

**COUNTY PERSONNEL COMMITTEE MEETING
THURSDAY, DECEMBER 13, 2001, 8:30 AM
ROOM 564, COUNTY COURTHOUSE**

Present: Billy R. King, Commissioner
J. Lee Warren, Commissioner

Absent: Talmage S. Baggett, Chairman

Others: James Martin, County Manager
Juanita Pilgrim, Deputy County Manager
Amy H. Cannon, Assistant County Manager
Cliff Spiller, Assistant County Manager
Grainger Barrett, County Attorney
Tonya Harris-Council, Public Information Director
James Lawson, Human Resources Manager
Nena Wilson, Community Development Director
Rhonda C. Raynor, Deputy Clerk to the Board
Press

Commissioner King called the meeting to order.

1. Invocation

Commissioner King offered the Invocation.

2. Election of Chairman

Commissioner King was elected Chairman.

3. Selection of Regular Meeting Date and Time.

The regular meeting schedule for 2002 was set for the second Thursday of each month at 8:30 AM.

4. Approval of Minutes of the November 15, 2001 meeting.

MOTION: Commissioner Warren offered a motion to approve the November 15, 2001 meeting minutes.

SECOND: Commissioner King

VOTE: UNANIMOUS

6. Discussion of Proposed Reorganization of Community Development.

BACKGROUND: Since its inception in 1995, the focus of the Community Development Department has evolved. While the department's overall goal remains to increase the supply of decent, safe and affordable housing and services to the low to moderate income residents of the County, the strategy to address that goal has changed. In its infancy, the Department's focus was in two main program areas – housing rehabilitation and public services. Through the years, the department has expanded its focus to eight program areas and is partnering with local agencies to

implement more complex projects than have been implemented in the past. This expansion in focus has increased the level of responsibility and accountability that the Department has to HUD to ensure that programs are administered in compliance with federal regulations. As a proactive approach to addressing the natural evolution of the Department, the Director is proposing a reorganization of the Community Development Department.

Currently, the Community Development Department is comprised of four divisions: 1) Administration; 2) Community Services; 3) Financial Services; and 4) Housing Services. A current and proposed organizational chart for the department is attached hereto and made a part of these minutes.

Although this reorganization involves some shifting of duties, it does not propose the elimination of any staff. The current staff has been operating under a temporary reorganization since July 1, 2001 and the implementation of this plan proposes restructuring that will allow this department to continue to meet its needs and objectives. Although staff has been working under the reorganization on a preliminary basis for evaluation for the past few months, this reorganization is being proposed for implementation effective January 1, 2002.

A summary of the Reorganization is attached hereto and made a part of these minutes.

RECOMMENDATION: Consider whether to approve the proposed reorganization of the Community Development department for consideration by the full Board of Commissioners.

Deputy County Manager Juanita Pilgrim noted that Management recommended approval of the reorganization so that the Community Development Department would be in keeping with HUD requirements.

Ms. Wilson noted that during the last review by HUD of the Department, such reorganization was recommended.

Mr. Martin asked if there would be an increase in the staff members in the department.

Ms. Wilson advised that no additional staff would be added through this reorganization.

MOTION: Commissioner Warren offered a motion to recommend approval of the proposed reorganization of the Community Development Department to the full Board of Commissioners.

SECOND: Chairman King

VOTE: UNANIMOUS

Mr. Martin then asked to give a brief update on the County's work on the rehabilitation program in connection with Hurricane Floyd.

Ms. Wilson noted the County was not designated as a disaster county after the hurricane. Therefore, residents who had experienced damage from the hurricane went to Robeson County for assistance. The County has now received approval for funding to assist these residents and is in the process of completing these cases. The completion is scheduled for June 30, 2002.

5. Update on Salaries of Various County Positions.

Mr. Martin noted this information was presented to the committee at the last meeting. However, the committee asked for additional information.

Mr. Lawson noted contacts were made to the counties that did not have a match for County positions. There are still some that do not have a match due to the fact that staff has been unable to make contact with anyone in the particular county. He reviewed the information obtained since the last meeting.

Chairman King noted this information should be shared with Chairman Blackwell as he has been concerned with cooperation between the City and County.

Mr. Martin noted this item was presented for informational purposes only. No action is needed.

7. Other Committee Concerns.

Mr. Martin noted Rick Reno, CEO of the Coliseum Complex will have some items for the committee at its next meeting.

No other committee concerns were raised.

Meeting adjourned at 9:56 AM.