

**JOINT MEETING MINUTES OF THE PAMLICO COUNTY BOARD OF
COMMISSIONERS, DSS, AND BOARD OF HEALTH
MONDAY, FEBRUARY 20, 2017**

The Pamlico County Board of Commissioners, Board of Health, and DSS Board met in regular session on Monday, February 20, 2017 at 6:30 p.m. in the Conference Room at Department of Social Services. All Commissioners were present. Also present was Board of Health Chairman Cliff Braly, Lori Altman, and Turmoya Bennett, DSS Board Chairman Angelo Midgette, Pat Prescott, County Attorney Jim Hicks, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Courtney L. Norfleet.

Chairman of the Pamlico County Board of Commissioners Paul Delamar called the meeting to order followed by Chairman of the Board of Health, Mr. Cliff Braly, and Chairman of the DSS Board, Mr. Angelo Midgette.

Chairman Paul Delamar recognized Ms. Margaret Henderson from UNC School of Government.

Ms Henderson stated the following objectives for the meeting:

- Share Info (What)
- Explore Interests (Why)
- Explore Options (How)
- Identify Next Steps

Ms. Henderson asked all board members to introduce themselves and the board of which they sit on. She asked each member to go around the room and tell one good thing that Pamlico County's Health and Human Services has now that they would like to keep. They stated the following points:

- Institutional Knowledge
- Staff
- Ensure effectiveness
- Fair and equal representation for everyone in county
- Maintain same services
- Our dedicated people; get them what they need to do good work
- Boards' Leadership Knowledgeable
- Good relationships between departments
- Accessibility; open door
- Personal service to residents
- Make efficient delivery of services

- Role clarity

Commissioner Missy Baskervill arrived.

Ms. Henderson asked all board members to tell what they hope to achieve or gain by changing the current system. They stated the following points:

- Improve morale
- Add new needed services
- Better mental health services
- Expanding partnerships with schools
- More streamlined portal of entry
- Would rather consolidate departments, rather than consolidating across counties
- Prior leadership had been concerning; want consistent strong leadership over time
- Better educational services in here we are and what we do
- Stronger collaboration between DSS and Public Health; and with community as a whole
- Consistent excellence across all programs
- Excellence independent of the leaders
- Continuity of policies and procedures

Ms. Jill Moore from UNC School of Government presented information regarding consolidating Human Services and Public Health. She touched base with the following points:

- Background of the legislation: original intent, evolving clarifications
- Status of other counties and their reasoning
- The options for changes in structure and governance

Chairmen Paul Delamar, Cliff Braly, and Angelo Midgette recessed for a ten (10) minute break.

Chairmen Paul Delamar, Cliff Braly, and Angelo Midgette called the meeting back to order.

Ms. Henderson led a group discussion on the pros and cons of each option presented by Ms. Moore. The consensus of all Boards was to keep the departments as is.

Chairman Cliff Braly adjourned the Board of Health. Chairman Angelo Midgette adjourned the DSS Board.

The Board of Commissioners then turned their attention to the Consent Agenda.

On a motion made by Commissioner Ed Riggs and seconded by Commissioner Pat Prescott, the following resolutions were unanimously approved.

BE IT RESOLVED, the following Budget Amendments are hereby approved.

Department: Senior Services

The original budget is being revised with this Budget Revision. A Budget Amendment will revise the total dollar amount, either increase or decrease, of the original Budget Ordinance. A Line Item Transfer will revise the dollar amounts allocated between different programs in a department with more than one budget code or different line items within a single department code but will not increase or decrease the Budget Ordinance.

FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4930-512100	Salaries & Wages		\$5,700.00
10-4930-555000	Capital Outlay	\$4,000.00	
10-4937-558000	Home Repair Rehabilitation	\$1,700.00	

Reason for Budget Revision: To move funds to purchase a storage building from the Pamlico County High School and to install new sinks and toilets in the dining area of the Senior Center.

Department: Register of Deeds

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4180-549100	Dues & Subscriptions		\$151.00
10-4180-555000	Capital Outlay	\$151.00	

Reason for Budget Revision: To move funds to cover the cost for the implementation of the online index and deed books.

Department: Senior Center

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4931-518200	Retirement	\$667.15	
10-4930-518200	Retirement		\$667.15

Reason for Budget Revision: To move funds to cover retirement expense.

Department: Health Department

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0211-435510	Aid to Counties	\$20,000.00	
10-5110-519900	Contracted Services	\$20,000.00	

Reason for Budget Revision: To recognize revenue and increase expense line item to cover the cost of implementing and supporting an Electronic Health Record.

Department: Animal Control

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0600-400000	Miscellaneous Revenue	\$91.43	
10-4380-519900	Contracted Services	\$91.43	

Reason for Budget Revision: To recognize Animal Control restitution and increase associated expenditure line.

Department: E911

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
47-4326-559900	Technical/Admin. Cost		\$12,000.00
47-4326-535200	M & R Equipment		\$ 2,000.00
47-0000-439900	Fund Balance Appropriated	\$56,000.00	
47-4326-555000	Capital Outlay	\$70,000.00	

Reason for Budget Revision: To move funds to purchase the 911 Vesta Equipment.

Department: Water Department

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
30-7140-529001 GRT	Dept'l Supplies & Chemicals (Grantsboro)		\$5,000.00
30-7140-529001 MIL	Dept'l Supplies & Chemicals (Millpond)		\$5,000.00
30-7140-529001 KER	Dept'l Supplies & Chemicals (Kershaw)	\$10,000.00	

Reason for Budget Revision: To move funds for departmental supplies and chemicals for the Kershaw water plant.

Department: Health Department

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5110-535100	M & R Grounds	\$1,000.00	
10-5110-535300	M & R Auto		\$1,000.00

Reason for Budget Revision: To move funds to replace the hot water heater in the clinic.

Department: Recycling Department

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FISCAL YEAR 2016-2017

ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT (+)	AMOUNT(-)
NUMBER		INCREASED	DECREASED
10-4721-512200	Overtime		\$1,737.00
10-4721-518300	Group Insurance		\$1,500.00
10-4721-535100	M & R Grounds		\$ 250.00
10-4721-525100	Auto Supplies		\$6,000.00
10-4721-519900	Contracted Services	\$7,487.00	
10-4721-519900 WG	Contracted Services-White Goods	\$2,000.00	

Reason for Budget Revision: To move funds to cover line item overruns.

Department: Senior Center

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FISCAL YEAR 2016-2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4930-512100	Salaries & Wages		\$53,148.00
10-4930-518100	FICA Expense		\$ 1,910.00
10-4930-518101	Medicare Expense		\$ 449.00
10-4930-518200	Retirement Expense		\$ 4,436.00
10-4930-518300	Group Insurance		\$13,090.00
10-4930-518600	Workers Comp		\$10,525.00
10-4930-512600	Salaries & Wages-Part Time	\$ 4,800.00	
10-4931-512600	Salaries & Wages-Part Time	\$ 8,120.00	
10-4931-518100	FICA Expense	\$ 755.00	
10-4931-518101	Medicare Expense	\$ 175.00	
10-4931-518200	Retirement Expense	\$ 668.00	
10-4931-518600	Workers Comp	\$ 75.00	
10-4934-512100	Salaries & Wages	\$28,000.00	
10-4934-518100	FICA Expense	\$ 275.00	
10-4934-518101	Medicare Expense	\$ 70.00	
10-4934-518200	Retirement Expense	\$ 2,058.00	
10-4934-518300	Group Insurance	\$11,740.00	
10-4934-518600	Workers Comp	\$ 25.00	
10-4945-512101	Nonexempt Salaries	\$11,734.00	
10-4945-512700	Longevity	\$ 494.00	
10-4945-518100	FICA Expense	\$ 880.00	
10-4945-518101	Medicare Expense	\$ 204.00	
10-4945-518200	Retirement Expense	\$ 1,710.00	
10-4945-518300	Group Insurance	\$11,665.00	
10-4945-518600	Workers Comp	\$ 110.00	

Reason for Budget Revision: To move funds to cover line item overruns.

BE IT RESOLVED, the request to table Board of Health appointments is hereby tabled for two (2) weeks per Board policy.

Chairman Paul Delamar recessed the meeting until Tuesday February 28, 2017 at 9:00 a.m.

Chairman

Clerk to the Board