

**OXFORD, NORTH CAROLINA**  
**February 21 and 22, 2019**

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met for the annual planning retreat in the Meeting Room, at the Granville Expo and Convention Center on Thursday, February 21, 2019 and Friday, February 22, 2019.

***Present were:***

***Chairman:*** Zelodis Jay

***Commissioners:*** Tony W. Cozart      Sue Hinman  
Timothy Karan      David T. Smith  
Edgar Smoak

Owen T. Roberts, Jr. was absent.

***County Manager:*** Michael S. Felts

***County Attorney:*** James C. Wrenn, Jr. (arrived at 4:44 p.m.)  
Gerald T. Koinis (arrived at 7:38 p.m. on Thursday, not present on Friday)

***News Reporters:*** Chris Harris – *Butner-Creedmoor News*

**MEETING CALLED TO ORDER**

At 4:35 p.m., Chairman Zelodis Jay called the meeting to order, gave the invocation and led the Pledge of Allegiance.

**WELCOME AND COMMENTS FROM BOARD MEMBERS**

Chairman Jay welcomed those in attendance and thanked County Manager Felts for leading the recent Strategic Planning meeting and the work from staff on the plan. Board Members made comments and talked about their expectations for the upcoming year. Some of the concerns mentioned were: economy, job creation, broadband, retaining employees, serving our children, long-term debt, municipality updates, budget matters and no tax increase. Chairman Jay said he hoped to hear where Granville County is and where Granville County is going and emphasized everyone working together.

**DINNER BREAK**

At this point, Commissioner Cozart had the blessing and Chairman Jay declared a break for dinner.

**UPDATE FROM GRANVILLE-VANCE DISTRICT HEALTH DEPARTMENT**

Lisa Harrison, Health Director; June Manning, Finance Officer; and Leigh Anne Fowler, Nursing Supervisor; were present for the update from Granville-Vance District Health

Department. Mrs. Harrison spoke from a PowerPoint regarding space and services needs at the Health Department. These are key slides from the presentation:



### Presentation of Space and New Service Needs

Lisa Macon Harrison, MPH  
Shauna Guthrie, MD, MPH  
June Manning, MBA  
Leigh Anne Fowler, RN



**GRANVILLE VANCE**  
public health



### Community Health Assessments Guide our Work and Service Lines

- ▶ The 2018 Community Health Assessment process is just wrapping up, and after careful collection of data from door-to-door opinion surveys, community forums, and secondary data collection, the most recent health priorities our community has identified for the health department to focus on include:
  - ▶ **Mental Health and Substance Use Disorder**
  - ▶ **Youth Well-Being**
  - ▶ **Access to Health Care**

### Three things are combining to lead Granville Vance Public Health to consider a new space



- ▶ **Building Structural Issues** and capital improvement needs are significant.
- ▶ **Integrated Care Needs** have been expressed by the community and by healthcare partners (some are related to the opioid crisis, some are beyond that).
- ▶ **Medicaid Transformation** is here and there will be new ways public health is paid for services to Medicaid patients, which makes up approximately 45% of our revenue. Integrated care and new standards of care (including codes for telemedicine), and addressing non medical drivers of care (housing, transportation, job placement, interpersonal violence, child care, etc.) are part of this change.

## 1. The need for new health department space is clear and present - beyond the fact we have outgrown the size of the current location.

*The following photos are a selection of just a few of the structural issues we have documented at 101 Hunt Drive. The more concerning issues remain underneath the building and recent assessments from an engineer has led us to understand that the solution options on current space will be time-intensive, labor-intensive, and expensive.*

→  
This is the only photo that is *not* really us but feels like us some days



\*\* Photos of issues at the current Health Department were in the presentation at this point.

## 2. Integrated Care and 3. Medicaid Transformation are also inspiring growth and change for public health

- ▶ Space issues in our current location are forcing us to think differently about our potential to be closer to behavioral health providers, but so are these things:
- ▶ Opioid / MAT work led us to integrate behavioral health with Primary Care (MAT = Medication Assisted Treatment for opioid use disorder)
- ▶ Medicaid Transformation focuses on integrated care approaches (and new reimbursement options are forthcoming)

- ▶ Integrated care to us:
  - ▶ Is Primary-care facing, coordinated, whole-person, patient-centered care
  - ▶ Is based on community need, funded in part by grant funds and new reimbursement models with MCOs
  - ▶ Includes public health, primary care, and behavioral health coordinated under one roof



## Integrated Care

“Because circumstances and resources vary greatly across communities, those who want to develop primary care-based MAT in rural areas can also develop unique local solutions as long as they include several essential elements:

- Care coordination;
- Providers with prescription authority;
- Counseling and psychosocial services; and
- Consulting resources.

These elements may be provided in person, *via integrated care*, or through referral, keeping in mind local laws and regulations, as well as rules related to reimbursement for services.”

Moran GE, Snyder CM, Nafzinger RF, et al. (2017, October). Implementing medication-assisted treatment for opioid use disorder in rural primary care: Environmental scan. Volume 1. Rockville, MD: Agency for Healthcare Research and Quality.

## Integrated Care

### What will integrated care mean for the patient?

Integration of primary care and behavioral health care will allow health professionals to coordinate diagnoses and treatments so that they can complement each other. Integrated care should result in fewer medical tests and eliminate repetition of even such simple procedures as blood draws for the patient. It is especially important for doctors treating you to be aware of the medications patients are taking.

An important result of integrated health care delivery for everyone will be **the ability for all health care information to be accessible from one place**. For doctors and other health care professionals, this will make it much easier to monitor all health conditions a person may have and to **coordinate treatments so they don't interfere with each other**. Integrated health care should also result in fewer forms for patients to fill out, leaving less room for error and confusion and higher patient satisfaction.

<http://www.samhsa.gov/healthreform/healthhomes>

Mrs. Harrison then made the following request:

- ▶ **A letter** on behalf of Granville County and GVPH to request a no-cost extension that our current \$300,000 capital improvement grant from Cardinal Innovations for integrated care be extended 1 year.
- ▶ **A lease agreement** with new space in the area on behalf of GVPH at ~\$55,000/year
- ▶ Integrated Care service line support to address community needs and improved health outcomes in mental health and substance use disorder. We request a consideration of a match for the total grant commitment amount received at GVPH for the county to offer **assistance with construction and upfit of new location with one-time funding.**

When asked about a satellite office in the southern end of the County, Mrs. Harrison said to consolidate costs and due to accreditation, they decided not to expand, but it could be considered. She said they need at least 17,500 square feet to accommodate their needs. She noted that they hope to continue operations while their building or another location is upfitted for them.

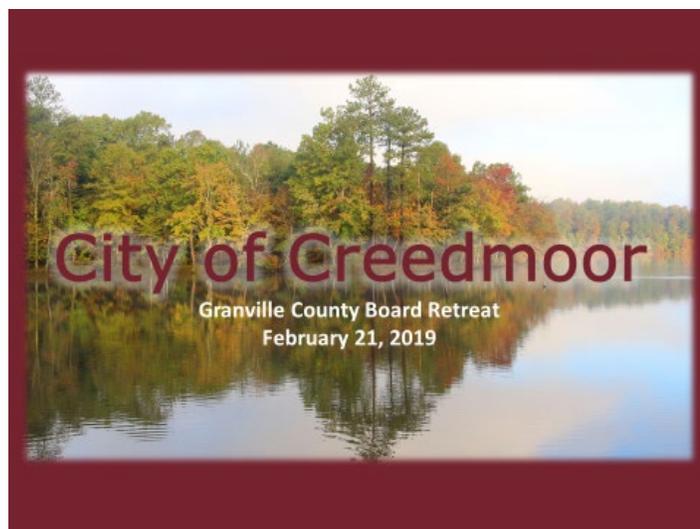
Discussion ensued about options and possible costs for a solution for the Health Department. It was noted that Mrs. Harrison is a member of the Opioid Advisory Committee.

### **PRESENTATIONS BY REPRESENTATIVES FROM BUTNER, CREEDMOOR, STEM, STOVALL AND OXFORD**

Mayor Terry Turner stated that Tommy Marrow, Butner Town Manager, was also present. He said that federal, state, and local government as well as SGWASA need to work together to seek solutions for SGWASA and asked the Board for their help in the matter in order for the County to thrive. He said they are moving forward in 2019 with staff, citizens and elected officials to ensure that Butner is a great place to live, work and visit. He then mentioned the following projects: Veterans Life Center; old fire station renovations;

realignment of West Lyon Station Road and Highway 56 (Gateway Project); Umstead Correctional Property possibilities; and upgrading 2020 Comprehensive Plan.

Mayor Bobby Wheeler recognized Korena Weichel, Creedmoor City Manager, Mayor Pro-Tem Ernie Anderson, Commissioner Herman Wilkerson, Commissioner Neena Nowell, and Commissioner Del Mims. He said that Creedmoor has had an exciting year as several long-term projects are in various stages of implementation and will serve not only citizens of Creedmoor, but will be great amenities for all of Granville County. He said there are two new residential projects under construction – Amberleaf subdivision and Holly Creek apartment complex. He then spoke from the following PowerPoint presentation:



**Cross-City Trail Projects**



- **CMAQ 2 & 3:** Provides 3.1 miles of additional sidewalk/greenways on NC-56 from Lake Rogers to Paddington subdivision.
- **EB-5513:** Sidewalk on NC-15 from Hillsborough to Lake Road.
- Bidding process completed February 15.

### NC 56/US 15 Alignment

- NCDOT project will eliminate the current jog for east and westbound traffic on NC-56.



- Construction expected to be concurrent with Cross City Trail project.
- Estimated completion date—2021.

### Creedmoor Community Center

- Renovation of existing senior center.
- Renovation of old gymnasium to multipurpose room and classrooms.
- Construction of new 15,000 sq. ft. gymnasium.
- \$500,000 PARTF grant.
- \$350,000 pledged from Granville County.
- Public bid opening 2/21.



### Lake Rogers Park Improvements: Phase 1



- Demolition of water treatment plant.
- Construction of new shelter with full handicap accessibility, canoe launch, and landscaping.
- Completion expected March 31, 2019.

## Lake Rogers Park Improvements: Phase 2



- Boardwalk to property on the west side of the lake where approx 3000' of walking trails and fishing platforms are planned.
- Engineering options under consideration.
- If approved, expected completion by Fall 2019.

## Recreation Programs and Events



In addition to recreational sports like basketball, volleyball, and pickleball, a variety of special programs & events are offered.

[www.cityofcreedmoor.org/recreation](http://www.cityofcreedmoor.org/recreation)



- **First Fridays in Creedmoor**  
Bingo Night // March 1, 6-8 pm
- **Merlot & Van Gogh**  
Last Fridays in February – May
- **Book & Movie Club**  
3rd Mondays // 6:30 pm





**Creedmoor Music Festival**  
**SATURDAY, SEPTEMBER 21**  
 Main Street  
 10 am to 6 pm

- 8 bands, 2 stages
- Bluegrass, country, blues, alternative, pop, & classic rock
- 100+ food and craft vendors
- Free children's games & activities
- Free shuttle to/from parking



Mayor Wheeler concluded by saying that he looked forward to working with everyone and noted that the Mayors in Granville County are meeting once a month. He thanked the Board for having them.

Mayor Pro-Tem Susan Cope said that Commissioner Dave Pavlus was in attendance and noted that Mayor Casey Dover was out of the country on a business trip. She then spoke from the following PowerPoint presentation:



**Town of Stem**  
 2018-2019 Year in Review and  
 2019-2020 Preview

**Major Projects Completed in 2018-2019**

- Jack Day Community Park Remodel - Completed Summer 2018
- CMAQ Grant sidewalk project in process and moving forward.
- Planning Board working in parallel to County 2035 Steering Committee on the Town's 5,10,20 Year plan for growth.
- First Town of Stem Community Easter Egg hunt on March 25, 2018
- TRASH - Community and Roadside Clean up April 14, 2018
- Completion of multiple storm water projects through out the town.
- Memorial Day, National Night Out and Veterans' Day Events
- New Town Signs Installed Spring 2018

## Major Projects Completed in 2018-2019

-  First Annual Granville Central Homecoming Parade - Fall 2018
-  Halloween Movie Night October 26, 2018
-  Partnership with Tar River Land Conservancy
-  Enacted Social Media Policy and launched official Town Facebook Page
-  Donated surplus police vehicle to the Stem Fire Department
-  Established Budget Committee and approved 2018-2019 Budget by June 20, 2018. 2018 Audit completed on time.
-  Established quarterly random water testing - Fall 2018

## New Welcome Signs July 2018

- An early priority to visibly show the residents there was new energy on the Town Board
- Commissioner Pivius designed the new signs and oversaw their implementation
- Produced by Cates Signs in Oxford
- Many positive comments by residents and visitors alike



## First Annual Town of Stem Halloween Movie Night October 26, 2018

- Held at the Stem Fire Department Sub-station
- Well attended by the Community
- Double Feature of "It's the Great Pumpkin Charlie Brown" and "The Nightmare Before Christmas"
- Costume Contest



## Stem Clean Up Day April 14, 2018

- ▶ 23 volunteers from age 7 to 70
- ▶ Participants includes Boy Scouts of America, the Granville Green Team, National Junior Honor Society students, Stem citizens and Town Board members
- ▶ Over 40 bags of trash picked up from the roadways around Stem

## Budget Committee

Spring 2018



- ▶ First Annual Budget Committee convened Spring 2018.
- ▶ Five citizens assisted Mayor Dover in preparing the budget.
- ▶ Budget process completed by June 18, 2018
- ▶ 2017-2018 Audit completed on time
- ▶ Improved transparency in the budget process.



## Jack Day Community Park Remodel and Grand Re-Opening



- ▶ Expanded the footprint of the park by 50% and the parking area.
- ▶ Added two larger picnic shelters with barbeque grills and wheelchair accessible picnic tables
- ▶ Commissioner Easter coordinated with Linwood Roberts Construction to complete the upgrades.
- ▶ South Granville Rotary Club installed a Little Free Library at the Park gate in October 2018.
- ▶ Planned upgrades to the play equipment for 5-12 year olds in 2019.

## Drainage Improvements

- ▶ Repairs to town drainage systems to prevent damage to roadways.
- ▶ Adding box inlets to problematic drainage paths
- ▶ Working with the HOAs and homeowners to properly maintain subdivision drainage
- ▶ Working with the NCDOT to maintain state owned culverts and drainage systems.



## Planning Board-Survey Completion and Community Input Forum



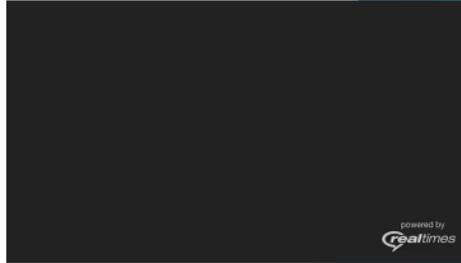
- ▶ Comprehensive Survey carefully drafted and sent to Town residents
- ▶ 113 responses from the Community
- ▶ Follow-up Community Forum Held to obtain additional information



## First Annual Town of Stem Halloween Movie Night

October 26, 2018

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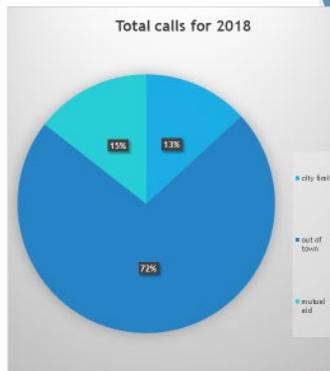


## Stem Police Department

- ▶ Replaced Chief Beal's 2007 police cruiser with a 2018 Dodge Charger.
- ▶ Officer Jay Long honored as the Officer of the Year for the Town of Stem at the Crimestoppers Banquet
- ▶ Participated in Active Shooter Lockdown Drill with other community law enforcement and EMS agencies at Granville Central High School.
- ▶ Attended monthly Crimestoppers meetings
- ▶ Donated gifts to a family in need at Christmastime.

## Stem Fire Department

- The Stem Fire Department went out on 311 calls in 2018.
- 41 calls were within the city limits, 225 were out of town and 45 were mutual aid.
- The Town of Stem currently funds a paid daytime driver for 50 hours a week, 7am-5pm Monday through Fridays.
- 129 calls were received while the paid daytime driver was on duty.
- 27 daytime calls were in town and 102 were out of town, including 13 to Granville Central High School.



## Donation of Dodge Charger to Stem Fire Department

- ▶ After purchase of new police vehicle, the Board designated the old vehicle as surplus equipment to donate to the Stem Fire Department.
- ▶ Retrofitted 2007 Dodge Charger as a First Responder Vehicle.
- ▶ Re-striping provided by the Town of Stem.
- ▶ Detailing donated by Jason Green Detailing of Creedmoor





Mayor Janet Parrott and Mayor Pro-Tem Mike Williford attended from the Town of Stovall. Mayor Parrott thanked the Board for the financial assistance with the CMAQ Grant that helped fund a sidewalk from the town limits to Stovall Elementary School. She reported that additional playground and exercise equipment was purchased for their park using the Recreation Grant from Granville County. She reported that Stovall will be applying for funding for the walking trail; working to lower fire protection rating; updating zoning and fire use plan; and working on improvements at the water plant to improve water quality. She also noted that the bathroom project is complete and the water tank has been painted. It was mentioned that the Senior Center is outgrowing the current space and the concerns with school traffic during drop-off and pick-up at Stovall Elementary School.

Mayor Jackie Sergent and City Manager Alan Thornton gave an update on the City of Oxford and spoke from the following PowerPoint presentation:



## MISSION

*The mission of the City of Oxford is to serve and improve our community by providing high quality, affordable services, sound planning for growth and development, and offering the highest possible quality of life – while maintaining the public's trust through open communication and ethical standards at all times.*

## What's Good?

- City of Oxford Finances
  - At the close of the 2018 fiscal year, the City of Oxford's governmental funds reported a combined ending fund balance of \$5,505,531, an increase of \$568,946.
  - Approximately 50.05% or \$2,936,768 of this total is unassigned.
  - The City's Fund Balance improved from 33.53% in FY 17 to 34.60% in FY 18.

## What's New?

- Drone Acquisition
  - The City of Oxford acquired an Unmanned Aircraft System (UAS) commonly known as a drone.
  - Initial utilization of the City's drone will be in its' public safety departments but will eventually involve Engineering, Public Works, and Planning and Zoning.
  - Acquisition of the drone was made possible by utilizing matching funds made available through a grant award from the NC League of Municipalities.

The DJI Matrice 200 equipped with a Zenmuse



The City of Oxford purchased a new Sutphen Quint Model SL-75 Fire Truck.



## Fire Truck Information

- This apparatus is equipped with an aluminum, mid mount 75 foot aerial ladder attached to a 6 man custom cab chassis.
- It is fitted with a Hale QMAX 2000 gallon per minute pump and will be a primary responding unit for the department. A quint functions as both a rated engine and as an aerial giving the department outstanding maneuverability through tight access points and congested streets.
- Financing was made possible through a 10 year 0% interest loan from the Wake Electric Co-op.

## Downtown Oxford is Changing for the **BETTER!!**

- Tobacco Wood Brewery opened in 2018
- The only brewery in Granville County.



- A Distillery and A Bakery currently have plans to locate in the Downtown area.

## Infrastructure Improvement Progress

- More than \$43 million to date for water/sewer improvement.
  - \$10 million in Grants
  - \$15.3 million in zero percent interest loans
  - \$17.4 million in loans with less than 2% interest
- 750,000 gallon elevated water storage tank under construction.

## KLRWS – WTP Phase 1 and 2

- The KLRWS has begun Phase 1 and Phase 2 of an expansion that will increase their water supply from 10 million gallons to 20 million gallons per day.
- This expansion will increase the City of Oxford's water supply from 2 million to 4 million gallons per day.
- The bidding and construction phases will begin in 2019.

## WWTP Lagoon

- The 2<sup>nd</sup> WWTP Lagoon Project will be completed this year.



## Improvements to City Streets

- A \$1.2 million planned street resurfacing/renovation initiative planned for this (2019) year.
- NCDOT will be doing a significant street resurfacing/repair on State streets in the City.

A Round-a-bout is planned for Spring and Main Streets.



### Community Development Block Grant (CDBG)

- Community Development Block Grant (CDBG) funds are for projects to enhance the vitality of communities by providing decent housing and suitable living environments.
- These grants primarily serve persons of low- and moderate-incomes.
- The City applied for and received a CDBG Grant in the amount of \$750,000.
- This money will be used for neighborhood revitalization in the form of renovation and rehabilitation of multiple homes in the City Limits.



### Other Extraordinary things going on in the City of Oxford.

- Mobile 311 launched to assist the Citizens of Oxford.  Mobile311™
- Work continues on the on the Unified Development Ordinance (UDO). Completion is anticipated this FY.
- The City has received the CAFR for fifteen straight years.
- Oxford achieved National Main Street accreditation.



### Extraordinary things Cont...

- CMAQ Phase 2 is currently in the Design Phase.
- Oxford Parks and Recreation has consolidated under one roof located at the Hix Gym.



Mayor Sergent mentioned a launch party at the old Orpheum Theatre on March 9<sup>th</sup>, new development on Highway 96 and across from Walmart. She thanked the Board for the relationship with the County Manager and Economic Development Director and for the partnership with the County.

County Manager Felts briefly updated municipal leaders on broadband efforts and possibilities for involvement with shared costs for wi-fi hot spots. He said to contact Charla Duncan or him for more information.

**BREAK**

At this point, Chairman Jay called for a short break.

**UPDATE FROM SCHOOL SYSTEM**

Dr. Tom Houlihan, Chairman of the Board Education, recognized Dr. Alisa McLean for an update. She noted that Board of Education Members Ed Mims, Rob Rivers, David Richardson, and Leonard Peace were present. Dr. McLean, Dr. Michael Myrick, Mrs. Beth Day, and Dr. Stan Winborne spoke from a PowerPoint presentation. Some of the slides of the presentation follow:



**County Commissioners' Retreat**  
February 21, 2019

Dr. Alisa R. McLean, Superintendent

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District Goal:

**An "Award Winning /  
World-Class District"**



**GCPS Schools 2017-18**

| Number of Schools            | 20 |
|------------------------------|----|
| Elementary Schools           | 9  |
| Middle Schools               | 4  |
| High Schools                 | 4  |
| Early College High School    | 1  |
| Alternative School (Phoenix) | 1  |
| Blended (Classroom & Online) | 1  |

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## Student Demographics

|                                    |                                  |
|------------------------------------|----------------------------------|
| 33.1% - African American           | 61% - Economically Disadvantaged |
| .2% - American Indian/Alaskan Nat. | 16% - Exceptional Children       |
| 18.1% - Hispanic                   | 9.25% - AIG                      |
| 2.3% - Two or More Races           |                                  |
| .3% - Native Hawaiian/Pacific Is.  |                                  |
| 39.3% - White                      |                                  |

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## Human Resources

### Basic Facts

- 1130 employees (full and part time)
- 449 Teachers
- 103 Teacher Assistants (EC & Pre-K-3)
- 24.5 Counselors
- 4 Social Workers
- 52 National Board Certified Educators
- 170 employees with Master's Degree or higher

### Points of Pride

- Teacher turnover rate lower than 4 of our 5 neighboring counties (2017-18 - **16%**)
- 10% local supplement
- Strong Beginning Teacher Support Program
- Aggressive *international* recruiting efforts
- Annual local Winter Job Fair
- Tuition reimbursement program for employees
- Prospective Teacher Scholarship for GCPS High School Seniors

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## #1 Goal: Safety First Districtwide Safety Task Force Schoolwide Safety Plans & Drills

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## Safety & Security

### Security Upgrades

- Buzzer/Camera Entry Systems
- Security Camera Contract - ALL Schools
- Signage
- Perimeter Fencing - 1.5 miles!
- Exterior Lighting - LED

### Safety Events

- Live Action Active Shooter Drill for school leaders
- 1st EVER District Safety Summit
- First Responder and Basic Medical Training for school leaders 3-30-19

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### Phoenix Academy

- New Behavioral Modification / Alternative Services
  - Added teachers
  - Added Social Worker
  - Added Electives
  - Added Elementary

**THANK  
YOU!!!**

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- Project Arrow
- Reins of Change
- Wiping Out Violence Through Education
- Granville County 4-H Youth Development
- NC-Works EXTGEN
- Granville County DSS/Teen Court

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## Curriculum and Instruction & Student Services

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### Overall Instructional Goals This Year:



**SAG 17-18 District Level**

| District Name            | Year | Test          | Subject    | Grade         | Growth Measure | Standard Error | Index | Level Category                |
|--------------------------|------|---------------|------------|---------------|----------------|----------------|-------|-------------------------------|
| Granville County Schools | 2018 | End of Course | Biology    |               | 1.65           | 0.24           | 6.90  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Course | English II |               | 0.32           | 0.21           | 1.54  | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Grade  | Math       | 4             | 0.52           | 0.54           | 0.96  | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Grade  | Math       | 5             | 2.57           | 0.49           | 5.28  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Grade  | Math       | 6             | -0.20          | 0.49           | -0.40 | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Grade  | Math       | 7             | 1.85           | 0.49           | 3.78  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Grade  | Math       | 8             | -4.07          | 0.60           | -6.79 | Does Not Meet Expected Growth |
| Granville County Schools | 2018 | End of Grade  | Math       | Across Grades | 0.40           | 0.23           | 1.72  | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Course | Math I     |               | 0.51           | 0.24           | 2.16  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Grade  | Reading    | 3             | -0.69          | 0.57           | -1.22 | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Grade  | Reading    | 4             | 1.37           | 0.55           | 2.47  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Grade  | Reading    | 5             | 0.69           | 0.52           | 1.34  | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Grade  | Reading    | 6             | 0.24           | 0.51           | 0.48  | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Grade  | Reading    | 7             | 2.62           | 0.54           | 4.81  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Grade  | Reading    | 8             | 1.83           | 0.57           | 3.20  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Grade  | Reading    | Across Grades | 0.98           | 0.22           | 4.40  | Exceeds Expected Growth       |
| Granville County Schools | 2018 | End of Grade  | Science    | 5             | 0.00           | 0.30           | 0.01  | Meets Expected Growth         |
| Granville County Schools | 2018 | End of Grade  | Science    | 8             | -0.47          | 0.27           | -1.74 | Meets Expected Growth         |

**ACT WorkKeys Assessment**

**NCRC: National Career Readiness Certificate 17-18**  
*Also known as the WorkKeys Assessment*

| Year    | Level of Certification |      |        |        |
|---------|------------------------|------|--------|--------|
|         | Platinum               | Gold | Silver | Bronze |
| 2017-18 | 22                     | 47   | 101    | 52     |
| 2016-17 |                        | 47   | 153    | 51     |
| 2015-16 |                        | 51   | 147    | 39     |

**Recent Grant Awards**

| Name of Grant   | Total Award | Funding Source                        |
|---|-------------|---------------------------------------|
| <b>To and Through Advising Challenge Grant</b><br>-Counselors                                 | \$90,000    | The Bill and Melinda Gates Foundation |
| <b>21st Century Community Learning Center Grant</b><br>-After School: Creedmoor & West Oxford | \$839,100   | U.S. Department of Education          |
| <b>School Resource Officer Grant</b><br>-Increased from 5-to-9                                | \$100,000   | NC Department of Public Instruction   |
| <b>School Mental Health Personnel Grant</b><br>-Social Workers-2                              | \$81,000    | NC Department of Public Instruction   |
| <b>Digital Learning Initiative Implementation Grant</b><br>-Google Certified Teachers-92      | \$149,776   | NC Department of Public Instruction   |

# Financial Update

- For the year ended June 30, 2018
  - **Clean Audit** - Financial Auditors noted during the exit conference that *"GCPS has a very well run finance office."*
  - Board of Education & Independent Auditors stressed a reduction in use of fund balance
  - Maximized Use of State Resources
  - Saved taxpayer dollars throughout the district

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2018-2019 Budget Resolution focused additional resources on:

- **Instructional Support**
  - Targeted Assistance to Low Performing Schools
  - BSES/BSMS STEAM Lead Teacher/Coordinator
  - Granville Academy Positions- Blended Learning Option
- **Health and Safety**
  - Psychologist & Social Worker Positions
  - School Resource Officers (2)
  - Phoenix Academy Instructional Staff (4)
  - Preventative Maintenance Staff Member

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For Budget Year 2018-2019

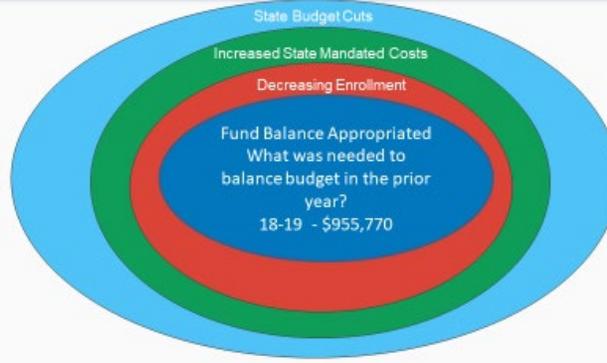
- Budget Resolution
  - Reflected Fund Balance Appropriated of \$955,770
  - Board of Education has taken action to reduce the use of fund balance for 2019-2020.
  - **The total of the recent actions could result in an annual savings of \$778K (plus an additional \$40k beginning in 2021)**

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## Financial Challenges

Reasons for use of Fund Balance

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- **District Budget Committee consists of:**
  - Principals
  - Assistant Principals
  - Teachers
  - Classified Staff
  - Parents
  - Community Representatives
- **Goals of the Committee:**
  - School Finance Education
  - Input on needs and areas for increased efficiencies

## Operations & Auxiliary Services

## Transportation

### Basic Facts

- 103 Yellow Buses (13 spare)
- 17 Activity Buses
- 45 total vehicles (cars, trucks)
- 1,218,204 yellow bus miles 2017-18 academic year
- Approximate cost of yellow bus - \$2.18 per mile
- 6.5 full time mechanics
- 1 fuel truck driver

### Points of Pride

- **2018 NC State Safety Inspection - Best score (lowest) in the history of the department (31.6)**
- Better (lower) than the regional average (37.8)
- No 'parked' buses (with serious violations)
- **All** buses, vehicles monitored by GPS system, tracked in real time
- **"Here Comes the Bus"** mobile app for all parents
- 12 buses with security and stop-arm cameras

### Basic Facts

- 61% of K-12 students qualify for Free or Reduced Cost meals
- 338,651 breakfasts served in 2017-18
- 694,851 lunches served in 2017-18
- 72 cafeteria staff
- 3 office staff

### Points of Pride

- **Summer Feeding Program** - free meals to all children (11,342 lunches and 6,923 breakfasts)- Grant
- Online free & reduced lunch application
- Flexible feeding options for students (grab and go breakfast, healthy menu items)
- Reduced plastic and styrofoam usage
- Local business and community funds donated for overdue accounts

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## Capital Outlay

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### Basic Facts

- 18 campuses on 611 acres of land
- 1.5 million square feet of climate-controlled space
- **9 maintenance staff, 1 Director, 1 secretary**
- Annual budget of \$1.3 million (capital outlay and operations)

### Points of Pride

- County Commissioners partnered to provide **\$15M for HVAC & Roofing needs**
- Air Quality Monitoring by 3rd party scientific experts at all facilities
- LED lighting replacement program
- School beautification and landscaping program underway
- 6000+ work orders completed annually

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- Allocated \$15 M
  - \$10M HVAC
  - \$5M Roofing

**THANK YOU!!!**

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## ROOFING Updates:

|                          |                    |
|--------------------------|--------------------|
| Phase 1 (underway)       | \$268,721          |
| Phase 2 (Bids in Spring) | \$4,083,020        |
| Phase 3 (Planning)       | <i>TBD</i>         |
| <b>TOTAL:</b>            | <b>\$4,351,741</b> |

## Roofing + HVAC Summary

|                | Obligations to Date<br>(1-23-19) | Planned Estimates  | Balance for Next Phase         |
|----------------|----------------------------------|--------------------|--------------------------------|
| <b>Roofing</b> | \$268,721                        | \$4,083,020        | \$648,259<br>(of \$5M)         |
| <b>HVAC</b>    | \$4,780,868                      | \$4,889,000        | \$330,132<br>(of \$10M)        |
| <b>TOTAL</b>   | <b>\$5,049,589</b>               | <b>\$8,583,020</b> | <b>\$978,391</b><br>(of \$15M) |

## Collaboration

- County Manager & Superintendent
- Quarterly Liaison Committee
- Faith-based partners
- “Experiences & Opportunities”
- 3-5 year Plans

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## Upcoming Events You're Invited

Lunch and Learn - March 1st 12:00 noon 1:00 PM  
 First Responder Workshops - March 30th - NGMS  
 Night of Kindness - April 23rd 6:00pm NGMS Auditorium  
 Evening of Excellence - May 2nd 6:00pm SGHS Auditorium  
 NC WorkKeys Celebration - May 9th - NGMS Auditorium

Graduations GECHS - May 17th VGCC Main Campus  
 SGHS - June 15th 9:00am  
 GCHS - June 15th 1:00pm  
 Granville Academy - June 15th 4:00 pm  
 JFW - June 15th 7:30 pm

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After the presentation, Dr. Houlihan said they continue to face challenges, but are proud of their students. He said they appreciated the partnership with the Board.

At this point Board members made comments and asked questions.

### **LEGISLATIVE ISSUES AND UPDATES**

Senator Mike Woodard said he was representing Granville County now due to redistricting. He talked about Medicaid transformation and expansion, the opioid crisis, education and capital needs, and transportation issues including the East End Connector. He also mentioned economic development through the Main Street Initiative and historic tax credits.

Representative Yarborough noted that Senator Woodard touched on most items. He said he had interest in increasing access to insurance instead of Medicaid expansion in order to save rural hospitals. He also mentioned broadband expansion, teacher pay by supporting the system, more counselors, and work on the Falls Lake Rules and grants for SGWASA.

Representative Garrison talked about the five legislative goals including unfunded mandates, social services, education and teacher pay, broadband efforts, development of Triangle North Granville and subdivision roads.

Board members made comments and asked questions. County Manager Felts asked the legislators to look at the legislative goals as they are important to Granville County. He noted that he was hopeful that something with capital school funding would happen and that the money would not be too restrictive. Lisa Harrison, Health Director, thanked legislators for advocacy for rural communities.

Chairman Jay thanked everyone for attending the session.

### **BOARD WENT INTO CLOSED SESSION**

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Tony W Cozart, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board returned to regular session.

### **BOARD TOOK ACTION REGARDING HUNTING LAWS**

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved authorizing the County Attorney to work with the County's legislative delegation to have a local bill introduced to simplify and

consolidate the regulations governing hunting in Granville County consistent with the draft that was provided to the Board for review.

**COMMISSIONERS RECESS**

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board recessed until Friday, February 22<sup>nd</sup> at 8:15 a.m.

**BOARD RECONVENED ON FEBRAURY 22, 2019**

Commissioner Cozart had the invocation before breakfast. After breakfast, Chairman Jay called the retreat to order.

**LOCAL GOVERNMENT FEDERAL CREDIT UNION**

Darlene Jacobs, with the Local Government Federal Credit Union, made brief comments as they helped sponsor meals for the retreat.

**GRANVILLE ATHLETIC PARK PHASE III PROJECT UPDATE**

Charla Duncan, Management Analyst, gave an update on the Granville Athletic Park (GAP) Phase III and spoke from the following PowerPoint presentation:



# Updated Site Plan & Amenities

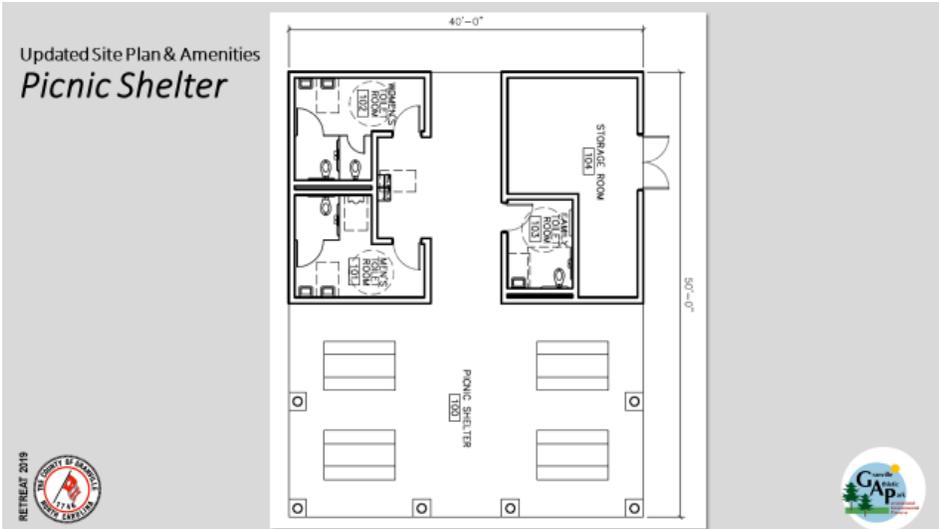


# Updated Site Plan & Amenities



# Updated Site Plan & Amenities

## Picnic Shelter



### Updated Site Plan & Amenities *Playground*

- Easy access to parking with paved walkway
- Fence
- Near picnic shelter and restrooms
- Inclusive play equipment
- Pour in place rubber
- Located near adult fitness stations
- Small walking track
- Vary textures and elevations-encourage imagination



### Updated Site Plan & Amenities: *Focus on Recreation for All*

- 2015 recreation survey results and Granville County parks inventory determined amenities
- Strong need for inclusive equipment and recreation options for children, youth, and adults of varying abilities and needs
  - Playground surfacing
  - Swings and other equipment
  - Family restroom
- Getting everyone active
- More recreation opportunities for adults



## Grants Funding

- National Parks Service Land and Water Conservation Fund Grant (LWCF) = \$250,000
- NC Parks and Recreation Trust Fund (PARTF) = \$300,000

*Upcoming opportunity...*

United States Tennis Association (USTA) Facilities Assistance Grant



## The Incinerator Disc Golf Course



## United Way Partnership

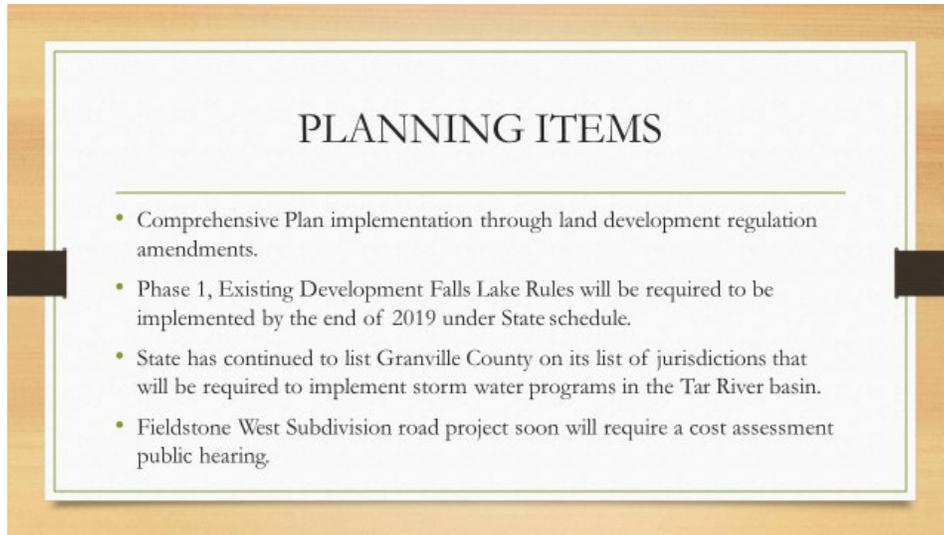


Ms. Duncan noted that the amenities for the expansion are based on the recreation survey results and include more inclusive playground equipment. When asked, she said she hoped the project would begin summer of 2019 with a completion in 12 months. The tennis courts will allow for some tennis tournaments and there will be room for the addition of more courts and expansion. Several Board members noted the need for pour in place surface and its benefits.

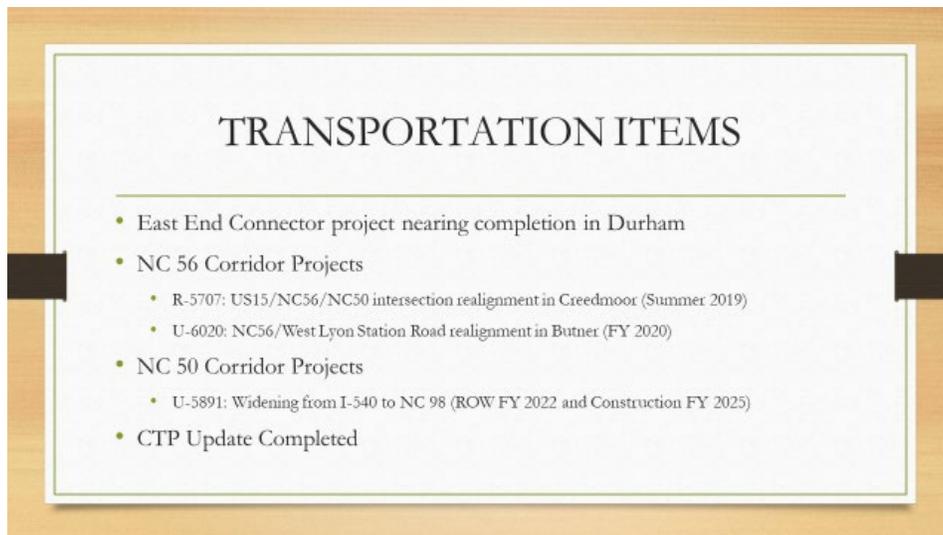
### **BOARD HEARD UPDATE FROM DEVELOPMENTAL SERVICES**

Barry Baker, Planning Director, updated the Board on current development trends and pointed out the following:

- 615 zoning permits were issued in the County in 2018, an increase of 8%
- 325 zoning permits for single-family dwellings in 2018, 257 were site built (79%), 122 in Falls Watershed (38%)
- 84 minor subdivision lots; 54 major subdivision lots
- Town of Butner approved 346 major subdivision lots
- City of Creedmoor approved 41 lots in Amberleaf with another 51 lots projected before end of 2019



Justin Jorgensen, Senior Transportation Planner, highlighted the following transportation and greenway items:



**BOARD HEARD UPDATE ON BUILDING INSPECTIONS AND CONSTRUCTION PROJECTS**

Scott Phillips, Development Services Director, reported that Planning had hired two new employees. He then gave an update on building inspections as follows:

- Residential permits – 691 permits issued in 2018; 235 site built, 17 modular, 56 manufactured housing, 111 remodels & additions, and 272 other
- Building permits – \$112,311,367 in construction values; \$7,724,900 industrial, \$43,539,089 commercial, \$61,047,378 residential
- Building permits – revenues increased from 2017 to \$585,915
- Building permits – work load slightly decreased to 6144 in 2018

Mr. Phillips then reviewed the following slides:

**Inspections Items-Moving Forward**

- Permits and scheduled inspections for the area of Creedmoor have been relatively slow since we incorporated this area into our jurisdiction this past year. The outlook for 2019/2020 will increase our workload with the development of Meadows subdivision in Butner and Amberleaf in Creedmoor.
- Arthur Harris will be retiring in June of this year. Mr. Harris has been with our Department since 2002 and holds level II certificates in all trades. With his retirement, the Department will have four fulltime Building Inspectors, not including our Fire Prevention Inspector Joe Seagroves.

- Joe Seagroves has been training with the Fire Marshall's office and has obtained his Probationary Level II certificate in Fire Prevention. Joe will start training with Inspections this spring so he can obtain certificates in Building, Electrical, Plumbing and Mechanical trades to assist our workload when needed.
- It is our objective to start processing Fire Prevention permits for new commercial construction and renovations beginning July 1<sup>st</sup>. This addition to Inspections permitting will be a great benefit to contractors as well as property owners who may have questions regarding Fire Prevention requirements when speculating building improvements or additions.

Mr. Phillips then gave the Board a brief review of the following capital improvement projects:

**Courthouse Projects**  
(Completed)

|   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Exterior Painting Needs           <ul style="list-style-type: none"> <li>• Work consisted of Windows, Main St Entrance, Cornices/Soffit, Belltower &amp; Foundation Stucco.</li> <li>• Project was completed at a cost of \$41,111.77, or \$211.23 less than anticipated.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Duct Cleaning and Mold Abatement           <ul style="list-style-type: none"> <li>• Air Quality Sampling found a moderate level of mold contamination within the HVAC duct work &amp; equipment.</li> <li>• Project was completed at a cost of \$26,404.17, or \$1,269.83 less than anticipated.</li> </ul> </li> </ul> |
|---|--|

### Scalehouse for the Butner Convenience Site (Completed)

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- This project was approved to replace the aging Scalehouse in May 2018.
- New 560 SF building includes office, restroom, and break area.
- Building and site improvements were completed this month for a total cost of \$84,398.11, or \$5,098.11 more than anticipated.

### Granville County Landfill C&D Closure (Substantially Complete)

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- Project was awarded in May 2018.
- During the first phase of construction the area of buried debris were found to be 42% larger than the work scope issued by Joyce Engineering.
- The total cost for this project is \$773,937.96, or \$184,727.96 more than anticipated.
- The Closure Certification has been submitted to NC Department of Environmental Quality for review and acceptance.

### Law Enforcement / Detention & Animal Shelter

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#### Background Summary

- Construction began in November 2018 with an estimate completion date of April 2020.
- The construction budget is set at \$29,526,527.00 and includes the CM's fee, allowances, contingency, and bonds & insurances.
- The County's contingency was set at \$600,000.00; \$564,939.00 is remaining.
- The Furniture, Fixtures & Equipment budget is set at \$1,136,000.00.

A groundbreaking will be held for the Law Enforcement Center on March 12<sup>th</sup> at 2:00 p.m.

## Granville Athletic Park Phase III Expansion

### Background Summary

- Based on a survey completed in 2015 additional recreational needs were defined through the process. In response to these needs an expansion to the Granville Athletic Park was proposed for the 12(+) acres located on the east side of Jonesland Drive / Belltown Road. The proposed expansion would include six tennis courts, two sand volleyball courts, three horseshoe pits, ¼ mile of paved walking trail, restrooms/shelter, inclusive playground, and parking.

- After receiving a \$250,000 LWCF grant and a \$300,000 PARFT grant, approval was granted in February 2018 to awarded a contract for design services to C3 Design and Engineering PLLC.
- The design schematic and development phase has been completed incorporating the grant requirements within the site. The proposed site plan encompasses 5 ½ acres of the 12 acre parcel leaving space for future development, and takes into account grading economy, stormwater control and vehicle / pedestrian accessibility.

### Estimated Construction Budget

- The construction estimate provided by C3 Design and Engineering totals \$1,509,289.59 and includes a 10% contingency. It should be noted that the total amount incorporates the premium material selections such as poured rubber surfaces and turf lawn areas. Economizing this items with materials of suitable function would potentially save \$225,500.

### Schedule

Once the proposed site plan is approved to move forward, the construction documents and permit applications can be completed by May 2019. The bidding process would extend into July with an anticipated construction start in August 2019.

When asked, Mr. Phillips noted that a site plan needs to be adopted to move forward with the GAP Phase III expansion. After review of the site plan, the Board took action.

**BOARD APPROVED GAP PHASE III SITE PLAN**

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved adopting the GAP Phase III Site Plan as presented.

**UPDATE FROM DEVELOPMENTAL SERVICES CONTINUED**

Mr. Phillips continued with projects needed:

**Exterior Renovation  
122 Williamsboro Street**

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*Project Need - History*

- The need for this project is to address the deteriorated brick surface and sealants needed to stabilize the exterior from weather.
- In 2013 the County retained REI Engineers to perform a roof and exterior wall system assessment. The report detailed the conditions of the roof and exterior walls and provided recommendations and cost estimates for the proposed work.

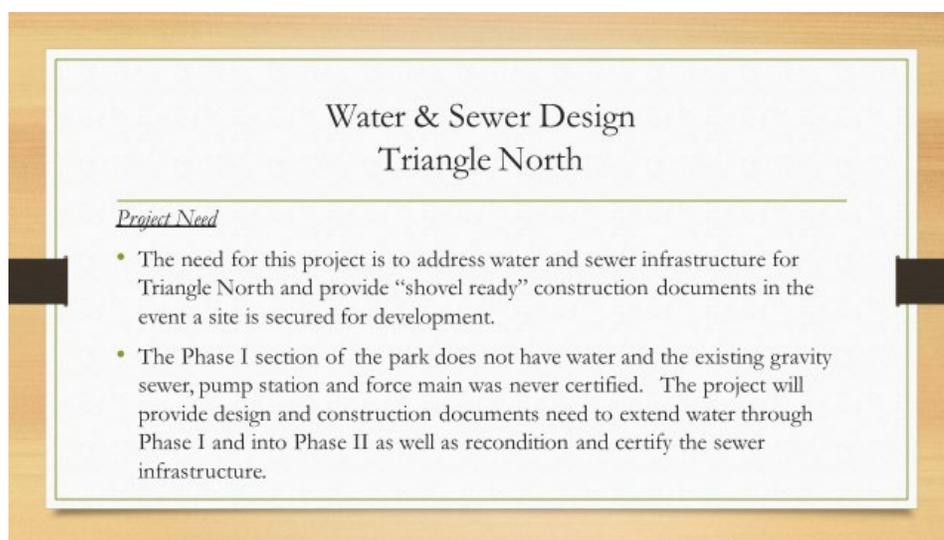
*Project Work-Scope*

- The work scope would address the basic needs which include;
  - Removal of the existing delaminated exterior coating.
  - Removal of the deteriorated mortar and re-point the brick mortar joints.
  - Replace the existing window and door sealants.
  - Clean and paint the 1<sup>st</sup> and 2<sup>nd</sup> floor steel lintels.
  - Painting of the exterior.
- In addition to the itemized work scope we would recommend repairs on the exterior steel fire escape stairs.

*Estimated Project Budget*

- A budget estimate was obtained from a local restoration and waterproofing company that specializes in masonry repairs and restoration. Although the work scope estimated by this firm follows the basic needs outline in the REI report it does not include a "15-year warranted system", or the 2<sup>nd</sup> floor lintel replacement as recommended in the 2013 report.
- The budget estimate for the exterior brick work is \$362,911.00. Based on our review of the proposal we feel that the cost is slightly higher than what may be anticipated when competitive pricing is requested, however, given the restoration nature of the project and including the needed work to the exterior fire escape stairs we would recommend a funding level of \$375,000.

Discussion ensued about renovations for a short-term solution versus a long-term solution and space needs at 122 Williamsboro Street. The Board decided to look at options for 122 Williamsboro Street, Oxford at a later Board meeting.



Mr. Phillips also mentioned that the extension of New Commerce Drive to Knotts Grove Road for the Law Enforcement Center and Animal Shelter is needed now and that it is on his project list.

#### **BOARD HEARD UPDATE ON ECONOMIC DEVELOPMENT**

Harry Mills, Economic Development Director, gave an update on economic development. He mentioned the following items:

- Granville County has changed to a Tier 2 ranking, beneficial for getting grants
- Granville County is a finalist for Project Tiger
- Granville County is in the running for Project Ramesh

Mr. Mills thanked County staff for assistance to help streamline processes for a hemp company that moved into the old Burlington Industries building; thanked Raymond Allen, Park and Grounds Director, and his staff for help with clean-up of the Triangle North Granville site on short notice for site visits; and thanked Commissioner Karan for serving on the Economic Development Advisory Board.

#### **BREAK**

At this time, Chairman Jay called for a break.

#### **UPDATE FROM HUMAN RESOURCES**

Wendy Pennington, Human Resources Director, thanked the Board for her time at Granville County as she will be moving and has taken another position. She referred to information in the agenda packet regarding resignations/terminations by month, turnover by department, and other statistics. She noted that 35 employees left in fiscal year 2017-2018 (3

retirements, 29 resignations and 3 dismissals, noting 11 of the 35 were from Social Services).

She noted that in the last four years the following have been added to the benefits package:

- 401(k) match
- EAP (Employee Assistance Program)
- Increase to dental coverage
- Added telemedicine to health insurance
- Implemented two days of paid bereavement leave
- Increased parental leave from four to sixteen hours
- Enhanced the wellness program
- Recognized employees for years of service at employee breakfast in December
- Implemented online application program

County Manager Felts said that they are working to get to the 6% benchmark and Mrs. Pennington noted that 10% of employees are 61 or older. Discussion ensued about the challenges to retain employees and institutional knowledge. He mentioned that the County has been able to stay with Blue Cross Blue Shield insurance with no cost increase to employees the last few years.

Justin Ayscue who will replace Mrs. Pennington as the Human Resources Director talked about the challenges of turnover and how it impacts the County. He noted that turnover has a negative benefit and that enhancing benefit offerings can be used as a retention and recruitment tool. He said that increasing 401(k) match and longevity pay could be used to help. The last pay and classification study was done in 1997. County Manager Felts and Mr. Ayscue suggested a pay and classification study at this time. Board members made comments and asked questions.

#### **UPDATE FROM SOCIAL SERVICES**

Lou Bechtel, Social Services Director, gave an update on Social Services. He passed out a handout and noted that two years ago their turnover was at 20% and is now at 9%. He mentioned the challenges to retain employees due to surrounding counties paying higher salaries and the following challenges for fiscal year 2020 and beyond:

- Salaries
- Document Management System
- Need for on-call workers & additional staff
- NC Fast startup delays for training
- 12 tablets for NC Fast mobile application
- Need for IMC III Lead Worker
- Need for Intake workers
- Family & Medicaid and Adult Medicaid Workers due to increased audit workloads (consider part-time or contract assistance)
- Turnover
- Need for satellite office in southern area

County Manager Felts mentioned that computers need to be replaced every four years rather than five to keep infrastructure working.

Mr. Bechtel noted the issues with employees accruing comp time to deal with work overload, but not being able to use it. He emphasized the need for the pay and classification study. He noted that the Medicaid Team from the State would be back on March 5<sup>th</sup> at 2:00 p.m. for an update on the audit.

### **UPDATE FROM SENIOR SERVICES**

Kathy May, Senior Services Director, referred to a handout and highlighted the following:

- Congregate Meals – 11,818 were served to 266 unduplicated participants
- Home Delivered Meals – 6,957 meals were served to 78 unduplicated individuals
- In-Home Aid Services – 1,685 hours of personal care to 26 unduplicated individuals
- Transportation
  - ❖ Fixed Bus Route (Oxford Loop, through DOT 5310 funding) – 7,301 trips
  - ❖ Para-Transit Route (through DOT 5310 funding) – 2,538 trips
  - ❖ Medical Transportation (through HCCBG funding & DOT 5310 through the COG) – 363 trips
  - ❖ General Transportation (through HCCBG funding) – 1,229 trips
  - ❖ General Transportation (through EDTAP funding) – 4,577 trips
  - ❖ Total one-way trips through all funding resources – 16,008
- Senior Health Insurance Information Program – assisted 743 Medicare recipients and during Open Enrollment for Medicare Part D assisted 565 of those 743 and saved them \$458,387

Mrs. May updated the Board on the Creative Lifelong Learning (CLL) Program. She informed the Board that Marilyn Howard was hired as the part-time Coordinator and the CLL Program has 255 members. She also said that a donation was received from a family in the community to start a Rock Steady Boxing Program that improves the quality of life of those who are living with Parkinson's disease. She noted that Justin Waller, Fitness Program Coordinator, will be trained to teach the Rock Steady Boxing Program and they hope to start it by May.

### **TOURISM UPDATE**

Angela Allen, Tourism Development Director, stated they have gone through a process to create a brand and strategy for promoting Granville County. She then introduced Corey Hughes with the Hughes Marketing Group for a presentation.

Mr. Hughes said that a brand is not something you create, but something you uncover. He talked about the findings from the over 650 surveys that were completed and how Granville

County has been branded as “Uniquely Carolina.” He then talked about the next steps of a “soft” introduction, process of securing partners to help in the marketing effort, and how to coordinate the brand throughout the community.

**LUNCH BREAK AND ROUNDTABLE DISCUSSION WITH DEPARTMENT MANAGERS**

Department Managers were divided into groups to have lunch with Commissioners.

**REVIEW OF FINANCIAL CONDITION AND DEBT**

Steve McNally, Finance Director, reviewed the financial dashboard, debt ratios and other post-employment benefits funding. He explained that Governmental Accounting Standards Board (GASB) 75 requires local governments to report OPEB (other post-employment benefits) liability and that the Local Government Commission recommends setting up a trust. County Manager Felts and Mr. McNally recommended that Granville County set aside \$100,000 per year in trust for post-employment benefits. County Manager Felts said this is an informational item and that he would bring more information about this with the budget for the Board to consider.

**REVIEW AND DISCUSSION OF OPEN PROJECTS**

County Manager Felts referred to a memo of the following items that currently are being worked on or are under review:

**For Review & Update:**

- A. Granville County Animal Control Ordinance – Currently under review with the County Attorney
- B. Granville County Personnel Ordinance – In review and re-write
- C. Armory Facility in Oxford – Survey completed, plan to have item on March meeting
- D. South Annex for Social Services and other County Services – In process
- E. Consideration of joining the NCHIP Plan (Health Plan) – Current recommendation is to hold off

**Open Projects:**

- A. Waste Stream discussions – In Process
- B. Digital Infrastructure Committee (Broadband) – Consider action plan at March 2019 meeting
- C. Fire Services Review Committee – Ongoing – Currently reviewing funding options
- D. Law Enforcement Center Project – In Process – Discussed earlier
- E. Granville Athletic Park Phase III – Discussed earlier
- F. Tax Software implementation – Wrapping up
- G. Storage Area for Emergency Response equipment
- H. Additional Courthouse Office Space – Previous options fell through – Reviewing other options
- I. Recreational Space near or in District 6 - Ongoing
- J. Economic Development Assistance for SGWASA – Pending information and request
- K. Falls Lake Rules – Working with UNRBA
- L. Opioid Crisis Assistance
- M. 2020 Vision Plan – 5-Year Strategic Plan – Completing final year

- N. Information Technology Digital Policy Update – In Process
- O. Commissioner District Tours (Districts 3 & 4) – possibly April & May 2019
- P. Strengthening Partnerships with Airport, Hospital, SGWASA, and VGCC - Ongoing

**Completed Projects:**

- A. Comprehensive Plan – In process
- B. Relocation of the Pollinator Garden from the Wall Street Facility – Ramp realignment on hold
- C. C&D Landfill Closure – Bids are being requested
- D. School Renovations & Financing – Phase 1
- E. Sign at Cooperative Extension
- F. Relocation of General Services Shop – Planned for July 2018
- G. Established Opioid Advisory Committee – Meets 3<sup>rd</sup> Friday of the Month (Except April)
- H. Outdoor Shooting Range – Previous site fell through – No activity planned for this project

Commissioner Smoak talked about challenges at South Granville Water and Sewer Authority (SGWASA) and asked the Board to read the SGWASA handout. He mentioned item J, Economic Development Assistance for SGWASA, being an active project for the County to help them with their challenges.

**STRATEGIC PLAN UPDATE**

County Manager Felts gave an update on year five of the 5-year Long-Range Strategic Plan and noted that staff will begin working on the next Strategic Plan in the fall. He referred to the objectives and strategies and how objectives are being met in the current Strategic Plan including the economic development theme of Grow with Granville, Uniquely Carolina branding, the Comprehensive Plan, employee recognition at the employee breakfast, and increasing volunteers including those at the Animal Shelter and the Senior Center. He commended the Board for the ability to hire a Public Information Officer to be proactive instead of reactive. He said he looked forward to the planning process for the next Strategic Plan.

**BUDGET CALENDAR REVIEW & REVIEW OF PROCESS**

County Manager Felts then gave a brief overview of the budget calendar, located on page 98 of the agenda and talked about the budget process. He said he anticipated the budget being presented in May, followed by a public hearing and workshops, and adoption in June.

**SHERIFF'S UPDATE**

Sheriff Brindell Wilkins Jr. thanked the Board for the continued support and work on the Law Enforcement Center project. He announced that Sharon Johnson, 911 Telecommunicator Supervisor, was spotlighted in the North Carolina NENA 9-1-1 newsletter

and that Trent Brummitt, 911 Communications Director, graduated today from the PSAP (Public Safety Access Point) Manager's Executive Training Program today.

Sheriff Wilkins gave an update as follows: seven new deputies have been hired to help fill the School Resource Officer positions; the K-9 Program and its benefits; work at Methodist Children's Home; a Bill in the works to charge for sitting with inmates at hospitals; scams that citizens deal with; and information on the start of a Granville County Sheriff's Office Teen Law Academy.

Sergeant Edward Cash from the Detention Center gave an update on the Stepping Up Initiative that was started November 15, 2015 in Granville. He reported that focus groups have met to discuss mental health and substance abuse issues and the benefits of diversion rather than incarceration. He talked about the telemental health program that has been implemented by a grant that was obtained and the work of Dr. Coy with the program. He said the three goals of the Stepping Up Program are: the continued support of Dr. Coy, a mental health court, and a final diversion before people come into the system. He noted that all of his officers are now certified in mental health and crisis intervention.

Trent Brummitt, 911 Communications Director, gave an update on 911 Emergency Communications and spoke from the following PowerPoint presentation and a handout. He talked about the challenges of call volume, stress/workload and maintaining qualified staff:



## Items for Discussion

- Overview of Emergency Communications
- Calls for Service
- % Increase in Calls
- Employment Challenges
- Personnel Needs for the Future



## Daily Responsibilities of Telecommunicators and Emergency Communications

- Receive incoming 911 calls & texts
- Receive non-emergency & after-hour service calls
- Law enforcement dispatch
- Fire/rescue dispatch
- EMS dispatch
- National Crime Information Center (NCIC)
- Shift supervision
- Training coordination

*"911 call-takers and dispatchers have always played a critical role in improving the police response to critical incidents of all types..."*

*-Police Executive Research Forum, 2017*

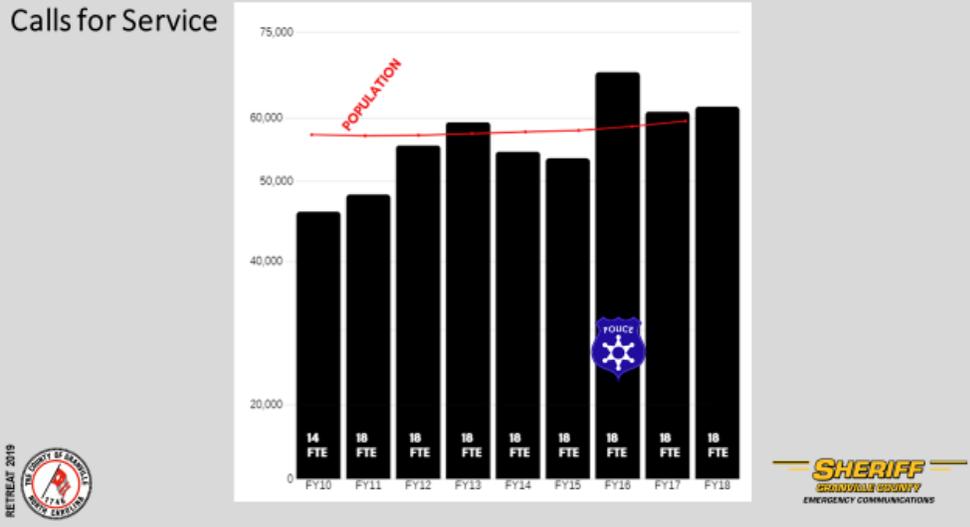


***"This critical communications role is about to expand dramatically because law enforcement agencies and 911 call centers nationwide are about to undertake the most significant overhaul of emergency communications technology since the 911 system was created five decades ago."***

***-Police Executive Research Forum, 2017, in reference to NextGen 911***



## Calls for Service



## % Increase and Full-Time Employees (FTEs)

|                                    | FY 2010        | FY 2011                            | FY 2018                                     | FY 2019<br>(July 2018-January 2019)             |
|------------------------------------|----------------|------------------------------------|---|---|
| Calls for Service                  | 44,848         | 47,717                             | 62,458                                      | 36,000  |
| % Increase                         |                | 6% increase<br>(from FY10 to FY11) | 24% increase<br>(from FY11 through<br>FY18) | Anticipated 34% increase<br>(from FY11 to FY19) |
| # of Full Time<br>Employees (FTEs) | 14             | 18                                 | 18  | 18  |
|                                    | <b>+4 FTEs</b> | <b>+0 FTEs</b>                     | <b>+0 FTEs</b>                              |   |

13% increase from FY2018 to FY2019

GC Strategic Objective 4: Reduce the County's annual personnel turnover rate due to resignations and terminations to less than 6% or less by FY2020.

## Employment Challenges

- Length & cost of training
- Universal training
- Salary
- Attrition/turnover reasons
- Stress
- Long hours
- Adequate breaks
- Mandatory on-call
- Employee morale

GC Strategic Objective 4: Reduce the County's annual personnel turnover rate due to resignations and terminations to less than 6% or less by FY2020.

## Personnel Needs for the Future

- Next Generation 911
- FirstNet
- Increased calls for service
- Lower attrition rates
- Talent acquisition



Sheriff Wilkins noted that approximately 80,000 calls came into the 911 Center and 54,947 calls dispatched services.

### **BOARD APPROVED PURCHASE OF RADIOS FOR THE SHERIFF'S OFFICE AND DETENTION CENTER**

Sheriff Wilkins said that since the Board would not meet again until the end of March, he had a request for the purchase of radios for the Sheriff's Office and Detention Center to replace radios that can no longer be repaired due to parts availability and for the new SRO positions.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved the purchase of 12 portable radios for the Sheriff's Office from RCC (Radio Communications Company) in the amount of \$21,288 plus tax from existing funds for School Resource Officers and replacement radios; and approved the purchase of 31 radios for the Detention Center from RCC in the amount of \$54,994 plus tax from the Inmate Housing Fund.

### **BREAK**

At this point, Chairman Jay called for a short break.

### **FOLLOW-UP DISCUSSIONS FROM RETREAT ITEMS AND KEY TAKE AWAY ITEMS**

Board members recapped the following key take away items from the retreat: broadband; pay and classification study; Granville-Vance District Health Department building issues; SGWASA challenges; Law Enforcement Center and Animal Shelter project; longevity pay; GAP Phase III project; school system challenges; and fire services. Board members thanked staff for their dedication and hard work and talked about the privilege of working

together on a Board and in a County where people get along and want to do what is best for Granville County.

**BOARD APPROVED FAST TRACK SINGLE FAMILY STORMWATER PERMIT PROCESS**

County Attorney Wrenn said he had mentioned previously a general permit for lots over 10 acres for the Falls Lake Rules that would allow a fast track permitting process. He referred to a document with the information and asked the Board to consider the matter.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved adopting the proposed Fast Track Single Family Stormwater Permit process as set out in the information presented to the Board by the County Attorney.

**COUNTY MANAGER RECAP**

County Manager Felts thanked the Board and staff for their participation at the retreat and then gave a brief recap of the retreat and challenges ahead. He reviewed the Legislative Goals and the importance of them for Granville County. He noted that Granville County is in a good financial position.

**BOARD ADJOURNED**

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner David T. Smith, and unanimously carried, the Board adjourned at 3:18 p.m.

Respectfully submitted,  
Debra A. Weary  
Clerk to the Board