming the County's commitment to demonstrating appreciation of North Carolina's first peoples.

Adopted this the 17th day of October, 2022.

Columbus County Board of Commissioners

/s/ **RICKY BULLARD, Chairman**

/s/ **CHRIS SMITH**

/s/ **LAVERN COLEMAN**

/s/ **CHARLES T. MCDOWELL**

/s/ **BOYD WORLEY, Board Attorney**

/s/ **LATOYA WILLIAMS, Clerk to Board**

/s/ **JEROME MCMILLIAN, Vice Chairman**

/s/ **GILES E. BYRD**

/s/ **BRENT WATTS**

/s/ **EDWIN H. MADDEN, Jr., Manager**

/s/ **AMANDA B. PRINCE, Staff Attorney**

MOTION:

Commissioner Byrd made a motion to approve the proclamation, seconded by Commissioner McDowell. The motion unanimously passed.

Agenda Item #9: PROCLAMATION – APPROVAL OF DOMESTIC VIOLENCE AWARENESS PROCLAMATION and to DECLARE OCTOBER DOMESTIC VIOLENCE AWARENESS MONTH:

Vickie Pait, Executive Director with Families First, Inc., requested Board approval.

DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, family and domestic violence is a common problem in the United States, affecting an estimated 10 million people every year, as many as 1 in 4 women and 1 in 9 men are victims of domestic violence; **and**

WHEREAS, domestic and family violence includes economic, physical, sexual, emotional, and psychological abuse of children, adults, and elders; **and**

WHEREAS, when a family member is abused, it can have long-term damaging effects on the victim that also leaves a mark on family, friends, and the community at large; **and**

WHEREAS, approximately 45 million children will be exposed to domestic violence during childhood; **and**

WHEREAS, the “cycle of abuse” is often continued from exposed children into their adult relationships and finally to the care of the elderly; **and**

WHEREAS, the problem of domestic violence is not confined to any group or groups of people, but crosses all economic, racial, gender, educational, religious, and societal barriers, and is sustained by societal indifference; **and**

WHEREAS, annually, domestic violence is responsible for over 1500 deaths in the United States; **and**

WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity due to the systematic use of physical, emotional, sexual, psychological, and economic control and/or abuse; **and**

WHEREAS, survivors should have help to find the compassion, comfort, and healing they need, and domestic abusers should be punished to the full extent of the law; **and**

WHEREAS, survivors of violence should have access to medical and legal services, counseling, transitional housing, and other supportive services so that they can escape the cycle of abuse; **and**

WHEREAS, we encourage domestic violence survivors and their families to seek assistance from appropriate victims' services organizations and the Families First, Inc. crisis hotline (910-641-0444), it is important to recognize the compassion and dedication of the individuals who provide services to victims of domestic violence and work to increase public understanding of this significant problem; **and**

WHEREAS, local programs, state coalitions, national organizations, and other agencies nationwide are committed to increasing public awareness of domestic violence and its prevalence, and to eliminating it through prevention and education; **and**

WHEREAS, everyone has the right to a safe and healthy relationship and to be free from abuse.

NOW, THEREFORE, BE IT RESOLVED, we the Columbus County Board of Commissioners do hereby proclaim October 2022, Domestic Violence Awareness Month throughout the county of Columbus and urge our community to work toward ending domestic violence by empowering people to develop healthier relationships, assisting victims in accessing the information and supportive services they need, creating better and more resources for people in need, instituting effective intervention and prevention policies and engaging in discussions with family members and peers to promote awareness and prevention of the quiet epidemic of domestic violence.

Adopted this the 17th day of October, 2022.

MOTION:

Commissioner McDowell made a motion to approve, seconded by Commissioner Coleman. The motion unanimously passed.

Agenda Item #10: COOPERATIVE EXTENSION – INTRODUCTION of COLUMBUS COUNTY COOPERATIVE EXTENSION DIRECTOR, MR. HOWARD WALLACE:

Dr. Dalton Dockery, Southeast District Extension Director, introduced Mr. Howard Wallace.

Agenda Item #11: ADMINISTRATION – APPROVAL of GRANT AGREEMENT with ACT ASSOCIATES, LLC:

County Manager Eddie Madden requested Board approval.



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Columbus County Scope of work to apply for a NC Department of Commerce Rural Transformation Grant to Planning Grant to develop a strategic plan for mental health and substance abuse crisis occurring in the County

October 11, 2022

Situation and Value of this work:

The development of plans for the public sector to address disproportionate private negative economic impacts from the pandemic in a downtown qualified census tract, by furthering the development of historic preservation initiatives, public improvements, technology, and/or infrastructure in a qualified census tract. Such plans, which may be prepared by private consultants, are intended to help a community leverage other funding opportunities and resources.

The Columbus County Board of Commissioners took the lead in 2022 and initiated a grant to Kate B Reynolds Foundation to study the Opioid and other Drug and Alcohol crisis occurring within the County. Concurrent with the grant award to the County of a 3-year KBR grant for an i-depth SUD Needs Assessment, the Opioid Epidemic as well as the Covid Epidem ic was raging throughout the County taking a serious toll on the population. At the heart of the multiple crisis was the Columbus County Hospital who had a deluge of Involuntary Commitment individuals sent for evaluation. The backlog at the hospital Emergency Department has not abated since the covid epidemic. The SUD Assessment identified the challenge the County has dealing with the number of SUD related crisis without any reasonable way to resolve the issue. The grant application will request funds to conduct an evaluation of the MH and SUD crisis situation, identify reasonable solutions and additional resources and potential services and grant funds to resolve the issues.

The proposal is for ACT Associates, LLC to provide the following services:

- a. *By November 1, 2022 identify and develop the grant applications including any required documentation i.e. letters of support etc. for NC Department of Commerce Requests for Proposals to fund the Columbus County planning initiative to identify a strategic plan to address the MH/SUD crisis services within Columbus County.*
 - a. *Submit grant applications to the funding agencies on behalf of the County to insure the proposal meets all of the funding criteria as required by the funding organization.*

Assumptions for the work:

1. ACT Associates, LLC would anticipate performing any required project management, technical assistance and/or evaluation for the funded project(s) and would expect that those expenses will be funded by the award of the grant.

Costs: Not to exceed \$10,000.

Terms: Fee to be billed upon the submission of the completed grant application.

Staff Involved:

Cynthia M. Wiford, MRC- Syd has more than 30 years' experience in public addiction and mental health systems and policy development, 20 of which were spent building and maintaining a private non-profit continuum of care for adult addiction that admitted an average of 3200 clients annually. Most recently, Syd was the Principle Investigator for the Behavioral Healthcare Resource Program where she and her staff provided expert consultation, technical assistance and training services throughout North Carolina for the NC Division of Mental Health, Development Disabilities and Substance Abuse Services. As a consultant, Syd has conducted Needs Assessments and Gap Analysis for state and local systems and was recognized by the Substance Abuse Mental Health Services Administration for her recent work with community needs assessments. In 2012, Syd was nominated to serve on a Committee sponsored by the Council on Social Work Education and SAMHSA/HRSA Center for Integrated Healthcare Solutions to contribute to standardized curricula for graduate Schools of Social Work on Integrated Behavioral Healthcare Policy. Syd held licenses for Clinical Supervision and Clinical Addiction Counselor in the states of Ohio and North Carolina for over 35 years.

Patricia W. Blackmon, BN, MPH - Trish has over 30 years of experience in healthcare administration. Her leadership roles in acute care hospitals, public health and physician practice development provide an excellent background for her technical assistance and training with integrated care models and qualitybased practice. Trish has experience writing, coordinating and receiving federal and state grant funding, in addition to project development and implementation. She has business, financial and quality management experience and excels at working with multidisciplinary groups of people and helping them to work collaboratively towards a common goal.

Johna Hughes Bruton, MSW -Johna holds an MSW and has more than 20 years of experience in mental health, children's mental health, systems of care, and systems/program evaluation and assessment, serving in university systems and hospitals, statewide collaboratives, and federal expert panels. Johna has provided training, technical assistance and consultation, and worked closely with mental health and substance use providers on services, best practices, and system of care issues, and has conducted needs assessments, focus groups, research projects, evaluation of programs and federal grant projects, spending assessments and gap analyses for counties, local programs, providers and local management entities/managed care organizations. She enjoys the diversity of projects and challenges presented by our clients, from showcasing a special program in a marketing/education video, to helping them determine the best way to effectively reach large audiences with digital learning tools, to redesigning a service array based on extensive research and analysis of best practices and their current system and its needs.

Wei Li Fang, Ph.D.- Li holds a Ph.D. in Educational Evaluation from the University of Virginia. Li has held various professor level evaluator positions at the School of Medicine, University of Virginia, School of Medicine, University of North Carolina at Chapel Hill and most recently has held the position of Director of Research and Development at the Governor's Institute on Substance Abuse. Most recently Li's work has centered on the mental health and substance abuse issues of returning veterans and is responsible for coordinating North Carolina's returning Veteran's initiatives. Li has been affiliated with ACT Associates, LLC for the past 5 years and has worked on various projects conducting project evaluations, qualitative and quantitative analysis, interview design and grant and proposal writing.

Attached you will find a listing of grants that our staff have written through the years as a reference for our work.

Wei Li Fang, Ph.D. Grants Funded:

Rehabilitation Research and Training Center, co-author of grant, January 1, 1983 - December 31, 1987, US Department of Education.

Assisting Students Achieve Medical Degrees, author of grant, October 1, 1984 - September 30, 1987, Bureau of Health Professions, US Department of Health and Human Services.

Model Spinal Cord Injury Center, author of grant, October 1, 1984 - September 30, 1989, US Department of Education.

Summer Enrichment Program for Minority Students, author of grant, July 1, 1984 - June 30, 1985, State Council on Higher Education in Virginia.

Minority Student Research Assistantship, author, 1985, US Department of Health and Human Services.

Transfusion Medicine Academic Award, co-author, August 1, 1985 - July 31, 1990, National Heart, Blood, and Lung Institute.

Chinese Americans: Entering the Mainstream, Dr. Fang, P.I., July 1, 1987 - June 30, 1988, Research and Projects Individual Grant, American Association of University Women Educational Foundation.

- Develop, Implement, and Evaluate a Model Program and Curriculum in Substance Abuse Education for Medical Students, Residents, and Physicians, author of grant, September 30, 1988 - November 29, 1990, National Institute on Alcoholism and Alcohol Abuse and National Institute on Drug Abuse.
- Program to Educate and Support Clergy for a Positive Response to AIDS, author of grant, September 1, 1989 - August 31, 1990, Virginia Department of Health.
- Predoctoral Training in Family Medicine, co-author of grant, July 1, 1990 - June 30, 1993, Bureau of Health Professions, US Department of Health and Human Services.
- Western Regional AIDS Resource and Consultation Center, author of grant, July 1, 1990 - June 30, 1992, Virginia Department of Health.
- Model Demonstration Grants to Institutions of Higher Education, co-author of grant, October 1, 1990 - April 30, 1992, US Department of Education.
- Clinical Training Grant for Faculty Development in Alcohol and Other Drug Abuse, author and co-P.I. of grant, October 1, 1990 - September 30, 1995, National Institute on Alcohol Abuse and Alcoholism, National Institute on Drug Abuse, and the Office for Substance Abuse Prevention.
- Residency Training in General Internal Medicine, co-author of grant, July 1, 1991 - June 30, 1994, Bureau of Health Professions, US Department of Health and Human Services.
- Project APPLE (Athlete Prevention Programming and Leadership Education), co-author of grant, January 1, 1991 - December 31, 1992, National Collegiate Athletic Association.
- AIDS Care Consortia, co-author of grant, August 1, 1991 - July 31, 1992, Virginia Department of Health.
- Project Starfish, author of grant, August 1, 1991 - July 31, 1993, US Department of Education.
- Community Partnership Demonstration Grant, co-author of grant, October 1, 1991 - December 31, 1994, sub-contract from City of Lynchburg, US Office of Substance Abuse Prevention.
- The Integration of Alcohol and Other Drug Abuse Education into the Curriculum of Four Medical Schools in North Carolina, co-author of grant, September 1, 1992 - June 30, 1996, The Kate B. Reynolds Health Care Trust.
- Center for the Advancement of Generalist Medical Education, Joint Project of the University of Virginia School of Medicine, Medical College of Virginia, and Eastern Virginia Medical School, co-author of grant, November 1, 1992 - April 30, 1994, The Robert Wood Johnson Foundation.
- Post-baccalaureate Program, co-author and co-P.I. of grant, September 1, 1993 - August 31, 1996, Bureau of Health Professions, US Department of Health and Human Services.
- Summer High School Academic Reach-Up Program (SHARP), co-author and co-P.I. of grant, July 1, 1994 - June 30, 1995, State Council for Higher Education in Virginia.
- State-based Program to Reduce the Burden of Diabetes, co-author of grant, J. July 1, 1994 - June 30, 1999, Centers for Disease Control and Prevention.
- Plan for Developing Diabetes Care Management in Ghana, co-author of grant, May 1, 1995 - April 30, 1997, Eli Lilly and Company
- Assisting Students Achieve Medical Degrees, author of grant, October 1, 1995 - September 30, 1998, Bureau of Health Professions, US Department of Health and Human Services.
- Evaluation of TAP 21: Is It Making a Difference?, Dr. Wei Li Fang, P.I., October 1, 1998 - September 30, 2000, Virginia Commonwealth University sub-contract, Center for Substance Abuse Treatment.
- Evaluation of the Mid-Atlantic Addiction Technology Transfer Center, Dr. Wei Li Fang, P.I., February 1, 1999 - September 30, 2001, Virginia Commonwealth University sub-contract, Center for Substance Abuse Treatment.
- Medical Academic Advancement Program, author of the grant, November 1, 1998 - October 31, 2003, The Robert Wood Johnson Foundation.
- Country-wide Dissemination of Diabetes Patient Education Resources in Ghana, co-author of the grant, September 1, 1999 - August 31, 2001, Education and Research Foundation of the American Association of Diabetes Educators.
- Project TECH (Transforming Education for Children in their Homes), author of the grant, October 1, 1999 - September 30, 2002, US Department of Commerce.
- Enforcing North Carolina's Underage Drinking Laws Program, co-author of grant with Susan Crocker and Barbara Alvarez Martin, Office of Juvenile Justice and Delinquency Prevention, October 1, 2000 - May 31, 2002.
- SAFE BABIES: The Determinants of Postpartum Smoke-free States and Relapse, Project Director and coauthor of grant with Dr. Adam Goldstein, Robert Wood Johnson Foundation, October 1, 2000 - September 30, 2002.
- North Carolina Practice Improvement Collaborative. Primary author of grant and principal investigator, Center for Substance Abuse Treatment, October 1, 2001 - September 30, 2004.
- Project Baby First. Primary author of grant. Center for Substance Abuse Prevention, October 1, 2001 - September 30, 2004.

North Carolina Science and Service Consortium. Primary author of grant, SAMHSA and NIMH, October 1, 2003 – September 30, 2004.

Strengthening Treatment Access and Retention. Co-author of grant. CSAT, October 1, 2003 – September 30, 2006.

Mental Health Systems Transformation Project, Project Director. CMS, October 1, 2004 – September 30, 2007.

Project APT (Adopting Prevention and Treatment Science-based Programs). Primary author of grant and Project Director, NIDA, September 2005 – September 2007.

Homeless Veterans Provider Technical Assistance Center, Author of grant and Project Director, US Department of Veterans Affairs, October 2007-September 2011.

Robeson County Bridges for Families Program, co-author and evaluator, Administration for Children and Families, October 1, 2007 – September 30, 2012 and two-year extension, October 1, 2012 – September 30, 2014.

Transformation Transfer Initiative, Project Director, National Association of State Mental Health Program Directors, July 2008 – June 2009.

Facilitating Best Practice Adoption for Wake County Youth. Co-author of grant and later director. John Rex Endowment, January 2011 – August 2012.

Harnett County Veterans Treatment Court, Primary author and evaluator, SAMHSA and Bureau of Justice Administration, October 2016 – September 2019.

Patricia Blackmon BSN, MPH Grants Funded Over \$100,000

Ryan White HIV/AIDS Program - \$580,000
2001, Part C Early Intervention Service

Health Resources & Services Administration (HRSA) - \$400,000
2002, Community Health Center Grant

Robert Wood Johnson Foundation - \$246,000
2004, Innovations in Accreditation

North Carolina Health & Wellness Trust Fund - \$330,000
2005, Health Disparities Initiative

Kate B. Reynolds Charitable Foundation - \$243,000
2007, Peer-Based Health Education

Health Resources & Services Administration (HRSA) - \$675,500
2009, Community Health Center Grant

Kate B. Reynolds Charitable Foundation - \$492,000
2012, Integrated Care

Department of Justice/Office of Justice Programs/Bureau of Justice Assistance - \$363,575
2017, Justice and Mental Health Collaboration Program

Department of Justice/Office of Justice Programs/Bureau of Justice Assistance – \$741,512 2018,
Justice and Mental Health Collaboration Program

North Carolina Department of Public Instruction - \$210,438
2018, School Safety Grant

CYNTHIA M. WIFORD ext here

Cynthia Wiford
ACT Associates Principal Consultant



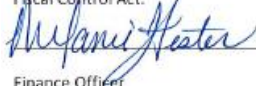
Ricky Bullard
Chairman, Columbus County Commissioners

Attested by:



LaToya Williams
Clerk to the Board

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.



Finance Officer

10/18/2022
Date

Approved as to form:  10/18/2022
Date

MOTION:

Commissioner Byrd made a motion to approve the grant agreement, seconded by Commissioner Smith. The motion unanimously passed.

Agenda Item #12: DSS – MONTHLY ADMINISTRATIVE UPDATE:

Algernon McKenzie, Director, provided an update.

**Monthly Administrative Update
For September 2022
October 17, 2022 Meeting**

On September 8, 2022, I participated in the Directors' Executive Board Meeting. During the meeting we were informed that NC Health Choice and Medicaid will be merged into one program around March or April 2023. DHHS is also working on the straight through processing of Medicaid redeterminations. This will reduce the workload on local Medicaid staff when the public health emergency ends, requiring eligibility to be determined for Medicaid benefits. North Carolina will have 14 months to complete over 2.7 million recertifications for Medicaid, which would be very difficult for staff at the local DSS agencies across the state.

We were also informed that DHHS is working on a Continuous Quality Improvement Process for Child Welfare. This Continuous Quality Improvement (CQI) is a process designed for DHHS to work with counties to make Child Welfare better and improve outcomes for children and families. They will be working to secure staff to assist counties in this process as DHHS has a 24% vacancy rate and is short staffed like many DSS agencies across the state.

On September 19, 2022, we had an onsite visit with our Regional Child Welfare Consultant, Daphine Little. During her visit she reviewed our data reports and encouraged us to continue reviewing our improvement plan. She reviewed required staff trainings, which is required and should be completed by October 30, 2022. She also informed us that regionalization of Child Welfare Consultants will take place by January 2023. This means consultants in child welfare will be specialized and conduct quarterly reviews to assist counties with meeting policy requirements. Lastly, she informed us that we will have a new consultant, which is Julia Cooper as she has accepted a position as director in Bertie County.

On September 28, 2022, the Social Work Program Manager and I participated on the 100 county call with DHHS. During the call we were informed by Karey Perez in Adult Services that there will be an increase in the payment amount to facilities that have residents that receive Special Assistance. Currently the payment is \$125.00. This payment is expected to increase by 8.7% to 9.6%, amounting to a possible \$60.00 to \$65.00 for each eligible resident. This increased rate will start January 2023, which is concerning to directors as this increase was not budgeted in our current budgets. We were told that an increase could take place each January going forward. There is no county match to these Federal Funds. North Carolina received 48 million dollars in American Rescue Plan Act, which are non-recurring.

Lastly, we were told that the state is working on a Child Welfare Workforce Recruitment Campaign to help address the Child Welfare Workforce Crisis across the state. A tool kit has been developed to assist recruitment of staff in Child Welfare Information will be sent to counties in October 2022.

On September 30, 2022, agency staff participated in Emergency Operations Center and the Disaster Shelter at Edgewood due to Hurricane Ian. Thankfully, this was a short lived event with only three people in the shelter. During the month of September, I attended and participated in six zoom and in-person meetings.

September 2022
Human Services

Adult Services (APS)

APS Reports Accepted: 9
County Wards: 25
Number of Payee Cases: 12
Adults Served APS: 0
Number of Medicaid Transportation Trips: 1,561
Amount Requested for Reimbursement: \$33,067.27

Children's Protective Services (CPS)

Reports Accepted: 23
Reports Screened out: 21
Families Receiving In-Home Services: 45
Children Served: 95
Contacts with Families Monthly: 399
Assessments: 11

Foster Care

Foster Children in Foster Homes: 130
 Children Placed Outside County: 23
 Agency Adoptions: 0
 Pending Adoptions: 6
 Total Foster Homes Licensed: 6
 Total Children in Foster Care: 136

Work First Employment (TANF)

Applications Taken: 9
 Applications Approved: 8
 Individuals Receiving Benefits: 200
 Entered Employments: 0
 Number in Non-Paid Work Experience: 0

September 2022
Human Services (continued)

Program Integrity

Collections for Fraud: 345.00
 New Referrals: 3
 Cases Established: 0

Day Care

Children Receiving Day Care Assistance: 515
 Children on the Waiting List: 0
 Amount Spent on Day Care Services: \$265,211.00

September 2022
Economic Services

Food & Nutrition

Applications Taken: 244
 Applications Approved: 247
 Active Cases: 6,574
 Benefits Issued: \$3,124,580.00
 Participants Served: 12,913

Adult Medicaid

Applications Taken: 78
 Cases Terminated: 31
 Redeterminations: 270
 Applications Processed: 141

Family & Children's Medicaid

Applications Taken: 102
 Applications Processed: 298
 Redeterminations: 742
 Total Medicaid Cases: 15,057
 Total Individuals Receiving: 23,133

Child Support

Absent Parents Located: 78
 Orders Enforced: 688
 Active Cases: 3,889
 Collections: \$412,994.00

Respectfully submitted,
 Algernon McKenzie

HUMAN SERVICES BOARD REPORT
Dwella M. Hall, Program Manager
Vacancies/Updates/News for September, 2022

Intake/Investigation/Assessment:

The Intake/Investigation/Assessment Unit is fully staffed at this time; however, one SW remains on FMLA since July. This Unit continues to receive an abundance of referrals involving substance abuse, domestic violence, and mental health issues, among other things. SW Supervisors have completed the required series of 5 training course each month from May-Sept. “Engaging Practice Standards, how supervisors can support their workers”. We will have a new assigned Regional Child Welfare Consultant (RCWC) who plans to meet with the staff in October and she will continue to make monthly contacts to review agency data, policy updates, and casework.

In-Home Services:

The In-Home Services Unit continues to be short staffed with 1-vacancy. The position was reposted; one applicant applied, interviews to be scheduled. The total caseloads with contacts of children served continue to increase indicating more intensive involvement with SW’s and their current caseloads. SW Supervisors have completed the required series of 5 training course each month from May-Sept. “Engaging Practice Standards, how supervisors can support their workers”. We will have a new assigned Regional Child Welfare Consultant (RCWC) who plans to meet with the staff in October and she will continue to make monthly contacts to review agency data, policy updates, and casework.

Foster Care/Permanency Planning:

The Foster Care Unit recently filled one of the two vacancies. 1 applicant applied for the last position. Interviews will be conducted within the next couple of weeks. There are currently 135 children in care. We continue to work towards reunifying children back with families and giving them permanency SW Supervisors have completed the required series of 5 training course each month from May-Sept. “Engaging Practice Standards, how supervisors can support their workers”. We will have a new assigned Regional Child Welfare Consultant (RCWC) who plans to meet with the staff in October and she will continue to make monthly contacts to review agency data, policy updates, and casework.

Transitional Unit:

The Transitional unit has 1 vacancy. The position has been posted. Staff continue to work caseloads while assisting the other Child Welfare Units as needed, particularly in the areas of courtesy requests from other counties, assisting with supervising visits and transporting children in custody. In addition, the Transitional Unit continues to have an influx in home studies and home assessments from other counties and within CCDSS Child Welfare. This Unit continues to assist particularly in the area of making monthly contacts with the large amount of children in foster care. Foster Home Licensing continues to work on completing more licensures to help increase the number of foster home available for the large amount of foster children. SW Supervisors have completed the required series of 5 training course each month from May-Sept. “Engaging Practice Standards, how supervisors can support their workers”. We will have a new assigned Regional Child Welfare Consultant (RCWC) who plans to meet with the staff in October and she will continue to make monthly contacts to review agency data, policy updates, and casework.

Adult Services:

The Adult Services unit is now fully staffed. Adult Services continues to serve ages 18 and above, with protective services, persons under guardianship, and special assistance in-home case management. We also receive requests for information on available resources available to the adult population. The Adult Home Specialist also continues to work with NC Division of Health Regulation regarding the (3) licensed facilities in Columbus County to ensure compliance in all aspects of licensure.

Work First Employment:

This Unit continues to be fully staffed. Although this unit is open for in-person applications, telephone interviews continue for Work First applications, recertification’s, short-term services and benefits. Certain necessary application documentation can be mailed to individuals that wish to apply and when received back the worker can conduct telephone interviews to complete that application. Some application information is also being provided for pick-up in the foyer area of the agency. Workers are encouraged to make telephone contacts with clients at least every two weeks to offer support and resources to clients and to encourage program participation. Transitioning back to regular application and case processing is now beginning after COVID-19 waivers ended. The agency continues to have monthly meetings with the state reps by conference calls. The Regional Economic Consultant conducted a telephone consultation this month

Child Day Care:

The Child Day Care Unit continues to be fully staffed. The Supervisor and staff continue to work the over and under payment report to ensure proper payment is being made to county daycare providers. Day Care services are continuing to be provided and the state is working with county agencies and day cares to help them stay open as much as possible while providing a safe environment for children. Day Care slots within local Day Cares are limited at this time and many Day Cares are now on a waiting list. DSS staff continue to work with families to ensure their services stay in place while limiting contact to the telephone as much as possible. The agency has eliminated the waiting list and able to serve the public. Supervisor continue to ensure case transfers are received properly and sent in a timely manner.

Program Integrity:

Program Integrity continues to be fully staffed. Office visits are limited and telephone contact is encouraged, but office visits are possible. Repayment agreements are being relaxed to help clients during this time. Staff Continue to work towards cleaning up the backlog, establishing cases and repayment agreements, all while assisting with the Energy Programs.

Energy Assistance:

CIP continues with the cooling season which means helping with electricity needs. Applications continue to be available on EPASS where applicants can complete and submit applications on-line, but continue to be available in our lobby for pick up and completion. One in-house staff person is currently processing applications and Program Integrity staff are assisting as needed.

Low Income Household Water Assistance Program (LIHWAP)

LIHWAP continues for all counties. This program is a federally funded program that will provide emergency assistance to low-income households to prevent disconnection or provide assistance with the reconnection of drinking and wastewater services. It will be based on a priority list: Group 1 will consist of households that have had water services disconnected. Group 2 will consist of households that are in jeopardy of water services being disconnected unless action is taken to prevent the disconnect. Group 3 will consist of households that have current water service bills and need assistance to maintain service. We continue to work this program, assisting almost all applicants that submit applications for assistance. There are funds available however the majority of this allotment has been utilized to assist clients who meet the criteria.

Economic Services Program Narrative**Family and Children's Medicaid; Adult Medicaid; Medicaid in Nursing Homes, Special Assistance (Rest Homes), Community Alternative Program (CAP); Medicaid Transportation; Food & Nutrition, Child Support and Housekeeping**

Submitted by Cyndi Hammonds, Income Maintenance Administrator

Reporting Month: September 2022

News/Updates/Vacancies**Food and Nutrition:**

The Extended Benefits (full allotment amounts for the household size or \$95.00 if receiving the full allotment) for recipients continue thru the pandemic. All waivers continue with more applications steadily coming in. We had one supervisor to retire on this team and we have scheduled interviews for her replacement. There continues to be 2 worker vacancies and 2 in training on this team.

Adult and Family & Children's Medicaid:

The Medicaid Teams have been preparing for their review from the State with our Action Improvement Plan. We fell below our compliance rate in one category and are having cases reviewed again. We have worked with a monitor for 2 months and the State will begin to pull 5 cases per month beginning in October until we are error free for 3 consecutive months. This stems back from the misunderstanding of policy where workers did not evaluate for all programs which was a Family Planning Program and a COVID 19 Program; there were no chargebacks for eligibility where clients should not have been on. The State has decided to delay the beginning of clients moving into Tailored Health Insurance Plans from December 2022 to April 2023. Currently out of 21,265 Medicaid recipients, we have 12,492 that are already on a Mandatory Standard Plan. These teams currently have 3 vacancies which included a Leadworker position. The Leadworker position has been filled from within and will begin in October.

Medicaid for Long Term Care, Medicaid Transportation and Housekeeping:

- The Long Term Care Team works hard to complete applications quickly since these clients are awaiting placement in Nursing Homes and Rest Homes. We are seeing an increase in cases that have complicated trust and more investigations for transfer of assets. This team has to search for 5 years on each case to determine if a transfer of assets has been made. The supervisor vacancy on this team has been filled and will begin in October with 2 staff on this team continuing in their training.
- We continue to receive more and more request for help with transportation to medical appointments. This Team has very fast paced duties keeping up with all calls that must be referred to our transportation vendor within a timely manner.
- Housekeeping continues to keep our building cleaned and sanitized.

Child Support and Paralegal:

This Team prepared 122 cases for court with 163 orders prepared by the paralegal, however 1 day had to be rescheduled due to Hurricane Ian. Our State Representative tells us we are doing great working toward meeting our monthly and annual compliance goals considering the vacancies this team is still experiencing. She meets monthly with us and completed an IRS Security Audit in September. She randomly pulled 25 cases on that day checking to make sure all federal tax information was labeled and 1 case was found that was not labeled. We also did not pass our computer security. A plan has been put in place and she will be back with us in November to make sure these actions are

corrected. We continue to have 5 vacancies and 1 staff still in training. We continue to not have qualified applicants applying. Two of the qualified applicants that applied was scheduled an interview but then withdrew their applications before being interviewed.

Agenda Item #13: SOIL and WATER – PRESENTATION of COLUMBUS COUNTY AGRICULTURAL DEVELOPMENT and FARMLAND PROTECTION PLAN:

Morgan Hayes, Director, presented the plan to the Board.

A copy of this document will be marked as Exhibit H and kept on file in the Clerk to the Board’s Office.

Agenda Item #14: PLANNING DEPARTMENT – APPROVAL of ISAA:

Dr. Gary Lanier, Director, requested Board approval.

Agreement No./Title: _____

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency

INFORMATION SHARING ACCESS AGREEMENT (ISAA)

BETWEEN

THE DEPARTMENT OF HOMELAND SECURITY/FEDERAL EMERGENCY MANAGEMENT AGENCY (DHS/FEMA)

AND

COLUMBUS COUNTY, NORTH CAROLINA

1. **INTRODUCTION.** The U.S. Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) and _____ Columbus County, North Carolina (Columbus County) (hereinafter referred to as "Recipient Entity"), hereinafter collectively referred as the "Parties," voluntarily enter into this Information Sharing Access Agreement (ISAA) (alternatively "Agreement") to govern the collection, use, access, disclosure, security, and retention of the Personally Identifiable Information (PII) dataset(s) described herein.
2. **PURPOSE AND BACKGROUND.** The purpose of this Agreement is to document the safeguarding requirements for PII dataset(s) shared by FEMA with Recipient Entity to update the hazard mitigation plan, apply for grants and assist in Community Rating System (CRS) participation.
 - a. Recipient Entity is a(n) local community that participates in the NFIP. Recipient Entity requires access to PII dataset(s) concerning repetitive loss and severe repetitive loss properties for the communities listed in Appendix A, as documented in Appendix A, to update the hazard mitigation plan, apply for grants, assist in CRS participation and promote flood insurance purchases.

¹E.g. "NFIP Pivot is used to account for flood insurance policies and claims under the National Flood Insurance Program."

Agreement No./Title: _____

3. **AUTHORITIES.** *[Must be verified by program legal counsel]*
 - a. Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, Pub. L. No. 93-288 (1974), (codified at 42 U.S.C. §§ 5121-5207) (Stafford Act) National Flood Insurance Act of 1968, Pub. L. No. 90-448, Title XIII (1968) (42 U.S.C. 4001 et seq.) (NFIA) _____;
 - b. Privacy Act of 1974, as amended, 5 U.S.C. § 552a (Privacy Act);
 - c. DHS/FEMA 008 -Disaster Recovery Assistance Files System of Records (DRA), 78 Fed. Reg. 25,282 (Apr. 30, 2013) (DRA SORN) DHS/FEMA 003 –NFIP Files System of Records, 79 FR 28747 (May 19, 2014) (NFIP Files SORN) _____;
 - i. Routine use N, R and T _____;
 - d. The E-Government Act of 2002, Public Law 107-347, §208; _____;

4. DEFINITIONS.²

- a. **BREACH** (synonymous with "PRIVACY INCIDENT"): The loss of control, compromise, unauthorized disclosure, unauthorized acquisition, or any similar occurrence where (1) a person other than an authorized user accesses or potentially accesses personally identifiable information or (2) an authorized user accesses personally identifiable information for an other than authorized purposed.
- b. **INCIDENT** (synonymous with IT SECURITY INCIDENT): An occurrence that (1) actually or imminently jeopardizes, without lawful authority, the integrity, confidentiality, or availability of information or an information system; or (2) constitutes a violation or imminent threat of violation of law, security policies, security procedures, or acceptable use policies.
- c. **PERSONALLY IDENTIFIABLE INFORMATION**: means information that can be used to distinguish or trace an individual's identity, either alone or when combined with other information that is linked or linkable to a specific individual.

5. RECIPIENT RESPONSIBILITIES. The Recipient Entity's responsibilities under this ISAA are as follows:

- a. Maintain appropriate administrative, technical, and physical safeguards to ensure the security and confidentiality of records and to protect against any anticipated threats or hazards to their security or integrity which could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom information is maintained;
- b. Maintain the PII dataset(s) provided by FEMA to the Recipient Entity separately or in a manner in which it is easily segregable from the entity's other information;
 - i. This does not refer to individual PII data elements which the Recipient Entity independently collects, verifies, documents, or incorporates in its records and/or systems separately from FEMA PII datasets for programs or services not addressed in this Agreement;

² See Handbook for Safeguarding Sensitive PII, Privacy Policy Directive 047-01-007, Revision 3, December 4, 2017.

Agreement No./Title: _____

- c. Submit a written request to FEMA for any information request pursuant to this ISAA;
 - d. Each time PII is requested under this ISAA, indicate the specific purpose and use of the PII and the specific routine use under which the PII is being requested;
 - e. Use the PII provided pursuant to this ISAA only for the purpose(s) identified in this ISAA and consistent with the applicable Routine Use(s);
 - f. Restrict access to PII datasets provided by FEMA under this ISAA to authorized personnel and to entities under contract by the requestor (direct contractors) performing functions consistent with the purpose of this ISAA on behalf of Recipient Entity;
 - g. Retain the original dataset for only so long as necessary for the purposes of this agreement, but in any case, no longer than 3 years _____.
 - h. Instruct all individuals with access to PII provided pursuant to this ISAA regarding the confidential nature of the information, the safeguard requirements of this Agreement, and the applicable criminal penalties and civil remedies specified in federal and state laws against unauthorized disclosure of the PII covered by this Agreement;
 - i. In a timely manner, take appropriate action with regard to any request made by FEMA for access, additions, changes, deletions, or corrections of PII and in a timely manner, notify FEMA of any data errors that it discovers;
 - j. The Recipient Entity shall ensure no Matching Program, as that term is defined in 5 U.S.C. § 552a(a)(8), will occur using the PII datasets shared under this agreement unless a separate Computer Matching Agreement is in place.
 - k. If at any time during the term of this ISAA any part of the PII dataset provided under this Agreement, ceases to be required by Recipient Entity for purpose(s) identified in this ISAA, or upon termination of the ISAA, whichever occurs first, within fourteen (14) days thereafter, promptly notify FEMA and securely return the PII to FEMA, or, at FEMA's written request destroy, un-install and/or remove all copies of such PII in the Recipient Entity's possession or control, and certify in writing to FEMA that such tasks have been completed.
- 6. FEMA RESPONSIBILITIES.** FEMA's responsibilities under this ISAA are as follows:
- a. Share with Recipient Entity only the PII dataset(s) documented in Appendix A to this ISAA;
 - b. Transmit or allow access to the information documented in Appendix A to the Recipient Entity in password protected format via encrypted email or via a FEMA-OCIO approved secure information technology (IT) portal, interface, or transfer tool;
 - c. Ensure that FEMA information provided to Recipient Entity is accurate, complete, and up-to-date as reasonably necessary;
 - d. Keep a record of the date, nature, and purpose of each disclosure of PII to Recipient Entity under this ISAA, to include the written request for information.
 - e. FEMA shall not take any adverse action or limit any of its Federal benefits as a result of this sharing of information.

Agreement No./Title: _____

7. THIRD PARTY ACCESS

- a. **Ownership of PII Dataset(s).** Notwithstanding any other provision of this Agreement, the PII dataset(s) obtained by Recipient Entity from FEMA shall remain under the control of FEMA, and Recipient Entity will not further disclose PII dataset(s) provided by FEMA to outside third parties without express consent from FEMA or the individuals to whom the PII pertains.
- i. This does not refer to individual PII data elements which the Recipient Entity independently collects, verifies, documents, or incorporates in its records and/or systems for programs or services not addressed in this Agreement.
- b. **Open Access/Freedom of Information Requests.** The Recipient Entity shall withhold PII provided by FEMA under this agreement from any open records or Freedom of Information Act (FOIA) response to the extent allowed by law. The Recipient Entity shall provide notice of any request for and/or disclosure of PII provided by FEMA under this agreement in response to open records or FOIA requests.
- c. At this time, Recipient Entity has not indicated an intent to share FEMA PII with third-party contractors. If Recipient Entity utilizes a contractor in connection with its performance of its obligations under the ISAA and Recipient Entity intends to provide such contractor with access to FEMA PII, Recipient Entity shall not share data until notice of the identity of such contractor and the extent of the role that such contractor will play in connection with the purpose of this ISAA has been provided to and approved by FEMA.
- d. All contractors granted access by FEMA to any FEMA PII must agree in writing with Recipient Entity to: (a) abide by the terms and conditions in this ISAA, including without limitation, provisions relating to compliance with the protection of FEMA PII and Notice of Privacy Incident; (b) restrict use of FEMA survivor/registrant PII only to the performance of services to Recipient Entity in connection with Recipient Entity's performance of its obligations under this ISAA, and (c) certify in writing, upon completion of the performance of services by a contractor, that the contractor has immediately un-installed, removed, and/or destroyed all copies of FEMA survivor/registrant PII within 30 days of the contractor's performance of services to Recipient Entity.

Agreement No./Title: _____

8. PRIVACY INCIDENT PROCEDURES

- a. **Notice of Privacy Incident.** If the Recipient Entity, or its contractors, suspect, discover or are notified of a suspected or confirmed Privacy Incident relating to FEMA PII, the Recipient Entity shall immediately, but in no event later than twenty-four (24) hours from suspicion, discovery or notification of the suspected or confirmed Privacy Incident, notify the FEMA Privacy Officer at (202) 212-5100 or FEMA-Privacy@fema.dhs.gov.
- b. **Privacy Incident Handling.** In the event of a Privacy Incident emanating from this ISAA, FEMA will investigate the Privacy Incident pursuant to DHS standard procedures and will consult Recipient Entity to diagnose, mitigate and manage the Incident. The Recipient Entity will be responsible for carrying out all necessary measures to remedy the effects of the Privacy Incident.
- c. [Select this clause if Entity is a State/Local/Territorial/Tribal Government Agency]
Remediation. In the event of a Privacy Incident and/or IT Security Incident emanating from this ISAA, FEMA will investigate the Privacy Incident and/or IT Security Incident pursuant to DHS standard procedures and will consult with Recipient Entity in order to diagnose, mitigate, and manage the Privacy Incident and/or IT Security Incident. The Recipient Entity will be responsible for carrying out all reasonable and necessary measures to remedy the effects of a Privacy Incident/Breach, when its actions are responsible for the Privacy Incident/Breach, which may include:
- i. Notification to the affected individuals, the public, media, and/or other government entities;
- ii. Removing information from an Internet or Intranet page;
- iii. Training and awareness for staff on best practices to Safeguard PII;
- iv. Disciplinary or corrective action, including counseling for employees.
1. NOTE: any personnel subject to corrective or disciplinary action arising out of a privacy incident must not be identified or identifiable in the Privacy Incident reporting;
- v. Revisions to policies and procedures to minimize or eliminate the use of PII when possible;
- vi. and/or Any other remediation effort(s) as agreed upon by the Parties.
- d. **Penalties.** If the Recipient Entity or one of its employee/agents willfully discloses any PII to a third party not authorized to receive it, FEMA will revoke the Recipient Entity's access to FEMA PII.

Agreement No./Title: _____

9. GENERAL TERMS.

- a. **Entire Agreement.** This ISAA constitutes the entire Agreement between the Parties with regard to information sharing. However, if this ISAA is used to supplement a contract between the Parties, to the extent there is any conflict between a term of this ISAA and a term in other acquisition documentation, the term of the underlying acquisition, including the Homeland Security Acquisition Regulations (HSAR) Safeguarding of Sensitive Information (MAR 2015) and Information Technology Security and Privacy Training (MAR 2015) clauses will supersede.
- b. **Effective Date, Duration, and Termination.** This ISAA will become effective upon the signature of both Parties and will remain in effect for 3 years or the lifetime of the acquisition period, whichever is shorter. However, FEMA will only provide the information identified in Appendix A for the disaster period of assistance or, if applicable, for the period of time specified in the Routine Use, whichever is longer. Either party may terminate this Agreement upon written notice to the other party.

- c. **Modification.** This ISAA may be modified upon the mutual written consent of the Parties.
- d. **Counterparts.** This ISAA, when executed in any number of counterparts and by different Parties on separate counterparts, each of which counterparts when so executed and delivered shall be deemed to be an original, and all of which counterparts taken together shall constitute but one and the same Agreement.
- e. **Severability.** Nothing in this ISAA is intended to conflict with current law, regulation or FEMA directives. If a term of this ISAA is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this ISAA shall remain in full force and effect.
- f. **No Private Right.** This ISAA is an internal Agreement between FEMA and the Recipient Entity. It does not create nor confer any right or benefit that is substantive or procedural, enforceable by any third party against the Parties, the United States, or other officers, employees, agents, or associated personnel thereof. Nothing in this ISAA is intended to restrict the authority of either party to act as provided by law, statute, or regulation, or to restrict any party from administering or enforcing any laws within its authority or jurisdiction. Accordingly, the terms of this Agreement do not constitute or imply the grant, by the United States of America, of any other consent, accord, satisfaction, advice, or waiver of its rights, power or authority.
- g. **Funding.** This ISAA is not an obligation or commitment of funds, nor a basis for transfer of funds. Each party shall bear its own costs in relation to this ISAA. Expenditures by each party will be subject to its budgetary processes and to availability of funds pursuant to applicable laws, regulations, and policies. The Parties expressly acknowledge that this in no way implies that Congress will appropriate funds for such expenditures.
- h. **Issue Resolution.** FEMA and Recipient Entity understand that during the course of this ISAA, they may have to resolve issues such as: scope, interpretation of provisions, unanticipated technical matters, and other proposed modifications. Both Parties agree to appoint their respective points of contact to work in good faith towards resolution of such issues. [See Appendix B for points of contacts.]
- i. **Auditing/Reporting:** The Parties will coordinate to prepare a report/audit summarizing Recipient Entity and its contractor's (if applicable) compliance with the privacy, redress, and security requirements set forth in this Agreement, to include accounting for all disclosures of FEMA PII. FEMA shall be provided copies of Recipient Entity self-audits. As part of this responsibility, the Recipient Entity further agrees to conduct its own annual audits of compliance with the terms of this Agreement, and to provide the results of these audits to Dewana Davis, RFIL, FEMA Region 4.

Agreement No./Title: _____

APPROVED BY:

DEPARTMENT OF HOMELAND SECURITY / FEDERAL EMERGENCY MANAGEMENT AGENCY

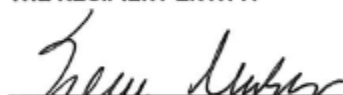
 FEMA Signatory
 Nicholas Shufro
 Name
 Deputy Assistant Administrator
 Title

 Date

 Risk Management
 Program Name

 DHS/FEMA/Resilience/FIMA
 FEMA

THE RECIPIENT ENTITY:


 Recipient Signatory

10/17/2022
 Date

 Eddie Madden
 Name

 County Manager
 Title

 Columbus County, North Carolina
 Full Entity Name

Agreement No./Title: _____

Appendix A – HS/FEMA-003 National Flood Insurance Program Files May 19, 2014 79 FR 28747

_____, Routine use
 N, R and T. The following lists the
 specific data elements in the FEMA PII dataset(s) that will be shared by FEMA with the Columbus County, NC.
 The Columbus County, NC will only receive the PII data that is necessary to meet the routine use:

- Policyholder Name (Routine Uses I and N only)*
 - Property Address
 - Date of Loss
 - Building Characteristics
 - Coverages (building, contents)
 - Premium and fees*
 - Claims amount paid (building, contents, ICC)
 - Non-PII data elements as necessary, requested, and available
- *Additional justification and a valid "need to know" is needed to receive policyholder names, premiums, and fees.

NFIP System of Records Notices (SORNs) Routine Uses:

Routine Use N: To state, local, and tribal government agencies that provide names, addresses of policyholders within their jurisdictions, and a brief general description of their plan for acquiring and relocating their flood prone properties for the purpose of ensuring that communities engage in floodplain management, improved real property acquisitions, and relocation projects that are consistent with the NFIP. This is contingent upon the Federal Insurance Mitigation Administration determining that the use furthers the flood plain management and hazard mitigation goals of the agency.

Routine Use R: To federal, state, local, and tribal government agencies to conduct research, analysis, and feasibility studies of policies and claims within its jurisdiction.

Routine Use T: To community officials and representatives to provide repetitive loss records of properties within that community.

NFIP Communities Included in the Request:

Town of Boardman (370659)
 Town of Bolton (370274)
 Town of Brunswick (370306)
 Town of Cerro Gordo (370311)
 Town of Chadbourn (370065)
 Columbus County (370305)
 Town of Fair Bluff (370067)
 Town of Lake Waccamaw (370069)
 Town of Sandyfield (370644)
 Town of Tabor City (370070)
 City of Whiteville (370071)

Agreement No./Title: _____

Appendix B – Administrative points of contacts for this agreement (Limit of five)

- a. The FEMA point of contact is as follows:

Name: Dewana Davis
 Title: RFIL, FEMA Region 4
 Phone: +1 (770) 220-5420
 Email Address: Dewana.Davis@fema.dhs.gov

- b. The Recipient Entity point of contact is as follows:

Name: Eddie Madden
 Title: County Manager
 Phone: +1 (910) 640-6630
 Email Address: emadden@columbusco.org

- c. The Recipient Entity point of contact is as follows:

Name: Gail Edwards
 Title: Assistant County Manager
 Phone: +1 (910) 640-6630
 Email Address: gedwards@columbusco.org

- d. The Recipient Entity point of contact is as follows:

Name: Gary Lanier
 Title: Planning Director
 Phone: +1 (910) 640-2851
 Email Address: glanier@columbusco.org

- e. The Recipient Entity point of contact is as follows:

Name: Bridgette Spann
 Title: Planning Administrative Support Specialist
 Phone: +1 (910) 640-2851
 Email Address: bridgette.spann@columbusco.org

- f. The Recipient Entity point of contact is as follows:

Name: Melanie Hester
 Title: Interim Finance Director
 Phone: +1 (910) 640-6612
 Email Address: mhester@columbusco.org

MOTION:

Commissioner Byrd made a motion to approve the ISAA, seconded by Commissioner McDowell. The motion unanimously passed.

Agenda Item #15: HUMAN RESOURCES – APPROVAL to TERMINATE THE CURRENT POST 65 RETIREES INSURANCE COVERAGE PLAN and enter into BLUE CROSS/BLUE SHIELD MEDICARE ADVANTAGE GROUP PLAN

Kay Stephens, Director, requested Board approval.

A copy of this document will be marked as Exhibit I and kept on file in the Clerk to the Board’s Office.

MOTION:

Commissioner McDowell made a motion to approve termination of the current post 65 retirees insurance coverage plan and enter into Blue Cross/Blue Shield Medicare Advantage Group Plan, seconded by Vice Chairman McMillian. The motion unanimously passed.

Agenda Item #16: HUMAN RESOURCES – APPROVAL of BOARD RESOLUTION to ALLOW EMPLOYEES to MAKE CONTRIBUTIONS in the NC PUBLIC EMPLOYEE DEFERRED COMPENSATION PLAN UNDER the INTERNAL REVENUE CODE 457(B) if they CHOOSE:

Kay Stephens, Director, requested Board approval.

A copy of this document will be marked as Exhibit J and kept on file in the Clerk to the Board’s Office.

MOTION:

Vice Chairman McMillian made a motion to approve the resolution, seconded by Commissioner Watts. The motion unanimously passed.

Agenda Item #17: HEALTH DEPARTMENT – APPROVAL of BAD DEBT WRITE-OFF:

Kim Smith, Director, requested Board approval.

Bad Debt Write-Off

PROGRAM	July 2012 June 2013	July 2013 June 2014	July 2014 June 2015	July 2015 June 2016	July 2016 June 2017	July 2017 June 2018	July 2018 June 2019	July 2019 June 2020	July 2020 June 2021
Bad Debt Write-Off	5,015.88	9,956.14	4,922.97	4,001.76	3,954.12	1,714.85	1,681.74	3,620.53	1,803.82

PROGRAM	July 2021 June 2022								
Bad Debt Write-Off	2804.66 42 total patients								

MOTION:

Commissioner Byrd made a motion to approve the bad debt write-off, seconded by Commissioner Smith. The motion unanimously passed.

Agenda Item #18: HEALTH DEPARTMENT – APPROVAL of FULLY GRANT FUNDED SCHOOL HEALTH LIAISON POSITION:

Kim Smith, Director, requested Board approval.

STATE OF NORTH CAROLINA OFFICE OF STATE PERSONNEL POSITION DESCRIPTION FORM (PD-102R)	APPROVED CLASSIFICATION:	

	EFFECTIVE DATE:	

ANALYST:		_____
(This Space for Personnel Department Use Only)		
1. Present Classification Title of Position:	7 Present 15 Digit Position Number:	Proposed 15 Digit Position Number:
Program Assistant IV	435-29-501	
2. Usual Working Title of Position:	8. Department, University, Commission, or Agency	
COVID-19 School Liaison	Health Department	
3. Requested Classification of Position:	A. Institution & Division:	

	1.
4. Name of Immediate Supervisor: Kim Smith	10. Section and Unit: Administration
5. Supervisor's Position, Title & Position Number: Health Director	11. Street Address, City and County: 304 Jefferson St. Whiteville Columbus County
6. Name of Employee:	12. Location of Workplace, Building and Room Number Miller Building

I. A. Primary Purpose of Organizational Unit:

The Mission of the Columbus County Health Department is to prevent disease, promote health, protect the environment for all citizens, to continually assess and respond to the health needs of the community as a whole. Public health looks not only at the individual but also the family and the community. With regard to stewardship of resources, public health strives for the most good for the greatest number of people. The primary purpose of the health education unit is the development, implantation, coordination and evaluation of patient, staff, and community education. Many educational issues are developed pertaining to the well0-being and health of the citizens of Columbus County.

B. Primary Purpose of Position:

The Public Health School Health Liaison will be responsible for coordination of COVID-19 screening, testing, and vaccine administration efforts, and to coordinate other school health/public health services a described in the Memorandum of Agreements referenced in the Attachment A, Paragraph B of the Agreement Addendum for FY23 351 Child Health. The Liaison will liaise with all school types within the jurisdiction of the Local Health Department.

C. Work Schedule:

Employee works a typical workweek from Monday through Friday, 37.5 hours per week from 8:00 am to 5:00 pm each workday. The work schedule may vary to accommodate occasional evening and/or weekend presentations. During periods of disasters related to weather or other emergency situations, employee may be requested to participate in duties covering such periods.

D. Change in Responsibilities or Organizational Relationship:

Duties have been restructured from working in all programs providing educational services to a position where primary emphasis will be placed on coordination of COVID-19 activities in the schools for our entire county.

II. A. Description of Responsibilities and Duties:

- a) Administration / Joint Planning for School Health
 2. Coordinate school health efforts between the LHD and all LEAs and schools in the LHD county (or counties if a District LHD) served.
 3. Conduct ongoing evaluation of cooperative efforts and collaborate on needed changes.
 4. Serve as the LHD liaison for the School Health Nursing Program in all LEAs and schools in the LHD county (or counties if a District LHD) served.
 5. Participate in the LEA School Health Advisory Committee (SHAC).
- b) Communicable Disease
 1. Coordinate shared activities related to COVID-19 testing programs in schools and related response to test results and mitigation efforts.
 2. Coordinate investigation and/or follow-up of other reportable communicable disease events.
 3. Participate in procedure development for response to communicable disease outbreaks in schools.
- c) School Site Vaccine Administration Opportunities
 1. Provide Vaccine Information Statements (VIS) to schools and encourage on-site clinic opportunities.
 2. Coordinate vaccine, medical supplies, and documentation supplies as needed for clinics when scheduled.
 3. Assure completion of administration processes related to vaccines through data entry.
- d) OSHA Compliance Program
 1. Coordinate the availability of OSHA-required vaccines for identified school staff through LHD clinics and the billing of LEA for required services.
 2. Act as a resource to the Lead Nurses/designees for OSHA Blood Borne Pathogens training and incidents in schools.

- e) Professional Development
 - 1. Include local school nurses in educational and workshop opportunities related to school health program needs.
 - 2. Ensure initial training and annual updates are provided for local school nurses on their duties regarding county disaster response as defined in the Memorandum of Agreements referenced in the Attachment A, Paragraph B of the Agreement Addendum for FY23 351 Child Health.
- f) Privacy Protection
 - 1. Act as a resource in ensuring compliance with HIPAA and FERPA in coordinated activities.
- g) Complete a Quarterly Progress Report each quarter via the Smartsheet dashboard. These periodic progress reports will report about the prior period's progress on implementing the Agreement Addendum's required school health nurse liaison activities as listed in the job description.
- h) Services are provided in a culturally sensitive manner.
- i) Services are provided with adherence to federal law in relation to privacy of student records, following both HIPAA (Health Insurance Portability and Accountability Act) and FERPA (Family Educational Rights and Privacy Act), as applicable. Where HIPAA and FERPA may appear to be in conflict, FERPA shall be followed regarding records that become part of the student's educational record; US Department of Education and North Carolina Department of Public Instruction guidelines are resources.
- j) Maintain daily contact with supervisor at local health department to receive assignments and make sure the needs of the local health department are being met.
- k) Must be able to travel within assigned county.

B. Other Position Characteristics:

1. Accuracy of Required Work:

Accuracy is necessary when assessing needs and initiating plans for educational services as well as ensuring complete accuracy with documenting the grant information related to progress, data, and funding. Accuracy is also necessary in documenting educational activities, presentations and other related data.

2. Consequence of Error:

Inaccurate information in educational settings could result in failure of the grant goals in addition to failure of the youth in responding negatively to the program initiatives. It could also resulting negative repercussions for public relations with other community agencies and certainly result in a negative reputation for the agency.

3. Instructions Provided to Employee:

Written and oral instructions concerning duties and responsibilities generally come from higher level staff. Input may also be received by the Health Director and representatives from the local school administration.

4. Guides, Regulations, Policies and References Used by Employee:

Local and state personnel are consulted during difficult situations and issues with administrative policies and guidelines. Contract information, agency program and personnel manuals.

5. Supervision Received by Employee:

This employee plans daily work activities independently but receives periodic guidance and supervision from higher level staff.

6. Variety and Purpose of Personal Contact:

Contacts with general public and with persons from diverse cultural and educational backgrounds, with school personnel, with representatives from other community agencies, with other agency staff.

7. Physical Effort:

Sitting, walking, and standing are necessary in carrying out assigned tasks. Physical stamina is also required to lift and transfer equipment such as projectors and other equipment.

8. Work Environment and Conditions:

Work is performed in a modern, office complex and employee may experience variations in weather conditions when attending meetings, workshops, etc.

9. Machines, Tools, Instruments, Equipment and Material Used:

Telephone, computer, copy machine, fax machine and audio visual equipment

10. Visual Attention, Mental Concentration and Manipulative Skills:

Keen mental concentration and visual attention are needed to plan and deliver educational sessions to both groups and on-on-one interaction. Manipulative skills are required for demonstrations and computer activities.

11. Safety of Others

Program Assistant IV is both a role model and teacher regarding safety and must utilize all workplace safety rules and regulations

12. Dynamics of Work

Program Assistant IV is affected by changes in agency procedures and policies as well as ongoing community needs

III. Knowledge, Skills & Abilities and Training & Experience Requirements:

A. Knowledge, Skills & Abilities:

Strong verbal and written communications skills, ability to teach in group setting as well as one-on-one basis from various educational and socioeconomic backgrounds, knowledge of the principles and practices of public health and public health education activities, strong interpersonal skill, knowledge of local communities, knowledge of display techniques and skill in the arrangement of exhibits and ability to organize educational materials. Ability to independently work with people with courtesy and tact in performing public contact and communication duties that may be sensitive in nature. Ability to gather and release pertinent program information. Ability to schedule and coordinate a variety of appointments, meetings and/or conferences.

B. Required Minimum Training/Experience:

Graduation from a high school and demonstrated possession of knowledge, skills and abilities gained through at least two years of office assistant/secretarial experience; or an equivalent combination of training and experience.

IV. Signatures indicate agreement with all information provided, including designation of essential functions.

Supervisor's Certification: I certify that (a) I am the immediate Supervisor of this position, that (b) I have provided a complete and accurate description of responsibilities and duties and (c) I have verified (and reconciled as needed) its accuracy and completeness with the employee.

Signature: _____ Title: _____ Date: _____

Employee's Certification: I certify that I have reviewed this position description, completed by the above named immediate supervisor, is complete and accurate.

Signature: _____ Title: _____ Date: _____

Section or Division Manager's Certification: I certify that this position description, completed by the above named immediate supervisor, is complete and accurate.

Signature: _____ Title: _____ Date: _____

MOTION:

Commissioner McDowell made a motion to approve the position, seconded by Commissioner Watts. The motion unanimously passed.

Agenda Item #19: LEGAL – APPROVAL of CONSENT to INITIATE LITIGATION AGAINST MCKINSEY & COMPANY, INC.:

Amanda Prince, Staff Attorney, requested Board Approval.

CONSENT TO INITIATE LITIGATION AGAINST MCKINSEY & COMPANY, INC.

I, Ricky Bullard, (printed name) as a duly authorized representative of Columbus County, NC (name of subdivision) authorize the National Consortium and its affiliated local North Carolina counsel to file a lawsuit against McKinsey & Company, Inc.

Ricky Bullard
(Signature)

10/17/22
(Date)

MOTION:

Commissioner Coleman made a motion to approve, seconded by Vice Chairman McMillian. The motion unanimously passed.

Agenda Item #20: FINANCE – APPROVAL of FINANCIAL UPDATE:

Melanie Hester, Interim Director, requested Board approval.

**COUNTY OF COLUMBUS
FINANCIAL SUMMARY REPORT
September 2022**

Percent of Year Complete: 25.00 %

FUND 10 - OPERATIONS REVENUES	FY 22/23 BUDGET	ACTUAL YTD TOTALS	BALANCE REMAINING	% COLLECTED YTD
AD VALOREM TAXES	\$ 38,800,374	\$ 18,053,386	\$ 20,746,988	46.53%
COURT	\$ 90,000	\$ 19,969	\$ 70,031	22.19%
SALES TAX	\$ 13,633,601	\$ 1,090,386	\$ 12,543,215	8.00%
NC JCPC PROGRAM - TEEN COURT	\$ 77,477	\$ 13,552	\$ 63,925	17.49%
ELECTION FEES	\$ 54,000	\$ 1,018	\$ 52,982	1.89%
REGISTER OF DEEDS	\$ 394,300	\$ 196,321	\$ 197,979	49.79%
SHERIFF	\$ 2,295,275	\$ 74,078	\$ 2,221,197	3.23%
DETENTION CENTER	\$ 1,090,000	\$ 27,186	\$ 1,062,814	2.49%
EMERGENCY MANAGEMENT	\$ 67,101	\$ -	\$ 67,101	0.00%
INSPECTION	\$ 390,000	\$ 78,329	\$ 311,671	20.08%
ANIMAL CONTROL	\$ 37,000	\$ 8,511	\$ 28,489	23.00%
AIRPORT	\$ 515,000	\$ 58,753	\$ 456,247	11.41%
ECONOMIC DEVELOPMENT/PLANNING	\$ 113,000	\$ 2,335	\$ 110,665	2.07%
COOPERATIVE EXTENSION	\$ 1,200	\$ 230	\$ 970	19.17%
SOIL CONSERVATION	\$ 34,890	\$ -	\$ 34,890	0.00%
DEPARTMENT OF AGING REVENUES	\$ 1,803,080	\$ 156,745	\$ 1,646,335	8.69%
HEALTH DEPARTMENT	\$ 2,614,410	\$ 663,393	\$ 1,951,017	25.37%
SOCIAL SERVICE	\$ 7,065,913	\$ 504,820	\$ 6,561,093	7.14%
VETERANS SERVICE	\$ 2,000	\$ -	\$ 2,000	0.00%
PUBLIC SCHOOLS	\$ 21,000	\$ 2,649	\$ 18,351	12.61%
LIBRARY	\$ 131,000	\$ 29,633	\$ 101,367	22.62%
RECREATION	\$ 19,500	\$ 6,331	\$ 13,169	32.47%
MISCELLANEOUS REVENUES	\$ 392,519	\$ 128,366	\$ 264,153	32.70%
INVESTMENT EARNINGS	\$ 680,527	\$ -	\$ 680,527	0.00%
FUND BALANCE APPROPRIATED	\$ 350,000	\$ -	\$ 350,000	0.00%
Total General Fund Revenues	\$ 70,673,167	\$ 21,115,991	\$ 49,557,176	29.88%

FUND 10 - OPERATIONS EXPENDITURES	FY 22/23 BUDGET	YTD TOTALS	BALANCE REMAINING	% EXPENSED YTD
GOVERNING BODY	\$ 314,509	\$ 70,305	\$ 244,204	22.35%
ADMINISTRATION	\$ 1,041,964	\$ 684,253	\$ 357,711	65.67%
PERSONNEL	\$ 433,465	\$ 383,900	\$ 49,565	88.57%
FINANCE	\$ 839,080	\$ 142,019	\$ 697,061	16.93%
TAX DEPARTMENT	\$ 1,712,705	\$ 348,192	\$ 1,364,513	20.33%
LEGAL DEPARTMENT	\$ 216,937	\$ 116,625	\$ 100,312	53.76%
NC JCPC PROGRAM - TEEN COURT	\$ 77,477	\$ 15,642	\$ 61,835	20.19%
FACILITY SERVICES	\$ 408,326	\$ 89,887	\$ 318,439	22.01%
ELECTIONS	\$ 519,204	\$ 80,310	\$ 438,894	15.47%
REGISTER OF DEEDS	\$ 542,172	\$ 127,160	\$ 415,012	23.45%
SPECIAL APPROPRIATIONS	\$ 1,017,369	\$ 314,739	\$ 702,630	30.94%
MANAGEMENT INFORMATION SYSTEM	\$ 499,850	\$ 131,930	\$ 367,920	26.39%
CENTRAL GARAGE	\$ 52,204	\$ 14,330	\$ 37,874	27.45%
PUBLIC BUILDINGS - ALL OTHER	\$ 1,767,113	\$ 524,201	\$ 1,242,912	29.66%
PUBLICLY OWNED TREATMENT WATER	\$ 51,042	\$ 4,806	\$ 46,236	9.42%
SHERIFF'S DEPARTMENT	\$ 9,139,823	\$ 1,940,227	\$ 7,199,596	21.23%
LAW ENFORCEMENT CENTER	\$ 5,224,025	\$ 988,480	\$ 4,235,545	18.92%
EMS	\$ 31,250	\$ 3,750	\$ 27,500	12.00%
EMERGENCY SERVICES	\$ 2,270,455	\$ 409,389	\$ 1,861,066	18.03%
CORONER MEDICAL EXAMINER	\$ 30,500	\$ 13,900	\$ 16,600	45.57%
ANIMAL CONTROL	\$ 898,699	\$ 199,627	\$ 699,072	22.21%
AIRPORT	\$ 565,624	\$ 95,540	\$ 470,084	16.89%
INSPECTIONS	\$ 369,545	\$ 76,396	\$ 293,149	20.67%
ECONOMIC DEVELOPMENT/PLANNING	\$ 1,191,488	\$ 97,690	\$ 1,093,798	8.20%
COOPERATIVE EXTENSION	\$ 614,214	\$ 36,590	\$ 577,624	5.96%
SOIL CONSERVATION	\$ 304,718	\$ 51,640	\$ 253,078	16.95%
DEPARTMENT OF AGING	\$ 2,866,093	\$ 587,616	\$ 2,278,477	20.50%
HEALTH DEPARTMENT	\$ 5,480,750	\$ 983,628	\$ 4,497,122	17.95%
SOCIAL SERVICES ADMINISTRATION	\$ 9,423,310	\$ 1,873,063	\$ 7,550,247	19.88%
PUBLIC ASSISTANCE PROGRAMS	\$ 2,098,049	\$ 413,573	\$ 1,684,476	19.71%
VETERANS SERVICE OFFICER	\$ 166,143	\$ 32,149	\$ 133,994	19.35%
EDUCATION	\$ 15,825,188	\$ 3,776,368	\$ 12,048,820	23.86%
LIBRARY	\$ 1,681,180	\$ 351,897	\$ 1,329,283	20.93%
RECREATION	\$ 644,122	\$ 124,404	\$ 519,718	19.31%
TRANSFER TO	\$ 2,354,574	\$ -	\$ 2,354,574	0.00%
Total General Fund Expenditures	\$ 70,673,167	\$ 15,104,226	\$ 55,568,941	21.37%

Total Revenue over/(under) Expenditures

\$0 \$ 6,011,765

COURTHOUSE RENOVATION PROJECT		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
COURTHOUSE CAP PROJ REVENUES		\$ 5,986,280	\$ 6,006,840	\$ (20,560)	100.34%
<u>EXPENDITURES</u>					
COURTHOUSE CAP PROJ REVENUES		\$ 5,986,280	\$ 851,055	\$ 5,135,225	14.22%
<hr/>					
HUD SECTION 8 RENTAL ASSISTANCE		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
HUD SECTION 8 RENTAL ASSISTANCE ANNUAL CONTRA EARNED		\$ 1,518,500	\$ -	\$ 1,518,500	0.00%
OTHER REVENUES		\$ 344,400	\$ 305,426	\$ 38,974	88.68%
TOTAL HUD REVENUES		\$ 1,862,900	\$ 305,426	\$ 1,557,474	16.40%
<u>EXPENDITURES</u>					
HUD Expenditures		\$ 1,862,900	\$ 191,261	\$ 1,671,639	10.27%
Excess revenue over/(under) expenditures		\$ -	\$ 114,165		
<hr/>					
TRANSPORTATION		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
		\$ 1,166,568	\$ 4,150	\$ 1,162,418	0.36%
<u>EXPENDITURES</u>					
		\$ 1,166,568	\$ 96,750	\$ 1,069,818	8.29%
<hr/>					
EMERGENCY TELEPHONE SYSTEM		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
		\$ 694,600	\$ 14,955	\$ 679,645	2.15%
<u>EXPENDITURES</u>					
		\$ 694,600	\$ 49,608	\$ 644,992	7.14%
<hr/>					
DEBT SERVICE		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
		\$ 15,536,002	\$ -	\$ 15,536,002	0.00%
<u>EXPENDITURES</u>					
		\$ 15,536,002	\$ 225,919	\$ 15,310,083	1.45%
<hr/>					
WATER DISTRICTS I-V		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
WATER DISTRICT I		\$ 813,950	\$ 206,670	\$ 607,280	25.39%
WATER DISTRICT II		\$ 1,222,683	\$ 293,529	\$ 929,154	24.01%
WATER DISTRICT III		\$ 762,213	\$ 167,320	\$ 594,893	21.95%
WATER DISTRICT IV		\$ 908,500	\$ 242,004	\$ 666,496	26.64%
WATER DISTRICT V		\$ 763,350	\$ 247,268	\$ 516,082	32.39%
COMBINED WATER DISTRICT TOTALS		\$ 4,470,696	\$ 1,156,791	\$ 3,313,905	25.87%
<u>EXPENDITURES</u>					
WATER DISTRICT I		\$ 813,950	\$ 90,016	\$ 723,934	11.06%
WATER DISTRICT II		\$ 1,222,683	\$ 75,687	\$ 1,146,996	6.19%
WATER DISTRICT III		\$ 762,213	\$ 52,199	\$ 710,014	6.85%
WATER DISTRICT IV		\$ 908,500	\$ 123,866	\$ 784,634	13.63%
WATER DISTRICT V		\$ 763,350	\$ 49,112	\$ 714,238	6.43%
COMBINED WATER DISTRICT TOTALS		\$ 4,470,696	\$ 390,880	\$ 4,079,816	0
Combined Districts -Excess revenue over/(under) expenditures		\$ -	\$ 765,911		
<hr/>					
SOLID WASTE		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
		\$ 6,016,446	\$ 54,878	\$ 5,961,568	0.91%
<u>EXPENDITURES</u>					
		\$ 6,016,446	\$ 902,112	\$ 5,114,334	14.99%
Excess revenue over/(under) expenditures		\$ -	\$ (847,234)		
<hr/>					
FIRE DEPARTMENTS		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
		\$ 2,034,697	\$ 26,553	\$ 2,008,144	1.31%
<u>EXPENDITURES</u>					
Ad Valorem Taxes		\$ 2,034,697	\$ 677,058	\$ 1,357,639	33.28%
Special Appropriations		\$ 258,309	\$ 65,017	\$ 193,292	25.17%
		\$ 2,293,006	\$ 742,075	\$ 1,550,931	32.36%
<hr/>					
AMBULANCE AND RESCUE		FY 22/23	YTD	BALANCE	% Collected
<u>REVENUES</u>		<u>BUDGET</u>	<u>TOTALS</u>	<u>REMAINING</u>	<u>YTD</u>
		\$ 849,681	\$ 8,077	\$ 841,604	0.95%
<u>EXPENDITURES</u>					
Ad Valorem Taxes		\$ 849,681	\$ 69,970	\$ 779,711	8.23%
Special Appropriation		\$ 225,000	\$ 112,500	\$ 112,500	50.00%
		\$ 1,074,681	\$ 182,470	\$ 892,211	16.98%

CASH & INVESTMENTS

Cash:

General Fund - checking account	\$ 14,526,305
General Fund - NCCMT	\$ 13,382,939
Water Districts	\$ 6,417,940
Solid Waste	\$ 5,483,146
Total Cash Available	\$ 39,810,329

Investments:

BB&T Investments	\$ 5,761,922
BB&T Savings	\$ 5,023,018
First Community Bank - CD	\$ 338,600
Dana Investments	\$ 1,131,609
Multi Bank Securities	\$ 566,454
First Bank - CD	\$ 2,080,598
Total Investments	\$ 14,902,201

FUND BALANCE

General Fund:

Unavailable Fund Balance (per auditors)	\$ 7,223,150
Committed and Assigned Fund Balance	\$ 11,898,242
Unassigned Fund Balance	\$ 12,768,717
Unassigned fund balance as % of Gen. Fd. Expend.	20.11%
Water Districts Fund Balance	\$ 9,819,025
Solid Waste Fund Balance	\$ 8,213,508

Note: The Fund Balance computation listed above is unaudited.
Final computation will be submitted when verified by Auditors

MOTION:

Vice Chairman McMillian made a motion to approve the report, seconded by Commissioner Smith. The motion unanimously passed.

Agenda Item #21: FINANCE – APPROVAL of COMPLIANCE POLICIES for ARPA FUNDS:

Melanie Hester, Interim Director, requested Board approval.

- A. Record Retention Policy: Documents Created or Maintained Pursuant to the ARP/CSLFRF Award
- B. Eligible Project Policy for the Expenditure of American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recovery Funds by Columbus County, North Carolina
- C. Resolution for Allowable Costs and Cost Principles for Expenditure of American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds by North Carolina Local Governments
- D. Civil Rights Compliance Policy
- E. Conflict of Interest Policy: Applicable to Contracts and Subawards of Columbus County Supported by Federal Financial Assistance

A copy of this document will be marked as Exhibit K and kept on file in the Clerk to the Board’s Office.

MOTION:

Commissioner McDowell made a motion to suspend the rules to allow for passage of the policies with only one reading, seconded by Vice Chairman McMillian. The motion unanimously passed.

MOTION:

Commissioner McDowell made a motion to approve the Compliance Policies, seconded by Vice Chairman McMillian. The motion unanimously passed.

Agenda Item #22: FINANCE – APPROVAL of BUDGET AMENDMENTS and CAPITAL PROJECT ORDINANCES:

Melanie Hester, Interim Director, requested Board approval.

CAPITAL PROJECT BUDGET AMENDMENT

FY 22/23

Name of Department: EDC

Agency Head Signature: *Harry A. Janter*

Date Prepare / Submitted to Admin: September 26, 2022 Date Received in Admin:

Budget Code			EXPENDITURES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
24	6141	524000	Sewer Constructions	\$30,000
24	6141	549956	Contingency	(\$30,000)
Total Net Expense				\$0

Budget Code			REVENUES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
Total Net Revenue				\$0

This budget revision has been approved by the Board of Columbus County Commissioners on:

Signature: *Rich Bullard* Date: 10/17/2022

Explanation of Increase or Decrease:

To increase Sewer Construction expense for final bill.

CAPITAL PROJECT BUDGET AMENDMENT

FY 22/23

Name of Capital Project: 911 CENTER CAPITAL PROJECT

Name of Department: FINANCE

Agency Head Signature:

Date Prepare / Submitted to Admin: September 27, 2022 Date Received in Admin:

Budget Code			EXPENDITURES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
54	4321	548002	ADMINISTRATION COSTS	(\$195,724)
54	4321	551010	FURNITURE, FIXTURES & EQUIPMENT	\$907,012
54	4321	558000	BUILDINGS, STRUCTURES & IMPROVEMENTS	(\$425,288)
54	4321	999910	CONTINGENCY	(\$500,000)
54	4321	550006	EMERGENCY VEHICLE CAPITAL OUTLAY	\$214,000
Total Net Expense				\$0

Budget Code			REVENUES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
Total Net Revenue				\$0

This budget revision has been approved by the Board of Columbus County Commissioners on:

Signature: *Rich Bullard* Date: 10/17/2022

Explanation of Increase or Decrease:

TO MAKE ADJUSTMENTS TO BUDGET EXPENSES TO ALIGN WITH ACTUAL COST OF PROJECT NOW THAT WE HAVE FULL ACCESS TO THE BUILDINGS AND THEY HAVE BEEN FULLY INSPECTED AND A PLAN IS IN PLACE FOR USAGE. TO ADJUST BUDGET TO ALLOW FOR THE PURCHASE OF AN AMBULANCE & EQUIPMENT FOR LEASE.

BUDGET AMENDMENT FY 22/23

Name of Department:

Agency Head Signature:

Date Prepare / Submitted to Admin: Date Received in Admin:

Budget Code			EXPENDITURES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
10	4330	526001	DEPARTMENTAL SUPPLIES	\$36,700
10	5900	550030	DISTRIBUTION OF SEIZED PROPERTY SALES	\$4,245
10	5120	526001	DEPARTMENTAL SUPPLIES	\$1,000
Total Net Expense				\$41,945

Budget Code			REVENUES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
10	3839	489004	SALE OF SURPLUS EQUIPMENT	\$41,945
Total Net Revenue				\$41,945

This budget revision has been approved by the Columbus County Finance Office:

This budget revision has been approved by the Columbus County County Manager:

This budget revision has been approved by the Board of Columbus County Commissioners on:

Signature: Rich Bullard Date: 10/17/2022

Explanation of Increase or Decrease:

Proceeds from the sale of Surplus Equipment to be budgeted to Emergency Management's Departmental Supplies. Proceeds from the sale of Seized Property to be budgeted to be paid to the school systems. Proceeds of sale of car to go back to Health Department Bioterrorism.

Columbus County, North Carolina

CAPITAL PROJECT BUDGET AMENDMENT FY 22/23

Name of Capital Project:

Name of Department:

Agency Head Signature:

Date Prepare / Submitted to Admin: Date Received in Admin:

Budget Code			EXPENDITURES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
58	4957	549970	HOUSING RECONSTRUCTION	\$70,000
58	4957	549969	TEMPORARY RELOCATION	(\$25,000)
58	4957	549967	HOUSING CLEARANCE	(\$45,000)
Total Net Expense				\$0

Budget Code			REVENUES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
Total Net Revenue				\$0

This budget revision has been approved by the Board of Columbus County Commissioners on:

Signature: Rich Bullard Date: 10/17/2022

Explanation of Increase or Decrease:

A Project Amendment was approved by the BOC's on June 21, 2021 and approved by the NC Department of Commerce on April 29, 2022, to move funds out of Temporary Relocation and Housing Clearance into Housing Reconstruction.

COLUMBUS COUNTY, NORTH CAROLINA
Ordinance making appropriations to the Columbus County
2021 SCIFF GRANT 20166 Capital Project Fund
for the Fiscal Year beginning July 1, 2022

BE IT ORDAINED by the Board of Commissioners of Columbus County, North Carolina as follows:

Section 1: The following amounts are hereby made to the Columbus County 2021 SCIFF Grant 20166 Capital Project pursuant to G.S. 159 -13.2 for the fiscal year beginning July 1, 2022.

Source of Revenue

77-3730-432330 GRANT REVENUES	<u>\$ 2,500,000</u>
Total Estimated Revenues – 2021 SCIFF GRANT 20166	<u>\$ 2,500,000</u>

Project Appropriations

77-5001-519000 PROFESSIONAL SERVICES	\$ 2,250,000
77-5001-548002 ADMINISTRATION COST	<u>\$ 250,000</u>
Total Project Appropriations – 2021 SCIFF GRANT 20166	<u>\$ 2,500,000</u>

Section 2: The project undertaken pursuant to this ordinance is in accordance with the Recommended Budget and any changes made during the County Commissioners' budget work sessions.

Section 3: The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy all applicable regulations. The terms of any financing agreement also shall be met.

Section 4: The County desires to expend its own funds for the purpose of paying certain costs of various projects, for which expenditures the County reasonably expects to reimburse itself from the proceeds of debt to be incurred by the County.

Section 5: All expenditures relating to obtaining any bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirements of the United States Treasury Regulations Section 1.150 -2.

Section 6: This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

Section 7: The County intends to seek Federal, State, and/or other grant funding to reduce the amount of loan proceeds. The adoption of this ordinance authorizes the County Manager and/or his representative to apply for and accept such funding if awarded.

1

Section 8: This project ordinance shall be entered in the minutes of the Board of Commissioners of Columbus County. Within five days hereof, copies of this ordinance shall be filed with the finance office in Columbus County, and with the Clerk to the Board of Commissioners of Columbus County. Copies of the Capital Project Ordinance shall be made available to the Budget Officer, the Project Manager, and the Finance Officer for direction in carrying out this project.

This Capital Project shall become effective on October 17, 2022.
ADOPTED, this 17th day of October, 2022


Ricky Bullard, Chairman
Columbus County Board of Commissioners


LaToya Williams, Clerk to the Board

COLUMBUS COUNTY, NORTH CAROLINA
Ordinance making appropriations to the Columbus County
2021 SCIFF GRANT 20165 Capital Project Fund
for the Fiscal Year beginning July 1, 2022

BE IT ORDAINED by the Board of Commissioners of Columbus County, North Carolina as follows:

Section 1: The following amounts are hereby made to the Columbus County 2021 SCIFF Grant 20165 Capital Project pursuant to G.S. 159 -13.2 for the fiscal year beginning July 1, 2022.

Source of Revenue

59-3731-432330 GRANT REVENUES	\$ 9,500,000
Total Estimated Revenues – 2021 SCIFF GRANT 20165	\$ 9,500,000

Project Appropriations

59-5002-519000 PROFESSIONAL SERVICES	\$ 9,000,000
59-5002-548002 ADMINISTRATION COST	\$ 500,000
Total Project Appropriations – 2021 SCIFF GRANT 20165	\$ 9,500,000

Section 2: The project undertaken pursuant to this ordinance is in accordance with the Recommended Budget and any changes made during the County Commissioners' budget work sessions.

Section 3: The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy all applicable regulations. The terms of any financing agreement also shall be met.

Section 4: The County desires to expend its own funds for the purpose of paying certain costs of various projects, for which expenditures the County reasonably expects to reimburse itself from the proceeds of debt to be incurred by the County.

Section 5: All expenditures relating to obtaining any bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirements of the United States Treasury Regulations Section 1.150 -2.

Section 6: This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

Section 7: The County intends to seek Federal, State, and/or other grant funding to reduce the amount of loan proceeds. The adoption of this ordinance authorizes the County Manager and/or his representative to apply for and accept such funding if awarded.

1

Section 8: This project ordinance shall be entered in the minutes of the Board of Commissioners of Columbus County. Within five days hereof, copies of this ordinance shall be filed with the finance office in Columbus County, and with the Clerk to the Board of Commissioners of Columbus County. Copies of the Capital Project Ordinance shall be made available to the Budget Officer, the Project Manager, and the Finance Officer for direction in carrying out this project.

This Capital Project shall become effective on October 17, 2022.
ADOPTED, this 17th day of October, 2022.


Ricky Bullard, Chairman
Columbus County Board of Commissioners


LaToya Williams, Clerk to the Board

COLUMBUS COUNTY, NORTH CAROLINA
Ordinance amending appropriations to the Capital Project
Fund for the Fiscal Year beginning July 1, 2021

BE IT ORDAINED by the Board of Commissioners of Columbus County, North Carolina as follows:

Section 1: The following revisions are hereby made to the **American Rescue Plan Project** pursuant to G.S. 159 -13.2 for the fiscal year beginning July 1, 2021.

Project Appropriations		Revised Budget (03/07/2022)	Revised Budget (10/17/2022)
93-4972-512100	Salary & Wages – Regular	31,798	31,798
93-4972-518100	FICA	2,425	2,425
93-4972-518200	Retirement Contributions	3,393	3,393
93-4972-523920	Personal Protective Equipment	20,000	16,800
93-4972-545505	Revenue Replacement-Standard Allowance	0	9,828,747
93-4972-550013	Viper Radio Infrastructure	500,000	500,000
93-4972-556000	Buildings, construction & Improvement	0	0
93-4972-549900	Miscellaneous Expense	63,755	1,000
93-4972-558015	Airport Infrastructure – Hanger	0	0
93-4972-558025	Airport Infrastructure – Terminal	0	0
93-4972-558035	Water Infrastructure – Dist. I	583,808	294,652
93-4972-558036	Water Infrastructure – Dist. II	1,203,882	26,125
93-4972-558037	Water Infrastructure – Dist. III	314,743	0
93-4972-558038	Water Infrastructure – Dist. IV	5,626,888	52,735
93-4972-558039	Water Infrastructure – Dist. V	914,743	0
93-4972-558045	Fiber Infrastructure	1,500,000	7,760
	TOTAL EXPENDITURE APPROPRIATIONS	10,765,435	10,765,435
	Revenue Source		
93-3429-423033	American Rescue Plan Funds	10,765,435	10,765,435
	TOTAL REVENUE APPROPRIATIONS	10,765,435	10,765,435

Section 2: The project undertaken pursuant to this ordinance is in accordance with the Recommended Budget.

Section 3: The County has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend a portion of its ARP/CSLFRF funds for the provision of government services as referenced above.

Section 4: The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy all applicable regulations. The terms of any financing agreement also shall be met.

Section 5: The County desires to expend its own funds for the purpose of paying certain costs of various projects,

Amendment #2
American Rescue Plan Projects

for which expenditures the County reasonably expects to reimburse itself from the proceeds of debt to be incurred by the County.

Section 6: All expenditures relating to obtaining any bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirements of the United States Treasury Regulations Section 1.150 -2.

Section 7: This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

Section 8: The County intends to seek Federal, State, and/or other grant funding to reduce the amount of loan proceeds. The adoption of this ordinance authorizes the County Manager and/or his representative to apply for and accept such funding if awarded.

Section 9: This project ordinance shall be entered in the minutes of the Board of Commissioners of Columbus County. Within five days hereof, copies of this ordinance shall be filed with the finance office in Columbus County, and with the Clerk to the Board of Commissioners of Columbus County.

Capital Project amendment shall become effective on October 17, 2022.

ADOPTED, this 17th day of October, 2022.


 Ricky Bullard, Chairman
 Columbus County Board of Commissioners


~~Amanda Prince~~, Clerk to the Board
 LaToya Williams

COLUMBUS COUNTY, NORTH CAROLINA
Ordinance making appropriations to the Columbus County
Entrepreneurship Center Capital Project Fund
for the Fiscal Year beginning July 1, 2022

BE IT ORDAINED by the Board of Commissioners of Columbus County, North Carolina as follows:

Section 1: The following amounts are hereby made to the Columbus County Entrepreneurship Center Capital Project pursuant to G.S. 159 -13.2 for the fiscal year beginning July 1, 2022.

Source of Revenue

96-3835-486000 GRANT REVENUES	\$ 500,000
Total Estimated Revenues -- ENTREPRENEURSHIP CENTER	<u>\$ 500,000</u>

Project Appropriations

96-4926-519000 PROFESSIONAL SERVICES	\$ 105,398
96-4926-524001 CONSTRUCTION	<u>\$ 394,602</u>
Total Project Appropriations -- ENTREPRENEURSHIP CENTER	<u>\$ 500,000</u>

Section 2: The project undertaken pursuant to this ordinance is in accordance with the Recommended Budget and any changes made during the County Commissioners' budget work sessions.

Section 3: The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy all applicable regulations. The terms of any financing agreement also shall be met.

Section 4: The County desires to expend its own funds for the purpose of paying certain costs of various projects, for which expenditures the County reasonably expects to reimburse itself from the proceeds of debt to be incurred by the County.

Section 5: All expenditures relating to obtaining any bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirements of the United States Treasury Regulations Section 1.150 -2.

Section 6: This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

Section 7: The County intends to seek Federal, State, and/or other grant funding to reduce the amount of loan proceeds. The adoption of this ordinance authorizes the County Manager and/or his representative to apply for and accept such funding if awarded.

1

Section 8: This project ordinance shall be entered in the minutes of the Board of Commissioners of Columbus County. Within five days hereof, copies of this ordinance shall be filed with the finance office in Columbus County, and with the Clerk to the Board of Commissioners of Columbus County. Copies of the Capital Project Ordinance shall be made available to the Budget Officer, the Project Manager, and the Finance Officer for direction in carrying out this project.

This Capital Project shall become effective on October 17, 2022.
ADOPTED, this 17th day of October, 2022.


Ricky Bullard, Chairman
Columbus County Board of Commissioners


LaToya Williams, Clerk to the Board

BUDGET AMENDMENT FY 22/23

Name of Department: FINANCE

Agency Head Signature: _____

Date Prepare / Submitted to Admin: October 11, 2022 Date Received in Admin: _____

Budget Code			EXPENDITURES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
96	4926	519000	PROFESSIONAL SERVICES	(\$6,180)
96	4926	526001	DEPARTMENTAL SUPPLIES	(\$1,500)
96	4926	533000	UTILITIES	(\$24,000)
96	4926	532100	TELEPHONES	(\$4,320)
96	4926	535110	M & R BLDG/GROUNDS	(\$450,000)
Total Net Expense				(\$486,000)

Budget Code			REVENUES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
96	3835	486000	RENTS	(\$36,000)
96	3835	432330	GRANT REVENUES	(\$450,000)
Total Net Revenue				(\$486,000)

This budget revision has been approved by the Columbus County Finance Office:

This budget revision has been approved by the Columbus County County Manager:

This budget revision has been approved by the Board of Columbus County Commissioners on: _____

Signature: Rich Bullard Date: 10/17/2022

Explanation of Increase or Decrease:

DUE TO THE RENOVATIONS SPANNING OVER TWO FISCAL YEARS, WE ARE REMOVING THE ANNUAL BUDGET FOR ENTREPRENEURSHIP CENTER TO BE REPLACED WITH A CAPITAL PROJECT ORDINANCE.

Columbus County, North Carolina

BUDGET AMENDMENT FY 22/23

Name of Department: Health Department

Agency Head Signature: Rhonda J. Smith 10/17/22

Date Prepare / Submitted to Admin: October 6, 2022 Date Received in Admin: _____

Budget Code			EXPENDITURES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
10	5189	512100	Reopening Schools Liaison Salaries	\$67,400
10	5189	512700	Reopening Schools Liaison Longevity	\$2,000
10	5189	518100	Reopening School Liaison FICA	\$6,000
10	5189	518200	Reopening School Liaison Retirement	\$6,500
10	5189	518300	Reopening School Liaison Insurance	\$6,500
10	5189	518910	Reopening School Liaison Christmas Bonus	\$100
10	5189	526000	Reopening School Liaison Office Supplies	\$1,000
10	5189	531100	Reopening School Liaison Travel	\$3,500
10	5189	526001	Reopening School Liaison Departmental Supplies	\$22,000
Total Net Expense				\$115,000

Budget Code			REVENUES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
10	3522	440050	Reopening School Liaison	\$115,000
Total Net Revenue				\$115,000

This budget revision has been approved by the Columbus County Finance Office:

This budget revision has been approved by the Columbus County County Manager:

This budget revision has been approved by the Board of Columbus County Commissioners on: _____

Signature: Rich Bullard Date: 10/17/2022

Explanation of Increase or Decrease:

BUDGET AMENDMENT FY 22/23

Name of Department:

Agency Head Signature:

Date Prepare / Submitted to Admin: Date Received in Admin:

Budget Code			EXPENDITURES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
10	5115	512100	Infant Mortality Reduction Salaries	(\$6,000)
10	5115	518100	Infant Mortality Reduction FICA	(\$200)
10	5115	518200	Infant Mortality Reduction Retirement	(\$200)
10	5115	518300	Infant Mortality Reduction Insurance	(\$3,500)
10	5115	526001	Infant Mortality Reduction Departmental Supplies	(\$250)
10	5115	523900	Infant Mortality Reduction Drugs and Medical	(\$5,507)
Total Net Expense				(\$15,657)

Budget Code			REVENUES	Requested
Fund	Dept	Category	Classification	Increase or (Decrease)
10	3510	430167	Infant Mortality Reduction	(\$15,657)
Total Net Revenue				(\$15,657)

- This budget revision has been approved by the Columbus County Finance Office:
- This budget revision has been approved by the Columbus County County Manager:
- This budget revision has been approved by the Board of Columbus County Commissioners on:

Signature: Date:

Explanation of Increase or Decrease:

Reduction in Funding FY 22/23

MOTION:

Commissioner Byrd made a motion to approve the budget amendments and capital project ordinances, seconded by Commissioner McDowell. The motion unanimously passed.

Agenda Item #23: APPOINTMENTS/RE-APPOINTMENTS/REPLACEMENTS:

Legend: EB = Entire Board
Listed Zone # = Individual Commissioner

- Zone I: Jerome McMillian
- Zone II: Chris Smith
- Zone III: Giles E. Byrd
- Zone IV: Lavern Coleman

- Zone V: Brent Watts
- Zone VI: Ricky Bullard
- Zone VII: Charles T. McDowell

COMMITTEE	ZONE/EB	PERSON(S)	EXP. DATE	BOARD ACTION
The LAB Advisory Board M=McDowell S=Smith	EB	Jobs Foundation Representative Les High (Replace with Jonathan Medford)		Jonathan Medford
Whiteville City Planning - Zoning Board and Board of Adjustment M=Byrd S=Smith	EB	Vacant (ETJ)	8/1/2024	Darian Ransom

RECESS REGULAR SESSION and enter into COLUMBUS COUNTY WATER AND SEWER DISTRICT I, II, III, IV and V BOARD MEETING

At 7:33 P.M., Commissioner McDowell made a motion to recess Regular Session and enter into a **combination meeting** of Columbus County Water and Sewer District I, II, III, IV, and V Board Meeting, seconded by Vice Chairman McMillian. The motion unanimously passed.

Agenda Item #24:

Harold Nobles, Director, is requested Board approval.

TASK ORDER

This is Task Order No. Three (3), consisting of 3 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated June 20, 2022 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order:
- b. Owner: Columbus County
- c. Engineer: Green Engineering, PLLC
- d. Specific Project (title): District III Water System Asset Inventory & Assessment Project No. AIA-D-ARP-0096
- e. Specific Project (description): Columbus County Water District III Provide Engineering Services on District III Water System Asset Inventory and Assessment Project No. AIA-D-ARP-0096 Project.

2. Services of Engineer

3. County's Responsibilities

Owner shall have those responsibilities as set forth in the Agreement between Owner and Engineer for Professional Services dated October 3, 2022.

4. Time of Completion

Engineer will complete and submit the work outlined in this Task Order by April, 2023.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

• Coordination With County Utility Staff	\$2,000.00
• Collect / Scan All County Water System Maps	\$7,000.00
• Prepare List of Assets and Attributes to Survey	\$3,000.00
• Development of Assessment Criteria	\$3,000.00
• Perform Asset Inventory / Assessment (GPS Survey)	\$72,000.00
• Shapefile / Database Creation	\$47,250.00
• Prioritize Assessed Assets for Replacement / Rehabilitation	\$5,250.00
• Budget Development for Inclusion into CIP	\$8,000.00
• County Review / Comment on Budget Recommendations	<u>\$2,500.00</u>
Total Project Cost	\$150,000.00

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

C. Consultants retained as of the Effective Date of this Task Order:

6. Other Modifications to Agreement and Exhibits: N/A

7. Attachments: N/A

8. Other Documents Incorporated by Reference:

9. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is October 3, 2022.

OWNER: Columbus County

By: [Signature]
Print Name: Edwin H. Madden, Jr.

ENGINEER: Green Engineering, PLLC

By: [Signature]
Print Name: E. Leo Green, III, P.E.

Title: County Manager

Title: Managing Member

This instrument has been preaudited in the Manner Required by the Local Government and Fiscal Control Act.

Engineer License or Firm's Certificate No. (if required): P-0115

State of: North Carolina

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Gail Edwards

Name: E. Leo Green, III

Title: Assistant County Manager

Title: Managing Member

Address: 127 W. Webster Street, Whiteville, North Carolina 28472

Address: 303 Goldsboro Street E., Wilson North Carolina 27893

E-Mail Address: gedwards@columbusco.org

E-Mail Address: Elg3@greeneng.com

Phone: 910-640-6630

Phone: 252-237-5365

MOTION:

Commissioner Coleman made a motion to approve the task order and capital project ordinance, seconded by Vice Chairman McMillian. The motion unanimously passed.

Agenda Item #25: WATER DISTRICT IV – APPROVAL of GREEN ENGINEERING’S TASK ORDER NO. 4 for the \$150,000 ASSET INVENTORY GRANT and APPROVAL of the CAPITAL PROJECT ORDINANCE for the PROJECT:

Harold Nobles, Director, is requested Board approval.

TASK ORDER

This is Task Order No. Four (4), consisting of 3 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated June 20, 2022 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data
 - a. Effective Date of Task Order:
 - b. Owner: Columbus County
 - c. Engineer: Green Engineering, PLLC
 - d. Specific Project (title): District IV Water System Asset Inventory & Assessment project No. AIA-D-ARP-0085
 - e. Specific Project (description): Columbus County Water District IV Provide Engineering Services on District IV Water System Asset Inventory and Assessment Project No. AIA-D-ARP-0085 Project.

2. Services of Engineer

3. County's Responsibilities

Owner shall have those responsibilities as set forth in the Agreement between Owner and Engineer for Professional Services dated October 3, 2022.

4. Time of Completion

Engineer will complete and submit the work outlined in this Task Order by April, 2023.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

• Coordination with County Utility Staff	\$2,000.00
• Collect / Scan All County Wastewater System Maps	\$7,000.00
• Prepare List of Assets and Attributes to Survey	\$3,000.00
• Development of Assessment Criteria	\$3,000.00
• Perform Asset Inventory / Assessment (GPS Survey)	\$72,000.00
• Shapefile / Database Creation	\$47,250.00
• Prioritize Assessed Assets for Replacement / Rehabilitation	\$5,250.00
• Budget Development for Inclusion into CIP	\$8,000.00
• County Review and Comment on Budget Recommendation	<u>\$2,500.00</u>
Total Project Cost	\$150,000.00

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

C. Consultants retained as of the Effective Date of this Task Order:

6. Other Modifications to Agreement and Exhibits: N/A

7. Attachments: N/A

8. Other Documents Incorporated by Reference:

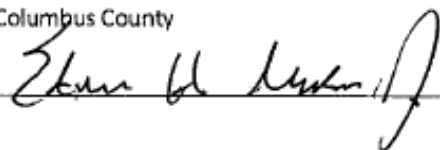
9. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is October 3, 2022.

OWNER: Columbus County

By:



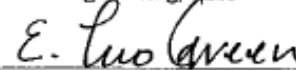
Print Name: Edwin H. Madden, Jr.

Title: County Manager

This instrument has been preaudited in the Manner Required by the Local Government and Fiscal Control Act.

ENGINEER: Green Engineering, PLLC

By:



Print Name: E. Leo Green, III, P.E.

Title: Managing Member

Engineer License or Firm's Certificate No. (if required): P-0115

State of: North Carolina

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Gail Edwards

Title: Assistant County Manager

Address: 127 W. Webster Street, Whiteville, North Carolina 28472

E-Mail Address: gedwards@columbusco.org

Phone: 910-640-6630

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: E. Leo Green, III

Title: Managing Member

Address: 303 Goldsboro Street E., Wilson North Carolina 27893

E-Mail Address: elg3@greeneng.com

Phone: 252-237-5365

MOTION:

Commissioner Byrd made a motion to approve the task order and capital project ordinance, seconded by Commissioner Coleman. The motion unanimously passed.

Agenda Item #26: WATER DISTRICT IV – APPROVAL of GREEN ENGINEERING’S TASK ORDER NO. 5 to PERFORM GRANT FUNDED UPDATES to LAKELAND VILLAGE and APPROVAL of the CAPITAL PROJECT ORDINANCE for the PROJECT:

Harold Nobles, Director, is requested Board approval.

TASK ORDER

This is Task Order No. Five (5), consisting of 3 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated June 20, 2022 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data
 - a. Effective Date of Task Order:
 - b. Owner: Columbus County
 - c. Engineer: Green Engineering, PLLC
 - d. Specific Project (title): District IV Lakeland Village Water System Improvements Project No. SRP-D-ARP-0116
 - e. Specific Project (description): Columbus County Water District IV Provide Engineering Services on District IV Lakeland Village Water System Improvements Project No. SRP-D-ARP-0116 Project.

2. Services of Engineer

3. County’s Responsibilities

Owner shall have those responsibilities as set forth in the Agreement between Owner and Engineer for Professional Services dated October 4, 2022.

4. Time of Completion

Engineer will complete and submit the work outlined in this Task Order by August, 2024.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

• Planning	\$25,000.00
• Engineering Design	\$49,763.00
• Permitting	\$2,500.00
• Engineering Report	\$35,000.00
• Project Administration	\$35,000.00
• Construction Observation	<u>\$60,000.00</u>
Total Project Cost	\$207,263.00

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

C. Consultants retained as of the Effective Date of this Task Order:

6. Other Modifications to Agreement and Exhibits: N/A

7. Attachments: N/A

8. Other Documents Incorporated by Reference:

9. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is October 4, 2022.

OWNER: Columbus County

By:

Print Name: Edwin H. Madden, Jr.

Title: County Manager

This instrument has been preaudited in the Manner Required by the Local Government and Fiscal Control Act.

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Gail Edwards

Title: Assistant County Manager

Address: 127 W. Webster Street,
Whiteville, North Carolina 28472

E-Mail Address: gedwards@columbusco.org

Phone: 910-640-6630

ENGINEER: Green Engineering, PLLC

By:

Print Name: E. Leo Green, III, P.E.

Title: Managing Member

Engineer License or Firm's Certificate No. (if required): P-0115

State of: North Carolina

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: E. Leo Green, III

Title: Managing Member

Address: 303 Goldsboro Street E.,
Wilson North Carolina 27893

E-Mail Address: elg3@greeneng.com

Phone: 252-237-5365

MOTION:

Commissioner Byrd made a motion to approve the task order and capital project ordinance, seconded by Vice Chairman McMillian. The motion unanimously passed.

ADJOURN COMBINATION MEETING of COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV, and V BOARD MEETING:

At 7:36 P.M., Commissioner Smith made a motion to adjourn the combination meeting of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting, seconded by Commissioner Watts. The motion unanimously passed.

Agenda Item #27: COMMENTS:

Chairman Bullard opened the floor for comments. The following spoke:

A. Board of Commissioners:

1. Commissioner Coleman stated the following:

- I'd like to ask Mr. Madden and Mrs. Edwards if we could get some county employees to move voting machines?
- Because some of the folks are kind of elderly, do you think you can check in and see if you can get a few people to help move the voting machines into the proper place?
- County Manager Eddie Madden:** We will certainly reach out to the Board of Elections.
- I appreciate that, and I'd like to thank all of the county employees.
- You all are a fantastic group.
- I hear a lot of talk and I heard someone say that a person's attitude should move a lot.
- If your attitude were a rock and you threw it in a pond it would start a ripple effect of the entire pond, either good or bad.
- I'm encouraging the employees and the people of Columbus County to look at the attitudes we have and let's try to have a good attitude so the ripple is a good one.

-Having a good attitude makes the world a whole lot better and let's work hard to make Columbus County the county it should be.

-I thank the employees and the people of this county, I really appreciate you and your dedication.

2. Commissioner McDowell stated the following:

-Only a couple of things, we won't be meeting again for a while so I want to remind the public that we have a safe night for kids at Lake Waccamaw's Boys and Girls arena on Halloween night at 6 P.M.

-It's a good thing so if anyone is listening and you haven't attended with your children it's safe, obviously, and they will have a good time.

-If I'm not mistaken, time will change before we meet again, so you may be accustomed to seeing children when you drive to work, standing out beside the road and when time changes you may not be able to see them.

-So just be careful and look out for children catching the bus because we've been very fortunate in this county and we haven't had any incidents like that.

-We have a tendency now to not pay as close attention when we're driving because of this or that, so just please pay attention because that would be a horrific event if something like that happened.

3. Commissioner Smith stated the following:

-I just want to say one thing and recognize one person, Mr. Dockery.

-Mr. Dockery, when you say something, especially on Facebook, whose eyes are ears its reaching, but I want to congratulate you when you said, you don't fight wrong with wrong.

-You're one of my heroes.

4. Commissioner Watts stated the following:

-First I want to say that the fair was a big success this year for the county.

-We had record numbers on multiple nights and it's just good to see little kids and the people in the county enjoy themselves.

-Next is the Yam Festival, and I encourage everybody to come to that, it's always a good time and let's remember the Pow Wow.

-Those ladies did a presentation at the fair the other night and I was educated on what they do and things I didn't know, so I want to encourage people to support it.

5. Commissioner Byrd stated the following:

-Mr. Madden, if you would, please speak to the Board of Elections, several people have mentioned to me that they moved their precinct/voting place at the last election and they were not notified and it was kind of hard for them to find somewhere to go vote.

-One was out in the Western Prong area and I think they moved it to North Whiteville and a lot of the folks said they didn't get notified and they went to the normal place and nothing was there.

-There were no notes on the door or nothing to direct them, so we need to make sure that that is taken care of.

-Mr. Madden, I would like for you to write the state a letter and ask them about an area in Commissioner Coleman's district.

-When you go through 87 there where they all connect, one side of the road is 45 mph and the other side is 55 mph and it's congested on both side going through there.

-Are you familiar with what I'm speaking of?

Commissioner Coleman: Yes, I called Representative Brenden Jones about it about a week ago, he's aware of it and he's trying to get someone to look at it. He's trying to get it lowered to 45 mph from the county line up past Livingston Creek because of congestion in that area.

-What I was speaking of, is that if you're headed east its 55 mph, if you're headed west it's 45 mph, on the same section of road.

-It could just be a mistake in putting the signage up, but it's confusing.

Vice Chairman McMillian: Commissioner Coleman, I think what they did was, when you're going east, once you get toward the Brunswick County line the sign changes to 55 mph, but when you're coming in to Columbus County, it changes to 45 mph.

County Manager Eddie Madden: We will follow up on it.

6. Vice Chairman McMillian stated the following:

-As some of the Commissioners stated we want everybody to support all of the events the county is putting on.

-We had great success at the county fair and I told them we need to extend because it was awesome.

-Mr. Dockery I commend you on your quotes and what you put out.

-I've followed you ever since I've been on the Board and one thing I really do appreciate is someone who's real and living what they preach and I appreciate that from you.

7. Chairman Bullard stated the following:

-I enjoyed the fair also but one night almost broke me.

-I enjoyed it though.

- I would like to say to the County Administration, tonight's meeting with all the things that have been done, Mrs. Kay, that \$162,000 in savings, I like that.
- Ms. Kim with the grant-funded liaison position, I like that.
- And, it's really benefiting Columbus County, now and in the future with those savings.
- Just thank you all for what you're doing.
- Mr. Madden, thank you for the grant money you've gotten for this building, I like that and I appreciate it.

B. County Manager Eddie Madden stated the following:

- As you all know, we were invited to participate in an application for the USDA Rural Partners Network.
- We were notified just a few days ago that we were actually selected for that program.
- Along with our partners in Robeson and Bladen counties.
- Sometime next week, the date has not been determined yet, we will have a kickoff meeting in Robeson County.
- In attendance at that meeting will be the U.S. Secretary of Agriculture, Mr. Tom Vilsack and former U.N. Ambassador and current Director of the Domestic Policy Council, Ms. Susan Rice.
- So, it's a very high profile meeting, and as soon as we have the date and time we'll make sure staff and the Board is aware of that if you would like to attend that meeting with us.
- I want to express my gratitude to Nick West and the Emergency Management team, as well as all those involved with the coordination of Hurricane Ian a few days ago.
- Everything ran smoothly thanks to the efforts of our team of experts and volunteers.
- While we were fortunate to have dodged a bullet, we were prepared for almost anything and we had the right team in place to manage any incident that could come about.
- You all have been hearing updates from me about the historic courthouse and the bidding processes and I'm here to tell you that we're having to re-advertise, due to a number of factors, our architect made us aware that we did not receive enough bids to bring it forward to this Board for approval tonight.
- Mr. Dixon, the architect, has re-advertised the project and extended the opening date by 30 days.
- So, sometime in the month of November, not October, the matter will come to you.
- Of course, after re-advertising the second time, if we do not receive additional bidders, you can award that evening.
- So, we're very close, but we've had to extend due to the statutory requirements for bidding.
- Last Thursday, I attended the water conference, held by Congressman Rouzer in Wilmington.
- A lot of information was provided to those in attendance and Morgan was on the Zoom call for that meeting.
- That shows the work and the progress being made in model flood prone areas as well as to provide mitigation support to those areas for future events, so I'm very encouraged by that.
- This Friday, the City of Whiteville and the County will cohost the regional managers meeting.
- that meeting will consist of City and County Managers from the 5 county area, Brunswick, New Hanover, Pender, Columbus and a few others that will be in attendance for a meeting to be held at City Hall.
- Followed by lunch and a tour of all of our facilities, to include this building, so we're looking forward to that.
- I don't know if you all have noticed but in our parking lots, we've placed some banners on our light poles, so take note of those, they're very impressive, and will bring some recognition here to the county in some formal way.
- I think Commissioner McDowell alluded to the possibility that this Board might not be together on November 7th and the reason for that is, the Columbus County School Board has announced that they will hold their first meeting at their new location at the North Campus, Bldg A.
- That same evening we've been invited to attend an open house and stay for their board meeting if we should choose to do so.
- So, it has been recommended that you all give some consideration to joining the school board and that evening instead of meeting here on November 7th.
- We would appreciate your feedback on that if that is something you would like to do.
- I know Commissioner Watts mentioned the events in Tabor City, I know you have a breakfast tomorrow morning and then the Taste of Tabor on Thursday.
- So, put those on your calendar if you don't mind, and that concludes my report.

Agenda Item #28: ADJOURNMENT:

At 7:51 P.M. Commissioner Smith made a motion to adjourn, seconded by Vice Chairman McMillian. The motion unanimously passed. These minutes were typed by LaToya Williams, Clerk to the Board.

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