

CUMBERLAND COUNTY FINANCE COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
MAY 5, 2016 - 10:30 AM
MINUTES

MEMBERS PRESENT: Commissioner Larry Lancaster, Chairman
Commissioner Jeannette Council (arrived 9:40 a.m.)
Commissioner Kenneth Edge
Commissioner Jimmy Keefe

OTHER COMMISSIONERS
PRESENT: Commissioner Glenn Adams
Commissioner Charles Evans

OTHERS: Amy Cannon, County Manager
James Lawson, Deputy County Manager
Tracy Jackson, Assistant County Manager
Melissa Cardinali, Assistant County Manager
Sally Shutt, Governmental Affairs Officer
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Earl "Moose" Butler, Cumberland County Sheriff
Ennis Wright, Cumberland County Chief Deputy Sheriff
Ronnie Mitchell, Sheriff's Office Legal Advisor
Candice H. White, Clerk to the Board
Press

Commissioner Lancaster called the meeting to order.

1. APPROVAL OF MINUTES – APRIL 7, 2016 REGULAR MEETING

MOTION: Commissioner Edge moved to approve the April 7, 2016 regular meeting minutes.
SECOND: Commissioner Keefe
VOTE: UNANIMOUS (3-0)

2. DISCUSSION REGARDING A YOUTH MISDEMEANOR DIVERSION PROGRAM

BACKGROUND:

North Carolina is one of only two states that continue to prosecute all 16 and 17 year olds charged with criminal offenses in the adult criminal justice system. This includes minor, misdemeanor offenses such as littering, disorderly conduct, underage drinking, shoplifting, etc. These charges are considered in the same setting as more serious "adult" criminal charges such as robbery, home invasions and drugs. Many times, minor incidents involving our 16 and 17 year olds are the result of immaturity, peer pressure or acting on impulse. Simply stated, teenagers oftentimes make dumb mistakes, not attributable to criminal intent.

However, all arrests/allegations in the adult legal system can have a lifelong negative impact for a young person, even if the case is diverted or dismissed. All charges will appear indefinitely on the youth's (adult) criminal record, regardless of what the disposition in court was. This can have severe collateral consequences that can be immediate or far reaching to the youth and their family. Beyond the immediate costs associated with prosecution, there is the risk of an immediate loss of driving privileges, loss of college admission or scholarships, denial of public benefits (including financial aid for college), or loss of/inability to attain professional licensure and future employment opportunities.

Further, the prosecution of such offenses involves significant law enforcement and court resources in processing the citation/arrest.

In response to this issue, Durham County has implemented a Youth Misdemeanor Diversion Program (MDP) that offers an alternative to prosecution for 16 and 17 year old first-time non-violent offenders committing misdemeanors (with the exception of firearms offenses, sex offenses and traffic matters). Instead of formal court processing, Durham has an incident report process that, at the discretion of law enforcement, provides a 90-day diversion to avoid a first arrest for low-risk youth in Durham County, thereby keeping them out of the adult criminal justice system.

Durham's MDP has proven successful in educating and rehabilitating youth who are facing a first-time non-violent misdemeanor charge. The project provides youth a second chance at a successful life, while also preventing the unintended, long lasting and far reaching consequences of an adult criminal record. From the perspective of law enforcement and the Court system, it has significantly decreased the time and resources involved in prosecuting these cases. Cumberland County could potentially achieve similar outcomes by implementing a youth MDP comparable to the Durham model for our 16 and 17 year olds. Local law enforcement and court officials are aware of this model and are in support of implementing the program in Cumberland County.

A Youth MDP Coordinator would be needed in order to administer this program and to provide case management for our youth participants. This would be a part-time role at the program's inception, with the potential of evolving into a full-time role, depending on work demands. While some upfront funding might be needed to support this part-time role, there may be opportunities for grant funding on a limited basis to support this function.

RECOMMENDATION/PROPOSED ACTION:

It is recommended that the Finance Committee:

- 1) Approve the concept of a Youth MDP for Cumberland County.
- 2) Direct staff to develop a strategy for implementing this program effective September 2016.

Commissioner Adams provided an overview of the background information recorded above and recognized Chief District Court Judge Robert Stiehl. Commissioner Adams stated he and Judge Stiehl attended a school board meeting and the Board of Education plans to approve a resolution in support of the diversion program. Commissioner Adams stated he has spoken with municipalities, law enforcement and the Sheriff's Office and they are also on board.

Judge Stiehl stated on average he handles 25 expunctions per month which contain certain provisions under North Carolina law that allow charges to be dismissed or wiped clean. Judge Stiehl stated this theoretically allows for gainful/better employment down the road; however, in today's world of internet technology, nothing ever goes away. Judge Stiehl this means that 16 and 17 year olds now have records that they were charged and that the charges were dismissed. Judge Stiehl stated hiring or promoting authorities look at the fact these youth are charged and do not care about the end result. Judge Stiehl stated our country has seen fit to charge 16 and 17 year olds as juveniles with the exception of New York and North Carolina, with North Carolina taking the most hardened approach. Judge Stiehl stated Durham authorities are satisfied with the diversion program because the youth benefit from the lessons learned and there are financial benefits derived from not keeping the youth in the detention facility. Judge Stiehl stated the diversion program evens out across the board what is typical for most citizens which is they get in trouble, they pay a lawyer, the lawyer gets the charge dismissed and the citizen moves on in life. Judge Stiehl stated under the diversion program, there is no charge ahead of time, the individual must report in 48 hours, the individual is evaluated within seven days and put in one or more of the treatment tracks.

Judge Stiehl stated the program's coordinator/evaluator position is critical because that position assesses every individual for such things as former DSS involvement, home/life issues, educational issues, mental health issues or substance abuse issues. Judge Stiehl stated once youth are plugged into the various treatment tracks, they can then take responsibility for their actions. Judge Stiehl stated the electorate wants the community to be safe and law enforcement cannot divert some offenses such as domestic violence, fire arms and traffic. Judge Stiehl stated law enforcement officers have the discretion to make the call on the front line as to whether to keep youth out of the justice system and if youth are able to be taken out of the justice system, it will allow the courts to take their resources and better focus on their processes.

Sheriff Earl "Moose" Butler stated the Sheriff's Office favors and supports the diversion program. Commissioner Adams stated there will be a cost savings to the court system and to law enforcement, and the diversion program provides an opportunity for youth in this community to go forward without tarnish or a badge of dishonor on their record. Commissioner Adams stated law enforcement is working on offenses that will fit into the diversion program, Cumberland CommuniCare is determining programs into which youth can be steered, and Social Services is involved as is the District Attorney and even the Arts Council as a possible treatment program. Commissioner Adams stated the Durham program runs off of grants and the key to the program is the coordinator position. Commissioner Adams stated the committee that put together the concept of a youth misdemeanor diversion program for Cumberland County is looking at a September 2016 start date, although there is nothing magical about that date. Commissioner Adams stated there will likely be start up costs associated with the program and staff are working to come up with a figure and financing. Chairman Adams stated he believes it can fit within the County's budget and he urges the Board of Commissioners to support the program. Commissioner Adams also spoke to intangible cost savings.

Questions and discussion followed. Judge Stiehl stated it is important to recognize that the diversion program is a treatment model or upfront treatment approach. Judge Stiehl stated the long term benefit is that the program addresses issues and opens the first door toward rehabilitation. Commissioner Adams stated another the benefit is that youth do not come back into the system.

Ronnie Mitchell, Cumberland County Sheriff Office Legal Counsel, stated there is a proposal to raise the juvenile age in North Carolina for court purposes, which will be a very expensive proposition for counties. Mr. Mitchell stated a youth diversion program may help delay the expense and save the taxpayers' money while they receive the protection they need. Judge Stiehl stated he felt this program will be in other jurisdictions as a common place tool within the judicial system when given the Chief Justices' appreciation for its use and benefit to citizens.

MOTION: Commissioner Edge moved to approve the concept of a youth misdemeanor diversion program for Cumberland County and to direct staff to develop a strategy for implementing this program effective September 2016.

SECOND: Commissioner Council

VOTE: UNANIMOUS (4-0)

3. UPDATE ON CRIME LAB

BACKGROUND:

Ronnie Mitchell, Cumberland County Sheriff Office Legal Counsel, will be presenting an update on the crime lab and associated statistics.

RECOMMENDATION/PROPOSED ACTION:

No action required, for informational purposes only.

Ronnie Mitchell, Sheriff's Office Legal Counsel, reported over the fifteen months during which the crime lab has been operational, the results have been good. Mr. Mitchell stated there was initially a backlog of 546 cases that had been pending for more than two years and once it was announced there was going to be a switch to a private lab, the state lab began to speed up their delivery services. Mr. Mitchell stated 115 cases were able to be adjudicated between the announcement and the time the cases were picked up from the state lab. Mr. Mitchell stated so essentially 246 lab specimens were initially delivered to the crime lab that worked through that backlog is less than 90 days. Mr. Mitchell stated everything was current as of 2016. Mr. Mitchell stated things have remained current, particularly with blood alcohol and blood drug identification, most of which are returned within one week instead of two years. Mr. Mitchell stated of particular importance is that within the last 15 months, 641 drug identification and quantification cases have been able to be resolved which impacts the Detention Center. Mr. Mitchell stated a cost savings has occurred in that evidence custodians no longer have to travel to Wake County to deliver substances for analysis.

Mr. Mitchell stated a drawback to the lab is cost and to date, the lab cannot be used for DNA analysis. Mr. Mitchell stated negotiations and discussions have taken place with the lab about the costs involved. Mr. Mitchell stated one of the recommendations of the lab that has not been placed in the budget is an additional \$1,100 per month to do DNA database; the lab believes this will expedite crime resolution. Mr. Mitchell stated although a specific number has not been agreed upon, there has been talk about the lab meeting the budget proposal to include at least 30 complex cases per year for DNA analysis as part of the increased funding requested of \$30,000.

4. CONSIDERATION OF ADOPTION OF THE PRELIMINARY ASSESSMENT ROLL FOR THE BULLARD CIRCLE WATERLINE EXTENSION AND SCHEDULING OF A PUBLIC HEARING

BACKGROUND:

The Board of Commissioners, at their August 18, 2014 meeting, adopted a Final Assessment Resolution for the Bullard Circle Waterline Extension Project. The resolution defined the term of the assessment as 15 years at 6% interest. The construction of the waterline extension throughout the Bullard Circle area is now complete, Fayetteville Public Works Commission (FPWC) has accepted the lines, and FPWC will own and operate the waterline as an extension of their existing water system. Letters were mailed to the property owners on April 12, 2016 informing them that they may now connect to the waterline and of the steps necessary to connect to the system through FPWC. The final project costs have been determined and the preliminary assessment roll prepared. A copy of the assessment roll is recorded below.

The next step is for the Board of Commissioners to adopt the preliminary assessment roll and set a date for a public hearing. It is suggested that a public hearing be scheduled for June 20, 2016 at 6:45 pm. Following the public hearing the Board of Commissioners will need to confirm the assessments for each parcel. The cost per parcel will be \$2,701.22.

The following is a summary of the costs and the calculated assessment per parcel:

Engineering & Design	Moorman, Kizer & Reitzel	\$ 57,175
Construction	Autry Grading, Inc.	\$268,559
Licensing, Permits & Easements		<u>\$ 3,815</u>
	Total	\$329,549
FPWC participation in the project per agreement		\$ 67,899.66
County's participation in the project per agreement		<u>\$ 96,874.84</u>
	Total	\$164,774.50
Total Project Cost		\$329,549.00
County & FWPC participation		<u>-\$164,774.50</u>
		\$164,774.50
Balance to be assessed to property owners		\$164,774.50
Number of parcels for assessment 61		
Assessment per parcel		\$ 2,701.22

As a side note, per the agreement FPWC is responsible for 25% water main construction cost but not the lateral cost. The County and the property owners are responsible for the lateral costs. These costs have been considered and are included above.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommends that the Finance Committee approve the Preliminary Assessment Roll and place this item on the

agenda of the May 16, 2016 Board of Commissioners meeting to set the public hearing date for June 20, 2016 as well as confirming the assessment roll at the conclusion of the public hearing.

Parcel Number	Owner Name	Owner Address	Situs Address	Assessment Per Parcel
0531-87-9127-	TIMOTHY & YEE SIMMONS	394 BULLARD CIR, FAYETTEVILLE, NC 28311	345 VANN ST	\$ 2,701.22
0531-96-2991-	LOCAL 959 UNITED WORKERS ASSOC	280 MCCLOSKEY RD, FAYETTEVILLE, NC 28311	VANN ST	\$ 2,701.22
0531-96-5464-	LOCAL 959 UNITED WORKERS ASSOC	280 MCCLOSKEY RD, FAYETTEVILLE, NC 28311	280 MCCLOSKEY RD	\$ 2,701.22
0531-96-5856-	PAUL WILLIAMS	281 BULLARD CIR, FAYETTEVILLE, NC 28311	VANN ST	\$ 2,701.22
0531-96-7856-	PAUL & CYNTHIA WILLIAMS	281 BULLARD CIR, FAYETTEVILLE, NC 28311	VANN ST	\$ 2,701.22
0531-96-9856-	PAUL WILLIAMS	281 BULLARD CIR, FAYETTEVILLE, NC 28311	VANN ST	\$ 2,701.22
0531-97-2290-	STEPHEN & CARLEEN JOYNER	484 BULLARD CIR, FAYETTEVILLE, NC 28311	484 BULLARD CIR	\$ 2,701.22
0531-97-2693-	BROADWELL LAND CO	PO BOX 53587, FAYETTEVILLE, NC 28305	N/A	\$ 2,701.22
0531-97-3301-	GREAT SOUTHEASTERN PROPERTIES	PO BOX 58375, FAYETTEVILLE, NC 28305	BULLARD CIR	\$ 2,701.22
0531-97-3442-	BROADWELL LAND CO	PO BOX 53587, FAYETTEVILLE, NC 28305	BULLARD CIR	\$ 2,701.22
0531-97-3767-	CATHOLIC SOCIAL MINISTRIES	7200 STONEHENGE DR, RALEIGH NC 27613	BULLARD CIR	\$ 2,701.22
0531-97-5163-	PATRICIA STOVER	284 VANN ST, FAYETTEVILLE, NC 28311	284 VANN ST	\$ 2,701.22
0531-97-5384-	JEFF & KATHY STAFFORD	465 BULLARD CIR, FAYETTEVILLE, NC 28311	465 BULLARD CIR	\$ 2,701.22
0531-97-6670-	MELODY HANEY	713 DALMORE DR, FAYETTEVILLE, NC 28311	BULLARD CIR	\$ 2,701.22
0531-97-6786-	TIMOTHY & YEE SIMMONS	394 BULLARD CIR, FAYETTEVILLE, NC 28311	BULLARD CIR	\$ 2,701.22
0531-97-7113-	PATRICIA STOVER	284 VANN ST, FAYETTEVILLE, NC 28311	VANN ST	\$ 2,701.22
0531-97-7375-	LULA GROVER	3519 ROSEHILL RD, FAYETTEVILLE, NC 28311	N/A	\$ 2,701.22
0531-97-8631-	JENNIFER GATES	258 STONECOAL DR, FAYETTEVILLE, NC 28311	258 STONECOAL DR	\$ 2,701.22
0531-97-8832-	TIMOTHY & YEE SIMMONS	394 BULLARD CIR, FAYETTEVILLE, NC 28311	397 BULLARD CIR	\$ 2,701.22
0531-97-9364-	JAMES & DONNA BRYSON	243 STONECOAL DR, FAYETTEVILLE, NC 28311	243 STONECOAL DR	\$ 2,701.22
0531-97-9631-	GERALD KINDER, DONALD KINDER & PATRICIA KINDER STOVER	258 STONECOAL DR, FAYETTEVILLE, NC 28311	N/A	\$ 2,701.22
0531-98-1814-	BROADWELL LAND CO	PO BOX 53587, FAYETTEVILLE, NC 28305	N/A	\$ 2,701.22
0531-98-5073-	SABRENA & GERALDINE WALKER	101 NORWOOD ST, NEWARK, NJ 07106	408 BULLARD CIR	\$ 2,701.22
0531-98-7100-	TIMOTHY & YEE SIMMONS	394 BULLARD CIR, FAYETTEVILLE, NC 28311	N/A	\$ 2,701.22
0531-98-7342-	MARY CURRY	1916 WILLIAMSON RD, FAIRMONT, NC 28340	6635 RAMSEY ST	\$ 2,701.22
0531-98-9005-	TIMOTHY & YEE SIMMONS	394 BULLARD CIR, FAYETTEVILLE, NC 28311	394 BULLARD CIR	\$ 2,701.22
0541-05-6993-	PRAMUKH ENTERPRISES LLC ATTN: MEENA DAVE	350 PINE ST, LILLINGTON, NC 27546	RAMSEY ST	\$ 2,701.22
0541-06-1377-	KEITH MILLIKEN	181 BULLARD CIR, FAYETTEVILLE, NC 28311	181 BULLARD CIR	\$ 2,701.22
0541-06-1549-	KENNETH & JOVANI REAVES	398 N MAINT ST, MILTOWN, NJ 08850	BULLARD CIR	\$ 2,701.22
0541-06-1750-	GWENDOLYN ANDERSON	215 BULLARD CIR, FAYETTEVILLE, NC 28311	215 BULLARD CIR	\$ 2,701.22
0541-06-1850-	MARGARETE JOHNSON C/O MARGARETE K. MORLEY	213 W 2ND AVE, RED SPRINGS, NC 28377	225 BULLARD CIR	\$ 2,701.22
0541-06-1951-	GARY SHAVER	237 BULLARD CIR, FAYETTEVILLE, NC 28311	237 BULLARD CIR	\$ 2,701.22
0541-06-3019-	DANNY AVERITT	155 BULLARD CIR, FAYETTEVILLE, NC 28311	155 BULLARD CIR	\$ 2,701.22
0541-06-3267-	THOMAS COPPEDGE	173 BULLARD CIR, FAYETTEVILLE, NC 28311	173 BULLARD CIR	\$ 2,701.22
0541-06-3594-	KENNETH NETTLES, JR.	200 BULLARD CIR, FAYETTEVILLE, NC 28311	200 BULLARD CIR	\$ 2,701.22
0541-06-4432-	JERRY & JOYCE TUBERVILLE	6257 CHURCH ST, FAYETTEVILLE, NC 28311	186 BULLARD CIR	\$ 2,701.22
0541-06-4605-	ROBERT & MARY JO ANDERSON	511 ARGYLL RD, FAYETTEVILLE, NC 28303	210 BULLARD CIR	\$ 2,701.22
0541-06-4726-	TAMMY BURNETTE WOLFE	215 RESOLUTION DR, YORKTOWN, VA 23692	220 BULLARD CIR	\$ 2,701.22
0541-06-4846-	MARK GATES	8784 COATS RD, LINDEN, NC 28356	BULLARD CIR	\$ 2,701.22
0541-06-4936-	CRAIG & NORA MACDONALD	240 BULLARD CIR, FAYETTEVILLE, NC 28311	240 BULLARD CIR	\$ 2,701.22
0541-07-0641-	GERALD KINDER, DONALD KINDER & PATRICIA KINDER STOVER	258 STONECOAL DR, FAYETTEVILLE, NC 28311	N/A	\$ 2,701.22
0541-07-0830-	LAURA GUTIERREZ	367 BULLARD CIR, FAYETTEVILLE, NC 28311	367 BULLARD CIR	\$ 2,701.22
0541-07-1152-	HOSEA & ALEETA WILLIAMS	259 BULLARD CIR, FAYETTEVILLE, NC 28311	259 BULLARD CIR	\$ 2,701.22
0541-07-1266-	WILLIAM ADAMS	4405 CLIFTON DR, HOPE MILLS, NC 28348	271 BULLARD CIR	\$ 2,701.22
0541-07-1367-	PAUL & CYNTHIA WILLIAMS	281 BULLARD CIR, FAYETTEVILLE, NC 28311	281 BULLARD CIR	\$ 2,701.22
0541-07-1598-	CHRISTOPHER MOORE	9803 FRANKLIN AVE, LANHOM, MD 20706	BULLARD CIR	\$ 2,701.22
0541-07-2723-	NORWEST BANK MINNESOTA TRUSTEE C/O JAMES C. BLUE	9803 FRANKLIN AVE, LANHOM, MD 20706	325 BULLARD CIR	\$ 2,701.22
0541-07-2833-	DAVID & PATRICIA MULLINS	8825 RAMSEY ST, LINDEN, NC 28356	645 BULLARD CIR	\$ 2,701.22
0541-07-4016-	DAVID & PATRICIA MULLINS	8825 RAMSEY ST, LINDEN, NC 28356	N/A	\$ 2,701.22
0541-07-4116-	GLENN & HELEN BRINSON	260 BULLARD CIR, FAYETTEVILLE, NC 28311	260 BULLARD CIR	\$ 2,701.22
0541-07-4236-	CONNIE C. HAYES	14 FOXFIRE TRCE, OAK ISLAND, NC 28465	BULLARD CIR	\$ 2,701.22
0541-07-4317-	DAVID & MARIE NEWTON	710 EMELINE AVE, FAYETTEVILLE, NC 28303	BULLARD CIR	\$ 2,701.22
0541-07-4449-	WILLIAM & MARTHA BENFIELD TRUSTEES	308 BULLARD CIR, FAYETTEVILLE, NC 28311	308 BULLARD CIR	\$ 2,701.22
0541-07-4660-	JAMES STEWART TRUSTEE	316 BULLARD CIR, FAYETTEVILLE, NC 28311	316 BULLARD CIR	\$ 2,701.22
0541-07-4960-	LEON & MELODY BROWN	4560 RUSTIC HAVEN, FAYETTEVILLE, NC 28311	BULLARD CIR	\$ 2,701.22
0541-07-5841-	JERRY & GENNIE ENNIS	215 DIAMOND POINT TRL, FAYETTEVILLE, NC 28311	215 DIAMOND POINT	\$ 2,701.22
0541-07-7613-	DAVID & MARIE NEWTON	710 EMELINE AVE, FAYETTEVILLE, NC 28303	DIAMOND POINT TRL	\$ 2,701.22
0541-08-0096-	TIMOTHY & YEE SIMMONS	394 BULLARD CIR, FAYETTEVILLE, NC 28311	644 BULLARD CIR	\$ 2,701.22
0541-08-2008-	GEORGE MICHAEL DOUGLAS	360 BULLARD CIR, FAYETTEVILLE, NC 28311	360 BULLARD CIR	\$ 2,701.22
0541-08-2190-	DOROTHY DANIEL	340 BULLARD CIR, FAYETTEVILLE, NC 28311	647 BULLARD CIR	\$ 2,701.22
0541-08-3097-	DOROTHY DANIEL	340 BULLARD CIR, FAYETTEVILLE, NC 28311	340 BULLARD CIR	\$ 2,701.22

Tracy Jackson, Assistant County Manager, reviewed the background information recorded above, to include the summary of costs and the calculated assessment per parcel. Commissioner Keefe inquired regarding the monthly cost per parcel and whether construction was according to urban standards.

MOTION: Commissioner Council moved to approve the Preliminary Assessment Roll and to place this item on the agenda of the May 16, 2016 Board of Commissioners meeting to set the public hearing date for June 20, 2016 and confirm the assessment roll at the conclusion of the public hearing.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (4-0)

5. CONSIDERATION OF APPROVAL OF USE OF OUTSIDE COUNSEL FOR PERSONNEL POLICIES

BACKGROUND:

More than 18 months ago the County Finance and IS departments began the process of financial software implementation and conversion. While the transition to the new financial software will be complete in May, the transition to the payroll / human resources software has just begun.

In preparation of the payroll / human resources software implementation, a review of personnel policies was undertaken within the past year. Certain aspects of the software rely on policy to insure that payroll will be processed correctly for all employees. Therefore, it is imperative the appropriate policies are in place and in compliance with employment law as well as the local ordinance.

Employment law encompasses a myriad of ever-changing issues including, but not limited to, health care reform, same-sex marriage, anti-discrimination practices, as well as the Federal Labor Standards Act (FLSA). Engaging outside counsel in the area of employment law will facilitate this review and the related software implementation.

The law firm of Teague Campbell has successfully worked with Cumberland County in the specialized area of workers compensation. This relationship has been very positive for the County as the firm has steered us through numerous facilitations and mediations while minimizing the financial impact of workers compensation claims. It is because of the proven track record with Teague Campbell that we once again seek to engage the firm.

The attached representation agreement represents an extremely conservative 'not to exceed' amount of \$10,000. This fee is based upon completely rewriting the County's policies, which is not anticipated at this time.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends engaging the law firm of Teague Campbell to review proposed updates to the personnel policies for employment law compliance thus insuring software conversion is both timely and accurate. Staff further recommends a 'not to exceed' amount of \$10,000 for the engagement.

Ms. Cannon stated she would like this item removed from the agenda. Ms. Cannon stated as background, in 2012 as the County worked through its classification study and plan, the recommendation was made and approved by the Board of Commissioners to remove the personnel ordinance from the County Code and make it a stand-alone ordinance. Ms. Cannon stated it was also agreed that the stand-alone ordinance needed to be updated which was a project

that was going to be completed through the county attorney's office. Ms. Cannon stated as a part of that, a suggestion was made that the county manager's office create personnel policies to carry out the Board's approved ordinance.

Ms. Cannon stated late on April 29, the county attorney sent county management a draft of the personnel ordinance and indicated to her that he would now be in a position, after putting so much time into the draft ordinance, to review the personnel policies that would go with and enforce the draft ordinance. Ms. Cannon stated she is withdrawing the request to seek outside counsel for this review.

Commissioner Edge asked if this could come back in 60 days. Rick Moorefield, County Attorney, stated he felt the Board needed to adopt the ordinance before creating policies. Commissioner Adams asked that there be a review of the policies before the ordinance is adopted and stated he concurred with Commissioner Edge that the county attorney could have the policies for review within 60 days. Commissioner Adams stated the policies do not necessarily have to be approved at that time, but at least they would have been reviewed alongside the ordinance.

Ms. Cannon pointed out 60 days takes the matter into July during which there are no monthly meetings which would put the matter off until the August committee meeting and the end of August for adoption. Ms. Cannon explained the personnel policies will be a part of the next software phase with implementation of human resource policies and payroll policies. Ms. Cannon asked whether it might be possible to get Board approval of the ordinance at the second meeting in June which means the policies would have been reviewed. Mr. Moorefield stated there are no policy changes relative to the accruals of time, benefits or pay so the review can easily be completed.

MOTION: Commissioner Edge moved to have the personnel ordinance approved at the second meeting in June with the personnel policies having been reviewed in conjunction with the ordinance by county legal.
SECOND: Commissioner Council
VOTE: UNANIMOUS (4-0)

6. MONTHLY FINANCIAL REPORT

Vicki Evans, Finance Director, stated there has been a delay in reporting because the monthly finance reports are manually compiled and staff have experienced time constraints due to their involvement in the financial system conversion and the FY2017 budget process. Ms. Evans asked if an April/Year-to-Date report could be provided at the June Finance Committee meeting. Consensus followed. An update was provided on the conversion to the Munis Financials which went live on April 29. A brief discussion followed regarding retail sales tax and the State's tracking and credit of online sales tax revenues.

7. OTHER MATTERS OF BUSINESS

There were no other matters of business.

There being no further business, the meeting adjourned at 10:35 a.m.