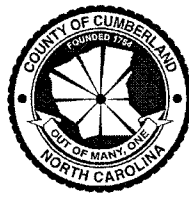


KENNETH S. EDGE
Chairman

W. MARSHALL FAIRCLOTH
Vice Chairman

GLENN B. ADAMS
JEANNETTE M. COUNCIL
CHARLES E. EVANS
JIMMY KEEFE
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CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

MEMORANDUM

TO: Finance Committee Members (Commissioners Council, Faircloth and Lancaster)
FROM: Candice H. White, Clerk to the Board
DATE: November 2, 2015
SUBJECT: Finance Committee Meeting - Thursday, November 5, 2015

There will be a regular meeting of the Finance Committee on Thursday, November 5, 2015 at 9:30 AM in Room 564 of the Cumberland County Courthouse located at 117 Dick Street, Fayetteville, NC.

AGENDA

1. Approval of Minutes – October 1, 2015 Finance Committee Meeting **(Pg. 2)**
2. Consideration of Approval of Joint City/County Homelessness Initiative **(Pg. 11)**
3. Update on the County's Business Intelligence Initiative **(NO MATERIALS)**
4. Other Matters of Business **(NO MATERIALS)**

cc: Board of Commissioners
County Administration
Vicki Evans, Finance Director
Tammy Gillis, Director of Internal Audit and Wellness Services
County Legal
County Department Head(s)
Sunshine List

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CUMBERLAND COUNTY FINANCE COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
OCTOBER 1, 2015 - 10:30 AM
MINUTES

MEMBERS PRESENT: Commissioner Marshall Faircloth, Chairman
Commissioner Jeannette Council (arrived 9:37 a.m.)
Commissioner Larry Lancaster

OTHER COMMISSIONERS
PRESENT: Commissioner Jimmy Keefe

OTHERS: Amy Cannon, County Manager
James Lawson, Deputy County Manager
Melissa Cardinali, Assistant County Manager
Tracy Jackson, Assistant County Manager
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Deborah Shaw, Budget Analyst
Tammy Gillis, Director of Internal Audit and Wellness
Sally Shutt, Governmental Affairs Officer
Brenda Jackson, Social Services Director
Joel Strickland, Fayetteville Area Metropolitan Planning
Organization Executive Director
Ifetayo Farrakhan, Community Transportation Coordinator
Jeffrey Brown, Engineering and Infrastructure Director
Mark Browder, Mark III Brokerage Services
Candice White, Clerk to the Board
Press

Commissioner Faircloth called the meeting to order.

1. APPROVAL OF MINUTES – SEPTEMBER 3, 2015 REGULAR MEETING

MOTION: Commissioner Lancaster moved to approve the September 3, 2015 regular meeting minutes.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (2-0)

2. MEDICAL PLAN UPDATE BY MARK BROWDER

BACKGROUND:

One of the initiatives undertaken by the County’s newly formed Budget Division is the review of major expenditure drivers for the County. Included in this review was an assessment of prior year funding of health insurance. Staff will discuss results of this review as it relates to the

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historical funding of insurance. Additionally, Mark Browder will provide an update on current year claims expense.

RECOMMENDATION/PROPOSED ACTION:

No action by the Committee is needed; this is for information purposes only.

Melissa Cardinali, Assistant County Manager, stated the County's budget division has been reviewing the major expenditures and health insurance is one of the major drivers. Ms. Cardinali stated two of the concerns are that health insurance costs were budgeted across requested positions instead of actual positions, and it appears in prior years the cost of the pharmacy, the Wellness Program and the clinic may not have been included in conversations for the health insurance fund covering the County's health insurance costs. Ms. Cardinali stated it is believed that the cumulative impact of those two items appears to be between \$1 and \$1.4 million to the health insurance fund. Ms. Cardinali stated steps have been taken to ensure that when insurance is analyzed, it is done comprehensively and it is shored up for health insurance. Ms. Cardinali stated one of the primary steps is increased communication between all parties involved in forecasting health insurance needs and the County's funding, which seems to have been a weaker link in the past. Ms. Cardinali stated it is believed that there may be funds available from FY15 to transfer one time to the health insurance fund to correct the budget problem. Ms. Cardinali stated the audit for FY15 is still not complete and the proposal is that upon completion, the appropriate revision will be brought to the Finance Committee for review and approval.

Ms. Cardinali recognized Mark Browder of Mark III Brokerage Services, who provided the following presentation as an update on the County's medical plan:

Historically the County had several years of minimal or no increases to health insurance

- 2010 – 2011: No funding increase due to plan changes
- 2011 – 2012: 9% funding increase – no plan changes
- 2012 – 2013: No funding increase and no plan changes
- 2013 – 2014: 6% funding increase – no plan changes
- 2014 – 2015: 8% funding increase – no plan changes, ACA impact \$700,000
- 2015 – 2016: No funding increase due to plan changes

Knew the positive trend would not continue.

Wholesale changes implemented in anticipation of trend change:

- Wellness program
- Employee clinic
- Employee pharmacy
 - Current pharmacy trend 3.4% over past 4 years versus pharmacy industry trend of 15%
- Despite the positive steps taken, pressures remain on the health insurance fund.

Going into the 2015 – 2016 Plan Year, several changes were made to impact the \$1,800,000 renewal increase.

- Plan design changes were made.

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- Spouse eligibility was modified.
- A dependent eligibility audit was conducted.
 - Result – 176 dependents removed from the plan.

	BCBSNC 150k - 7/14 - 6/15	BCBSNC 150k - 7/15 - 6/16	BCBSNC 150k - 7/15 - 6/16
	Current	Renewal	Option 2
	In-Network	In-Network	In-Network
Primary Care Physician Visits	\$30	\$30	\$30
Specialist Physician Visits	\$60	\$60	\$60
Well Baby Care	100%	100%	100%
Immunizations/Injections	100%	100%	100%
Physical Exams	100%	100%	100%
Pap Smears/Mammograms	100%	100%	100%
Age 26 Adult Children	Yes	Yes	Yes
Deductible	\$1,000	\$1,000	\$1,500
Deductible - Family Maximum	\$3,000	\$3,000	\$4,500
Coinsurance Limit	\$2,000	\$2,000	\$2,000
Coinsurance Limit - Family Ma	\$6,000	\$6,000	\$6,000
Hospital Services	Deductible/20%	Deductible/20%	Deductible/20%
Emergency Room	Deductible/20%	Deductible/20%	Deductible/20%
Pharmacy	\$10/\$45/\$60/25%	\$10/\$45/\$60/25%	\$10/\$55/\$70/25%
Lifetime Maximum	Unlimited	Unlimited	Unlimited
Dependent Eligibility Change		No	Yes
Change	N/A	109%	100.0%
Dollar Increase		\$1,857,678.56	\$0.00

Option 2. Was taken.

Mr. Browder stated at the time renewals are done, all the data for the plan's year end is typically not available so when the FY15-16 renewal was done, claims data was only available through December 2014. Mr. Browder stated claims data for July 1, 2014 through June 30, 2015 is now available and it reveals the following:

- Overall claims increased in 2014 – 2015 by 17%.
- Pre-65 Retiree costs are a significant concern.
- 2014 – 2015 Pre-65 Retiree trend was up 34%.
- 2015 – 2016 Pre-65 Retiree trend is up 44%.
- July 2015 was the highest claims month ever at over \$2,500,000.
- High claimants are up and some of those claims are outside of the plan's ability to control.

Mr. Browder reviewed the following health issues, top health risks and top 15 episodes for Cumberland County employees and stated although Wellness Programs can have a positive impact, it takes time to undo some health conditions. Mr. Browder stated the Wellness

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Program will not only help mitigate claims, it will also improve the health of the employee population and their quality of life.

Health Issues Chronic Condition Cost and Prevalence Most Recent Year

	Employee Prevalence		% Variance
	County of Cumberland	Industry	
Hypertension	44%	31%	13% pts. higher
Back & Joint Disorders	32%	27%	5% pts. higher
Hyperlipidemia	29%	23%	6% pts. higher
Diabetes	18%	13%	5% pts. higher
Obesity	17%	11%	6% pts. higher
Depression	11%	11%	<i>similar</i>
Asthma	8%	6%	2% pts. higher
Coronary Artery Disease	8%	4%	4% pts. higher
Migraine	5%	5%	<i>similar</i>
COPD	5%	2%	3% pts. higher

The conditions above support the Wellness initiatives that the County has implemented

Top Health Risks for Cumberland County Employees

- Weight ----- Cardiovascular Disease, Hypertension, Diabetes
 - Cholesterol ----- Coronary Artery Disease Stroke
- Blood Pressure ----- Heart Disease, Stroke, Heart Failure, Kidney Disease

Top 15 Episodes

Episode	Claimants	Allowed Amount	Allowed Amount/ Claimant	Allowed PMP
Diabetes	481	\$1,066,490	\$2,217	\$23.74
Hypertension	1,287	\$985,133	\$765	\$21.93
Ischemic Heart Disease	169	\$868,797	\$5,141	\$19.34
Malignant Neoplasm - Breast	47	\$738,428	\$15,711	\$16.44
Joint Degeneration - Back	264	\$571,033	\$2,163	\$12.71
Septicemia	25	\$555,541	\$22,222	\$12.36
Chronic Renal Failure	68	\$550,144	\$8,090	\$12.24
Bacterial Lung Infection	37	\$458,315	\$12,387	\$10.20
Routine Exam	1,378	\$438,439	\$318	\$9.76
Joint Degeneration - Knee/Lower Leg	162	\$404,853	\$2,499	\$9.01
Adult Rheumatoid Arthritis	34	\$401,678	\$11,814	\$8.94
Non-Malignant Neoplasm - Female Genitourinary Tract	96	\$349,617	\$3,642	\$7.78
Obesity	428	\$345,810	\$808	\$7.70
Mood Disorder, Depressed	276	\$335,362	\$1,215	\$7.46
COPD	105	\$310,005	\$2,952	\$6.90

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Employee Health Improvement Initiative 2015 – 2016 Incentive Plan Qualifications

- To qualify for the discounted rates, the employee must participate in the biometrics, AND;
- Meet 3 out of the 4 moderate control categories or improve in the categories.

Risk Factor	Moderate Control
Waist Circumference	Waist Circ < 40" Male or 35" Female
<i>Alternative method to qualify</i>	<i>Or improve by 10%</i>
Blood Pressure	< 140/90 mmHg
<i>Alternative method to qualify</i>	<i>Or lose 10/5 mmHg</i>
Cholesterol Ratio	< 5.5
<i>Alternative method to qualify</i>	<i>Or improve by 10%</i>
Glucose	< 199mg/dL (non-fasting)
<i>Alternative method to qualify</i>	<i>Not applicable</i>

- The biometric screenings are October 2015.
- Positive results from Wellness will take time.

Mr. Browder stated wellness is never done and there will be future recommendations.

Mr. Browder provided highlights of the Medical Plan Review and stated data is through August and September's data will be available in two to three weeks. Mr. Browder stated based on claims data, there is about a 12% increase needed for fiscal year 2016-2017. Mr. Browder noted it is early and future claims will come in, but it typically does not get worse so this is a reasonable estimate for the next fiscal year.

Medical Plan Review

- Looking toward the 2016 – 2017 renewal, current plan performance is dictating that an increase is warranted.
- Based on current plan performance and expected funding, an increase of approximately 12% would be needed for fiscal year 2016 – 2017.
- This renewal estimate is early, but the County needs to plan for increasing health care costs.

Mr. Browder reviewed plans for fiscal year 2016-2017 as follows and stated it is unlikely the fully insured options will be more cost effective than the strategy of self-funding which the county currently has. Mr. Browder stated the County is currently limiting about \$1 million in taxation by being self-funded.

2016-2017 Plans

- At this point, marketing the Health Plan is warranted.
- We will review the current funding strategy of self-funding and fully insured options.
- The expectation is the plan will be bid out in December and alternate plan designs will be reviewed.
- At that point, the plan will be reviewed again to assess what, if any, changes should be implemented for FY17.

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Mr. Browder stated the first phase of the Wellness Program is just being implemented and future incentives to address weight permanently will be coming up in discussions for next year. Mr. Browder stated impact is needed on the weight side, which is a common issue throughout the entire County and the other counties with whom he works.

Questions and discussion followed. Options for the Board to consider will be presented in January or February, 2016.

Ms. Cannon highlighted leadership changes made in the County's Wellness Program and advancements made in the area of wellness. Ms. Cannon stated there has also been discussion about branding the Wellness Program and other ideas such as educating employees about the decisions they make with regard to their medical issues. Ms. Cannon stated her understanding from a recent conference she attended is that it takes three to five years to see any cost reduction from wellness initiatives.

3. CONSIDERATION OF CONVERTING 13 TIME-LIMITED SOCIAL SERVICES POSITIONS INTO FULL-TIME POSITIONS

BACKGROUND:

Continued funding for 35 time-limited positions was included in the FY 2016 budget for the Department of Social Services (DSS). These time-limited positions have been in existence for two years to assist in the NCFASST transition, to clear the backlog of food stamp and Medicaid cases and to assist with challenges created by the Affordable Care Act (ACA) enrollment.

Since the adoption of the budget, the United States Department of Agriculture (USDA) notified the North Carolina Department of Health and Human Services (DHHS) of our State's failure to meet the federal regulatory processing requirements for the Food and Nutrition Services Program (FNS). Our State has been placed on a corrective action plan by USDA.

In order to comply with USDA requirements, North Carolina must achieve the processing standards below:

- 85% average statewide timeliness by December 2015
- 95% average statewide timeliness by June 2016

These timeline rates must be achieved to avoid suspension of federal dollars counties receive to administer the FNS program. Currently, Cumberland County receives over \$2 million in federal FNS funds.

On August 26, the Social Services Board met and approved the Director's request to County management for consideration of converting the 35 time-limited positions to permanent positions. Since that time, County management has met with the DSS Director several times to develop strategies to successfully meet all the state and federal mandates. The table below provides FNS caseload data and staffing levels for the top four counties.

County	2015 FNS Household Cases	Percent Increase Since 2008	2015 FNS FTE's	Caseload Per FTE
<i>Mecklenburg</i>	157,400	92%	169.9	926 Cases

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<i>Guilford</i>	95,326	92.5%	66.8	1,427 Cases
<i>Wake</i>	83,220	84%	62.4	1,332 Cases
<i>Cumberland</i>	70,780	77%	43.58	1,624 Cases

The top four counties noted above will determine the statewide success or failure in achieving the federal mandated timeliness standards. The County's research further indicates that all the urban counties except Cumberland have added permanent full-time positions to address the multiple challenges in the FNS and Medicaid program since 2014.

It appears the County's strategy of utilizing time-limited slots and mandatory overtime for the last two years to meet state and federal mandates is not proving to be effective. The County's timeliness rate is less than 70% and its payment accuracy standards are out of compliance as well. In addition, the turnover rates for income maintenance caseworker positions (for FNS and Medicaid) mean the County is continuing to lose experienced staff.

County management believes the County must take immediate steps in improving the quality and timeliness in processing FNS applications. The following steps are recommended:

1. Convert 13 time-limited positions to full-time FNS positions as of October 18, 2015. (No additional funding is necessary since retirement and health insurance has been funded previously for these time-limited positions.)
2. Seek assistance from a third party through June 30, 2016, to assist in the processing of Medicaid applications, which significantly increase during the open enrollment period for the ACA beginning in November.
3. Continue to seek creative solutions, such as non-traditional hours and work weeks, telecommuting, etc., to address the cyclical demands in Medicaid and the on-going challenges in improving our FNS timeliness and accuracy rates.
4. Implement Board approved recommendation to employ Business Intelligence techniques and methodology in reviewing the business processes at DSS to seek efficiencies. This initiative will be advanced once the new positions in the County's Information Services Department have been filled.

Ms. Cannon reviewed the background information and recommended steps as recorded above. Ms. Cannon stated although not included in the information recorded above, there are guidelines about getting food and nutrition benefits or EBT cards within seven days in emergency situations and within thirty days in regular cases; however, in the state's corrective action plan, they have imposed stricter guidelines. Ms. Cannon stated in emergency cases once a food and nutrition application is submitted, the state says that the EBT card has to reach the applicant in four calendar days; this was done to increase the County's compliance. Ms. Cannon stated in regular food and nutrition cases, the state has imposed twenty-five days as opposed to thirty days. Ms. Cannon stated creative solutions are being sought to address these cyclical demands which could include holidays.

Commissioner Council asked whether staff had been pulled from other departments. Brenda Jackson, Social Services Director, stated staff have been pulled from other departments to work

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on Saturdays; however, this can only go on for so long because they also have workloads to complete. Ms. Cannon stated the most urgent need is food and nutrition and Medicaid, and she does not want Cumberland County to be one of the four counties that causes the state to be out of compliance.

Commissioner Faircloth inquired regarding the affect of the four steps as recommended. Ms. Cannon stated it would get the County down under 1,300 and perhaps 1,100. Ms. Cannon also stated funding is already allocated for the thirteen time-limited positions so there is no budgetary impact at this time. Ms. Cannon stated budget revision B16-086/086A is for the contract with Vanguard for November through June; the total contract is \$1.1 million and county dollars would be \$191,000 and Medicaid funding can be drawn down in the amount of \$830,000. Ms. Cannon stated there are other North Carolina counties in a similar position who have already used the services of an outside vendor to assist with Medicaid. Consensus was to place this item on the October 5, 2015 agenda.

MOTION: Commissioner Lancaster moved to approve the steps as recommended above.
SECOND: Commissioner Council
VOTE: UNANIMOUS (3-0)

4. CONSIDERATION OF COMMUNITY TRANSPORTATION PROGRAM GRANT MATCH FOR FY2016

BACKGROUND:

The Cumberland County Community Transportation Program has applied for a 5310 Grant to provide non-medical transportation to the elderly and disabled populations within the urbanized area of Cumberland County, where the City of Fayetteville's FAST-Trac services are not available. This will provide approximately 6,500 units of service throughout the areas of Spring Lake, Hope Mills, Fort Bragg, Parkton, and Fayetteville. The grant will total \$150,000 and 10% (\$15,000) is needed to meet the match requirements. In prior years, the County was able to utilize fare revenues for the grant match, but staff has been informed by the NC DOT Public Transit Division that using fare revenue as the grant match is no longer allowable.

RECOMMENDATION/PROPOSED ACTION:

It is requested that Cumberland County approve a local match of \$15,000 from the General Fund, reference budget revisions B16-085 & B16-085A, to provide these transportation services.

Ms. Cannon introduced Joel Strickland, Fayetteville Area Metropolitan Planning Organization Executive Director, and Ifetayo Farrakhan, Community Transportation Coordinator. Ms. Cannon advised Community Transportation has been strategically moved under Joel Strickland. Ms. Cannon called on Mr. Strickland who reviewed the background information as recorded above. Mr. Strickland stated the non-medical transportation to the elderly and disabled populations was stopped at the end of the last fiscal year due to uncertainties with funding and numerous citizens have called wanting to know when the services will be

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resumed. Mr. Strickland stated this is a very important service to the County and the clients it serves.

MOTION: Commissioner Lancaster moved to approve a local match of \$15,000 from the General Fund, reference budget revisions B16-085 & B16-085A, to provide these transportation services.

SECOND: Commissioner Council

VOTE: UNANIMOUS (3-0)

5. MONTHLY FINANCIAL REPORT

BACKGROUND:

The financial report is included as of the 13th period of fiscal year 2015. Highlights include:

- Revenues
 - Current real and personal property taxes – final figures show a strong year of collections.
 - Motor vehicle tax revenues – final figures show a strong year of collections.
 - Sales tax collections are up compared to last fiscal year. We will end the year with \$39.7 million in total sales tax.
- Expenditures
 - General Fund expenditures remain in line with budget and show no unusual patterns.
- Crown center expense summary/prepared food and beverage and motel tax
 - No fiscal year 2015 changes since last month's report

RECOMMENDATION/PROPOSED ACTION:

No action needed – for information purposes only.

Ms. Evans reviewed highlights of the financial report for the 13th period of fiscal year 2015 as recorded above and stated this report does not reflect the final total for revenues for current real and personal property taxes for the fiscal year. Ms. Evans stated in November she will report on the first three months of fiscal year 2016.

6. OTHER MATTERS OF BUSINESS

There being no further business, the meeting adjourned at 10:22 a.m.

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



ITEM NO. 2

MELISSA C. CARDINALI
Assistant County Manager


W. TRACY JACKSON
Assistant County Manager




OFFICE OF THE COUNTY MANAGER

MEMO FOR THE AGENDA OF THE NOVEMBER 5, 2015
MEETING OF THE FINANCE COMMITTEE

TO: BOARD OF COUNTY COMMISSIONERS

FROM: W. TRACY JACKSON, ASST. COUNTY MANAGER 

THROUGH: AMY H. CANNON, COUNTY MANAGER 

DATE: OCTOBER 26, 2015

SUBJECT: JOINT CITY/COUNTY HOMELESSNESS INITIATIVE

Presenter(s): W. Tracy Jackson, Asst. County Manager
Sylvia McLean, Director, Cumberland County Community Development

Estimate of Committee Time Needed: 20 Minutes

BACKGROUND

Cumberland County and the City of Fayetteville have adopted strategic plans to address homelessness and both governing bodies have indicated that working cooperatively to end homelessness in our community is a key priority. The joint staffs have developed an Interlocal Agreement between the City and County and propose to fill two new positions: 1) a Homeless Coordinator and 2) a Data & Evaluation Analyst both to be assigned to the Cumberland County Community Development Department. The County and City collectively have contributed \$150,000 in FY16 for this endeavor (\$100,000 from the County and \$50,000 from the City). It is estimated that approximately \$63,777.00 will be utilized for salaries and benefits for the remainder of FY16, \$9,000 has been committed to the Homeless Information System needed for compiling data about the homeless, and the remaining \$77,223.00 will be utilized to fill gaps in services for rapid re-housing and preventing homelessness. Approving an interlocal agreement and hiring two homelessness specialists will serve as the starting point for what follows in terms of expanding programs and services for the homeless.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends approval of the following to address homelessness in Cumberland County and the City of Fayetteville:

- Interlocal Agreement
- Homeless Coordinator and Data Evaluation Analyst Positions
- Budget Revision

Strategy to

Reduce Homelessness

October 21, 2015



CUMBERLAND
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NORTH CAROLINA

City of
Fayetteville
North Carolina

Specific HMIS-Related Activities Involving the Homeless Coordinator and Data & Evaluation Analyst (Local System Administrator)

The main purpose of having a Homeless Coordinator and Data & Evaluation Analyst is to oversee and implement activities that meet the community's objectives for addressing homelessness. These personnel will monitor the progress in the community by using various tools and reports primarily from the Homeless Management Information System (HMIS). HMIS is a local information technology system used to collect client-level information and data on the provision of housing and services to homeless individuals and families and people at risk of homelessness. Each Continuum of Care (CoC) is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards and for monitoring the data quality. Many CoCs across the nation have utilized this system to:

1. **Measure** the success of their community's implementation of the performance measures
2. **Assess** the cost effectiveness of various programs or interventions
3. **Assess** capacity, manage staff, allocate resources or prepare budgets and reports
4. **Research** for more resources
5. **Prevent** homelessness by identifying where the homeless come from and who is most likely to become homeless
6. **Measure** outcomes by assessing the impact of service and housing interventions on meeting immediate needs and the long-term goal of ending homelessness

Suggested Steps to Address City/County Strategic Plan on Homelessness

1) Personnel – Coordination, Oversight, and Data Management

- Hire a Homeless Coordinator to implement strategic plan initiatives and data-driven solutions addressing and reducing homelessness through collaboration with local governments and the local CoC; oversee HMIS and evaluate the performance outcomes of agencies and services addressing homelessness; identify and coordinate with various agencies the availability of resources for homeless persons.
- Hire a Data & Evaluation Analyst to manage and analyze data from HMIS to ensure data and reporting accuracy; generate data-driven reports on the activities reported by various agencies; assist with the coordinated intake assessment system; coordinate and disseminate system information to assist in assessing overall performance outcomes of the programs and agencies serving the homeless.
- The proposed positions will be under the authority of the County and under the supervision of Cumberland County Community Development Department.

2) Increase available local funding for homeless services/housing

- Provide financial stability for local homeless initiatives in order to eliminate potential gaps in services by accessing local resources targeted for prevention and rapid-housing of families and individuals at risk, or actually homeless, who do not meet HUD's definition of homelessness with incomes at or below 80%. This effort can have an immediate and positive impact on preventing and/or reducing long term homelessness for individuals and families.
- Assess available properties for acquisition and renovation to provide additional affordable housing that addresses the lack of affordable housing for low and very low income residents.

What Can HMIS Tell Us?

How many people are homeless in the community;
Who are the homeless;
Where are people receiving housing and services;
Where did people stay prior to seeking shelter and services;
The capacity of the programs that are serving the homeless.

Benefits of HMIS

Decrease in duplicative intakes
Coordinated scope of care
Identify needs and gaps in services
Provides client an outline for program completion
Coordinate services, internally among agency programs, and externally with other providers which can decrease in duplicative intakes
Providers can develop individualized goal plans and track clients' outcomes
Support coordinated case management
Prepare financial and programmatic reports for funders, boards, and other stakeholders
Ability to measure performance of programs
Improve agency effectiveness through tracking client outcomes
Coordinate services, internally among agency programs, and externally with other providers
Support coordinated Case Management
Prepare financial and programmatic reports for funders, boards, and other stakeholders
Ability to measure performance of programs
Increase understanding of the extent and scope of homelessness
Identify service gaps (i.e. are the services available meeting the needs of clients)
Inform systems design and policy decisions
Ability to measure the performance of the community system to prevent and end homelessness
Develop a forum for addressing community-wide issues
Provide data for the CoC's plan to reduce Homelessness (available services, service gaps, shelter beds, demographics, and many more)
Serve as a tool to coordinate services, track utilization and cost
Evaluate program effectiveness and program outcomes
Identify at-risk populations and prevent homelessness
Plan services and programs appropriately to address local needs
Comply with HUD's mandate to continue to receive funding
HMIS can be used to check on sheltered populations
Compare PIT count with information on HMIS data
Verify missing or incorrect data

NORTH CAROLINA

INTERLOCAL AGREEMENT BETWEEN
CUMBERLAND COUNTY AND THE CITY
OF FAYETTEVILLE TO ADDRESS
HOMELESSNESS

CUMBERLAND COUNTY

Approved by the Cumberland County Board of Commissioners _____

Approved by the Fayetteville City Council _____

This interlocal agreement is made pursuant to Article 20, Chapter 160A of the General Statutes of North Carolina by and between Cumberland County, a body corporate and politic and a political subdivision of the State of North Carolina, and the City of Fayetteville, a municipal corporation existing under the laws of the State of North Carolina.

WITNESSETH:

Whereas, the parties have funded programs and services to address homelessness by their respective community development agencies for a number of years; and

Whereas, the parties desire to establish a partnership that addresses homelessness through the formation of an advisory committee, appropriate programs and services, and the hiring of two new personnel, a Homeless Coordinator and a Data & Evaluation Analyst, to be jointly funded by the parties and assigned to the Cumberland County Community Development Department.

Now therefore, in consideration of the mutual covenants set forth herein, and pursuant to the specific authority granted to them by Article 20, Chapter 160A of the General Statutes of North Carolina, the parties agree as follows:

(1) The purpose of this agreement is for the parties to jointly undertake the provision of community-wide programs and services that address homelessness (the “undertaking”).

(2) The duration of the agreement shall be for so long as the parties conduct activities pursuant to the undertaking.

(3) The undertaking shall be directed by a committee to be designated the Homeless Initiatives Committee. The committee shall consist of the County Manager or designee, the County’s Governmental Affairs Officer, the City Manager or designee, the Chairman of the Cumberland County Continuum of Care (CoC), the City and County Community Development

Directors, and the Homeless Coordinator will meet regularly to coordinate and develop strategies to address homelessness through community-wide programs and services.

(4) Any new personnel necessary to the execution of the undertaking shall be employees of Cumberland County and shall be assigned to the County's Community Development Department under the supervision of the Community Development Director for Cumberland County.

(5) The parties will jointly fund the new personnel and associated programs and services in a sufficient amount to cover all the costs necessary to the execution of the undertaking in accordance with the budgets approved by the parties' governing boards.

(6) This agreement may be amended at any time by the execution of an amendment approved by the governing boards of both parties.

(7) This agreement may be terminated at the end of any fiscal year by the vote of either governing board with written notice of such termination being given to the other governing board at least sixty (60) days prior to the date of termination.

This interlocal agreement has been approved by the governing board of each party and entered into the minutes of the meeting at which such action was taken as indicated above.

[Signature page follows]

Cumberland County

By:

Kenneth S. Edge, Chairman
Board of Commissioners

Attest:

Candice H. White, Clerk to the Board

City of Fayetteville

By:

Mayor Nat Robertson

Attest:

Pamela Megill, City Clerk

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-137
Date Received	10/30/2015
Date Completed	

Fund No. 446 Agency No. 450 Organ. No. 4576
 Organization Name: Community Development-Administration

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9110	Transfer from General Fund	82,093	63,777	145,870
	Total	82,093	63,777	145,870

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
1210	410	Salaries - Regular	165,708	47,510	213,218
1810	410	FICA Match	12,877	3,635	16,512
1820	410	Retirement	11,228	3,207	14,435
1824	410	401K	1,685	475	2,160
1830	410	Medical Insurance	24,544	7,670	32,214
1860	410	Workers Comp	4,619	1,280	5,899
		Total	220,661	63,777	284,438

Justification:

Revision to fund the salaries and benefits for two new positions for 15 pay periods to provide homeless services in Community Development.

Funding Source: State: _____ Federal: _____ Other: _____
 Fund Balance: County: _____ New: _____ Other: _____
 Fees: _____ Prior Year: _____

Submitted By: _____ Date: _____
 Department Representative

Reviewed By: _____ Date: _____
 Budget Analyst

Reviewed By: Bob Sucher Date: 11/2/15
 For Finance Director

Reviewed By: M.J. Jackson Date: 11/2/15
 Assistant County Manager

Approved By:	
County Manager	Date: _____
Board of County Commissioners	Date: _____

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-137A
Date Received	10/30/2015
Date Completed	

Fund No. 448 Agency No. 450 Organ. No. 4589
 Organization Name: CD - Support Housing Program

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
7675	City of Fayetteville Reimbursement	0	41,000	41,000
9110	Transfer from General Fund	0	36,223	36,223
Total		0	77,223	77,223

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
341N	434	Homeless Services	20,000	77,223	97,223
Total			20,000	77,223	97,223

Justification:

Revision to fund the provision of homeless services in Community Development. Costs will be allocated between City of Fayetteville and the County.

Funding Source: State: _____ Federal: _____ County: _____ New: _____ Other: _____
 Other: _____ Fees: _____ Prior Year: _____

Submitted By: _____ Department Representative	Date: _____	Approved By: _____ Date: _____ County Manager Board of County Commissioners Date: _____
Reviewed By: _____ Budget Analyst	Date: _____	
Reviewed By: <u>Bob Tucker</u> Finance Director	Date: <u>11/2/15</u>	
Reviewed By: <u>WJ Jackson</u> Assistant County Manager	Date: <u>11/2/15</u>	

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-137B
Date Received	10/30/2015
Date Completed	

Fund No. 101 Agency No. 412 Organ. No. 4195
 Organization Name: General Government Other

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
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Total

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
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341N	077	Homeless Services	100,000	(100,000)	-
3895	080	Transfer to Community Development Fund 446	82,093	63,777	145,870
389K	080	Transfer to Community Development Fund 448	0	36,223	36,223

Total	182,093	-	182,093
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Justification:

The County's FY2016 adopted General Fund budget included \$100,000 for homeless services. This revision is to move funds to Community Development to administer the provision of homeless services.

Funding Source:

State: _____ Federal: _____ County: _____ New: _____ Other: _____
 Other: _____ Fees: _____ Prior Year: _____

Fund Balance:

Submitted By: _____ Date: _____
 Department Representative

Reviewed By: _____ Date: _____
 Budget Analyst

Reviewed By: Bob Tucker Date: 11/2/15
 Finance Director

Reviewed By: M. Jackson Date: 11/2/15
 Assistant County Manager

Approved By:

County Manager

Board of County
Commissioners