



Durham County

200 E. Main Street
Durham, NC 27701
(919) 560-0025

Meeting Agenda Board of County Commissioners

Monday, November 14, 2016

7:00 PM

Commissioners' Chambers

"Public Charge"

The Board of Commissioners asks its members and citizens to conduct themselves in a respectful, courteous manner, both with the Board and fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chairman will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chairman will recess the meeting until such time that a genuine commitment to the public charge is observed.

As a courtesy to others, please turn off cell phones during the meeting.

7:00 pm Regular Session

- 1. Opening of Regular Session - Pledge of Allegiance (5 min)**
- 2. Agenda Adjustments (5 min)**
- 3. Announcements (5 min)**

16-1361 Announcements

Agenda Text:

- 1) Help us update Durham County's Strategic Plan. Please go to tinyurl.com/durhamcountyplan to share your vision for what Durham County should be doing in the areas of community prosperity, health, safe and secure community, the environment and visionary government. This online community forum, which only takes a few minute to complete, will be live now through the end of the year. We greatly value your feedback as we refresh our Strategic Plan and plan for the future of Durham County.
- 2) Please contact the Clerk's Office at 919-560-0025 or clerk@dconc.gov <<mailto:clerk@dconc.gov>> to find out about opportunities to serve on one of our volunteer boards or commissions.
- 3) These announcements may also be found on the County's website or you may call the Clerk's Office at 919-560-0025.

4. Minutes (5 min)

[16-1362](#)

Minutes

Attachments: [Regular Session - October 24, 2016](#)

5. Ceremonial Items

[16-1343](#)

Proclamation-National Adoption Awareness Month

Agenda Text:

The Board is requested to recognize the importance of adoption as a path to permanency for children in foster care in our community.

Each year National Adoption Month is celebrated in November to raise awareness of the need for adoptive homes for children in foster care.

See attached proclamation.

Alignment with Strategic Plan: This recognition aligns with Goal 3: Safe and Secure Community.

Resource Persons: Michael A. Becketts, Director, Jovetta L. Whitfield, Assistant Director, Sharyn Flood, Program Manager and Janice Williams, Adoption Supervisor.

County Manager's Recommendation: The County Manager recommends that the Board issue the Proclamation declaring November Adoption Awareness Month in Durham County.

Attachments: [Proclamation - National Adoption Month](#)

[16-1383](#)

Resolution and Recognition of Veterans Day 2016

Agenda Text:

The Board is requested to pay tribute to our Veterans and read a resolution acknowledging Veterans Day events that were held November 11.

The United States Congress passed a concurrent resolution on June 4, 1926 calling for the observance of November 11 with appropriate ceremonies. On May 13, 1938, an act, made the 11th of November in each year a legal holiday known as Armistice Day.

In 1954, the 83rd Congress amended the Act of 1938 to replace the word "Armistice" with the word "Veterans." Once this legislation was approved, November 11 became known as Veterans Day, a day to honor American veterans of all wars. President Eisenhower issued the first Veterans Day Proclamation on October 8, 1954.

On November 11, 2016, the Veterans Services Office hosted a public event to honor our veterans. Effective 2016, Durham County and Durham City governments began to honor its veterans with a paid holiday in keeping with

state and Federal government practices.

Alignment with Strategic Plan: Recognizing and assisting our veterans will impact all five of our strategic goals.

Resource Persons: Michael D. Page, Chair, Board of County Commissioners

County Manager's Recommendation: The County Manager recommends that the Board read the resolution in honor of Veterans Day and present it to Lois Harvin-Ravin, Veteran Services Director.

Attachments: [Resolution - Veterans Day 2016](#)

16-1384

Resolution in Support of the Equal Rights Amendment

Agenda Text: The Board is requested to approve the attached resolution in support of the Equal Rights Amendment (ERA). North Carolina is one of 14 states that failed to ratify the ERA. Last month, the City of Durham passed a resolution in support of the ERA to the U. S. Constitution. Marena Groll, chair of NC4ERA and co-chair of ERA-NC has made the request for the resolution and will speak to the issue.

Alignment with Strategic Plan: This resolution aligns with Strategic Goal 1: Community and Family Prosperity and Enrichment

Resource Persons: Chairman Michael D. Page

County Manager's Recommendation: The County Manager recommends that the Board approve the resolution and present to Marena Groll, Chair of NC4ERA and co-chair of ERA-NC.

Attachments: [Resolution - Equal Rights Amendment 2016 FINAL](#)

16-1389

Recognition of "Peaceful Presence Award" Recipient -Durham County Criminal Justice Resource Center

Agenda Text: The Board is requested to congratulate the Durham County Criminal Justice Resource Center which was recently awarded the 2016 "Peaceful Presence Award" by the Religious Coalition for a Nonviolent Durham.

The first "Peaceful Presence Award" was presented in 2006 and is presented to recognize exemplary peacemakers in Durham, according to Marcia Owen, Executive Director of the Coalition. The mission of the coalition is to prevent and rectify the injustice and violence in Durham.

Since 2004, the CJRC has partnered with the Religious Coalition to provide referrals, training and supervision for the coalition's Reconciliation and Reentry Ministry to help offenders and the Durham Community reconnect and restore wholeness to one another.

Alignment with Strategic Plan: This item aligns with Goal 3: Safe and Secure Community.

Resource Persons: Marcia Owen, Executive Director of the Religious Coalition for a Nonviolent Durham.

County Manager's Recommendation: The County Manager recommends that the Board present the "Peaceful Presence Award" to Gudrun Parmer, along with the sincere congratulations of the Board and staff of Durham County Government.

6. Consent Agenda (15 min)

16-1273

Approval for Sole Source Exemption for the Purchase of the Hoopla Service

Agenda Text:

The Library currently provides the Hoopla service to library users. Hoopla allows patrons to download digital comics, ebooks, audiobooks, movies, TV shows and music. Popularity of digital materials has increased dramatically, and the library wishes to continue to provide hoopla's content to its patrons. With the upcoming, tentative closing of the Main Library for renovation, access to digital materials will be more important and more in demand than ever.

The Library's current agreement for Hoopla is in the amount of \$40,000. To allow for anticipated increased usage, the Library requests the Board to provide approval for sole source exemption for the purchase of the Hoopla service from Midwest Tape LLC in an amount up to \$125,000 annually. No additional funds are being requested for this contract. Funds will be used from the Library's Resources and Technical services existing budget. The Board is also requested to provide approval for the County Manager to approve additional amounts to execute any other related contracts such as amendments, if necessary, not to exceed \$200,000 annually.

Hoopla is the only digital content platform that allows multiple users to access content at the same time, and that includes an entire collection of materials of multiple formats rather than having library staff select content individually. Hoopla also is unique in offering unlimited simultaneous audiobooks (which is the most popular format with DCL customers who are currently using the service) and full music albums, many on their release date.

The library pays only for that content which is checked out. Hoopla provides an administrative module which includes reports on usage and trends as well as customizable item limits and budgetary controls.

Alignment With Strategic Plan: This request aligns with the Strategic Plan Goal 1 "Community and Family Prosperity and Enrichment" by providing library materials which support and enhance the educational, creative and cultural opportunities available to library users.

Resource Persons: Tammy Baggett-Best, Library Director; Jan Seabock, Collection Development Administrative Librarian; Katherine Makens,

Resources and Finance Officer

County Manager's Recommendation: The County Manager recommends that the Board provide approval for sole source exemption for the purchase of the Hoopla service in the amount of \$125,000 annually. The Board is also requested to provide approval for the County Manager to approve additional amounts to execute any other related contracts such as amendments, if necessary, not to exceed \$200,000 annually.

Attachments: [Midwest-Hoopla2ndAmendment_Nov2016](#)

16-1291

Appointment of Chairperson for Durham County ABC Board

Agenda Text: The Board is requested to The Board is requested to appoint Wayland Burton as Chairperson of the Durham County ABC Board by a recommendation made from its board members at its regular board meeting on September 19, 2016.

Alignment with Strategic Plan: Goal 5 - Accountable, Efficient and Visionary Government

Resource Persons: Rufus Sales, Acting General Manager

County Manager's Recommendation: The County Manager recommends that the Board appoint Wayland Burton as Chairperson of the Durham County ABC Board.

16-1345

Budget Ordinance Amendment No. 17BCC000018 - General Fund fund Balance Appropriation of \$140,473 to Re-appropriate Funds Approved in FY2016 to Support Roof Repairs to the Lincoln Community Health Center

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 17BCC000018 re-appropriating \$140,473 of General Fund fund balance to support the cost of roof repairs at Lincoln Community Health Center.

During the budget 2015-16 development cycle, a request was made to the Board of County Commissioners from Lincoln Community Health Center (LCHC) to help cover the cost for a roof replacement. LCHC partners with Durham County Government to comprehensive primary and preventive healthcare to Durham County residents.

Durham County Government's lease agreement with Lincoln Community Health Center indicates that LCHC has sole responsibility for building utilities, maintenance and repairs. The lease further states that LCHC has entered into an agreement with Durham County Hospital and Duke University for providing maintenance of the premises and minor repairs. Lincoln Community Health Center's current fiscal status does not allow them to fund the much needed roof repair. As such, the request was presented to the BOCC to help cover the cost for the expense in June 2015. Although no formal vote was taken, BOCC members agreed to support half of the roof replacement repair cost to help ensure future health care services were not interrupted resultant from the

building's infrastructure. Duke University Health System was also approach to help cover the roof replacement costs. The original project estimates totaled \$300,000, with the final bids totaling \$280,946. Durham County's apportioned expense totaled \$140,473.

The funds were approved for appropriation on the October 12, 2015 BOCC agenda and added to the budget. Duke invoiced Durham County requesting payment but the invoice was not processed before the fiscal year end of June 30, 2016 and the appropriated funds fell to the General Fund fund balance. This is a budgetary entry only for FY2017 to allow for payment of the invoice.

Alignment with Strategic Plan: This grant aligns with Strategic Goal 2: Health and Well-being for All. In helping maintain Lincoln Community Health Center infrastructure Durham County provides extended vital health services to citizens of Durham County.

Resource Persons: Wendell Davis, County Manager

County Manager's Recommendation: The Manager recommends the Board of County Commissioner approve Budget Ordinance Amendment No. 17BCC000018 appropriating \$140,473 of General Fund fund balance to support the cost of roof repairs at Lincoln Community Health Center.

Attachments: [AAF-18 Legal Form Appropriating General Fund fund balance for LCHC roof rep](#)

16-1346

Budget Ordinance Amendment No. 17BCCC000019 to Recognize Revenue from the Bureau of Justice Assistance (BJA) in the amount of \$60,811

Agenda Text: The Board is requested to authorize acceptance of the 2016 State Criminal Assistance Program (SCAAP) award and amend the Detention Center operating budget to allocate the funding in the amount of \$60,811.

The Durham County Sheriff's Office, assisted by Segal Revenue & Expense Specialists, applied for reimbursement of incurred correctional officer salary costs through SCAAP, which is administered by the Bureau of Justice Assistance (BJA). SCAAP provides federal payments to states and localities that incurred salary costs for incarcerating undocumented criminal aliens who have at least one felony or two misdemeanor convictions for violations of state or local law, and who are incarcerated for at least 4 consecutive days during the reporting period. The Bureau of Justice Assistance has announced that Durham County is eligible for payment in the amount of \$60,811.

These funds will be allocated to cover staff overtime at the Detention Center. Based on the terms of the contract Segal Revenue & Expense Specialists will be paid seventeen percent (17%) of the eligible award amount for compiling Detention Center population data. A payment of \$10,000 will be made to Segal Revenue & Expense Specialists from previously budgeted funds.

Alignment with Strategic Plan: The funds will be used to cover overtime needs for Detention Center staffing which is consistent with Goal 3 of the County's Strategic Plan.

Resource Persons: Kim Franklin, Sheriff's Finance Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize the Sheriff's Office to accept the award in the amount of \$60,811 from the Bureau of Justice Assistance and approve Budget Ordinance Amendment No. 17BCC000019 amending the Sheriff's Detention Center budget as requested to support overtime staffing costs.

Attachments: [AAF-19 Legal Form SCAAP Reimbursement for Sheriff's Department \(\\$60,811\)](#)

16-1347 **Budget Ordinance Amendment No. 17BCCC000020 to Recognize Revenue from the American Society for the Prevention of Cruelty to Animals (ASPCA) in the amount of \$50,000**

Agenda Text: The Board is requested to authorize acceptance of the ASPCA Pet Retention Fund award and amend the Animal Services operating budget to allocate the funding in the amount of \$50,000.

The Durham County Sheriff's Office Animal Services Division has created a Healthy Animal Initiative to improve the quality of life for Durham animals, reduce animals that are impounded at the shelter and build community trust. Animals find their way to the shelter either through surrender or calls for service because families are unable to provide for their animals. In a joint effort with the ASPCA, the Pet Retention Fund will fund supplies and medicine to help the Animal Services Division carry out its healthy animal initiative.

Alignment with Strategic Plan: The funds will be used for the health and well-being of Durham animals which is consistent with Goal 2 of the County's Strategic Plan.

Resource Persons: Kim Franklin, Sheriff's Finance Manager, Lt. Tim Deck

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 17BCC000020 in the amount of \$50,000 from the ASPCA and amend the Sheriff's Animal Services budget as requested to support the Healthy Animal Initiative.

Attachments: [ASPCA Grant Award](#)
 [AAF-20 Legal Form ASPCA Grant for Healthy Animal Initiative in Animal Service](#)

16-1350 **Budget Ordinance Amendment No. 17BCC000027 Recognizing \$99,926 in Federal Grant Funds from the North Carolina Division of Social Services for the Community Response Program (CRP)**

Agenda Text: The Board is requested to recognize a federal grant award in the amount of \$99,926 from the North Carolina Division of Social Services for the provisions of the Community Response Program (CRP). These programs are intended to fill a gap in the continuum of child maltreatment prevention. The Department

will enter into a service contract with Exchange Family Center to provide parent coaching and case management. This Collaboration for Coaching and Case Management, (CCC) will be offered as a voluntary program to families identified by the Program Manager or Supervisor of Child Protective Services Investigations from families screened out at intake; closed with no services needed after an initial assessment; closed with service recommended after an initial assessment; or closed, unsubstantiated. Priority will be given to families with children under age five who would benefit from increasing knowledge of parenting and child development or whose children have deficits in social and emotional development.

Attached is a copy of the funding authorization for State Fiscal Year 2016-2017. Funding will be authorized for three years, from July 1, 2017 until June 30, 2019. The funding authorization will be renewed for State Fiscal Year 2018 and State Fiscal Year 2019, based on availability of funding and program performance. No county funds are required.

Alignment With Strategic Plan: This action aligns with Goal 2: Health and Well-being for All.

Resource Persons: Michael A. Becketts. Director.

County Manager's Recommendation: The County Manager recommends that the Board approve Amendment No. 17BCC000027 recognizing \$99,926 in Federal Grant Funds from the North Carolina Division of Social Services for the Community Response Program (CRP).

Attachments: [Community Response Program-FY17](#)
[AAF-27 Legal Form DSS CRP Grant](#)

16-1351 **Budget Ordinance Amendment No. 17BCCC000021 to Recognize Revenue from the Bureau of Justice Assistance (BJA) in the amount of \$228,808 for a Mental Health Collaboration Grant With 25% (\$57,202) Matching County Grant**

Agenda Text: The Board is requested to authorize acceptance of the 2016 Bureau of Justice "Justice and Mental Health Collaboration Grant" and amend the Sheriff's Office budget to allocate grant funding in the amount of \$228,808 and a 25% match of \$57,202 in County General Fund fund balance. This brings the total grant amount to \$286,010.

Limited screening capability and lack of information about criminogenic risks/needs of inmates has created significant housing and treatment obstacles at the Durham County Detention Facility. Durham County North Carolina's population was 267,587 in 2010. Over 8,000 individuals were booked into the Durham County Detention Facility in 2015, which had an average daily census of 510 inmates. Approximately 20% of the inmates are identified with a severe

mental illness and are in need of psychotropic medication.

The Justice and Mental Health Collaboration grant will plan and implement a system-wide enhancement of Durham County's current protocol for identifying, screening, and tracking inmates with mental illness to improve the detention facility's classification and housing system and its ability to target interventions. This project will also implement universal screening and assessment of mentally ill inmates for criminogenic risk/needs, and identify and implement a secondary information system that links to the existing one containing mental health status, criminogenic risk/needs, and Medicaid status at admission. Lastly, the grant will enable the Sheriff's Office to accelerate training of detention facility staff in Mental Health First Aid and Crisis Intervention courses by establishing in-house training resources. The grant award is for three years and will support a new Cognitive Behavioral Counselor in the second and third year.

Alignment with Strategic Plan: The funds will be used for mental health training and initiatives in the Detention Center, which is consistent with the County's Strategic Goal 2 and Goal 3.

Resource Persons: Brian Jones, Sheriff's Planning and Development Manager, Gudrun Parmer, Director of Criminal Justice Resource Center

County Manager's Recommendation: The County Manager recommends that the Board authorize acceptance of the 2016 Bureau of Justice "Justice and Mental Health Collaboration Grant" and amend the Sheriff's Office budget to allocate grant funding in the amount of \$228,808 and a 25% match of \$57,202 in General Fund fund balance for a total of \$286,010 related to the grant.

Attachments:

[JMHCP Acceptance Durham Sheriff](#)

[AAF-21 Legal Form Sheriff Grant Award from BJA for Mental Health Collaborati](#)

16-1352

Records Retention and Disposition Schedule for the Office of the Sheriff

Agenda Text:

The Board is requested to approve the Amended Records Retention and Disposition Schedule for the Office of the Sheriff in accordance with N.C. General Statute §121-5(b). This amendment pertains specifically to Audio and Video Recordings. General Statute §121-5 mandates that these records be disposed of only in accordance with an official records retention schedule. Such schedules are written by the North Carolina Department of Cultural Resources, Division of Historical Resources in cooperation with the agency or governing body and require the official approval of these bodies, as required by law, for records disposition actions.

The schedule contains a listing and brief description of the records maintained by the Sheriff of Durham County and identifies the minimum period of time each record series must be retained. The schedule provides a comprehensive records disposition plan, which, when followed, ensures compliance with statutory authority above. In the event that a state or federal legal requirement,

statute, local ordinance, or program requires that a record be kept longer than specified in this schedule, the longer retention period shall be applied. The current schedule was adopted on November 15, 2015.

In accordance with N.C. General Statute, §121-5(b), the Sheriff hereby requests that the Board of County Commissioners approve the attached Amended Records Retentions and Disposition Schedule and include a copy in the minutes of the meeting during which the guidelines are approved. The Chairman of the Board of Commissioners should indicate approval by signing the agreement. This approval authorizes the Sheriff to administer the schedule, subject to local ordinance and in compliance with North Carolina General Statutes.

Alignment with Strategic Plan: Proper record retention is consistent with County's Goal 5, Accountable, Efficient, and Visionary Government.

Resource Persons: Capt. Don Baker, Administrative Captain

County Manager's Recommendation: The County Manager recommends that the Board approve the Records Retention Schedule issued by the North Carolina Department of Cultural Resources for records maintained by the Sheriff.

Attachments: [County Sheriff amend 10-1-2016](#)

16-1353 **Budget Ordinance Amendment No. 17BCC000022 to Recognize \$10,000 from the North Carolina Division of Health and Human Services, Division of Public Health to Increase HIV/STD testing**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 17BCC000022 to recognize funds in the amount of \$10,000 from the NCDHHS Division of Public Health to increase HIV/STD testing. The testing will target persons at high risk and in communities of high incidence of HIV and other STDs. The additional funding will assist the Health Department in reaching its objectives of testing 1,500 unduplicated clients.

The Board of Health has approved this amendment.

Please note that this amendment requires no additional County funds.

Alignment With Strategic Plan: This grant aligns with Strategic Goal 2: Health and Well-being for All because identifying individuals with HIV, syphilis, gonorrhea, chlamydia and Hepatitis C and linking them to care will decrease STIs in our community and improve health outcomes.

Resource Persons: Gayle B. Harris, MPH, Health Director

County Manager's Recommendation: The County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment No. 17BCC000022 to recognize funds in the amount of \$10,000 from the NCDHHS Division of Public Health to increase HIV/STD testing.

Attachments: [AAF-22 Legal Form Public Health NCDHHS Funds to Increase HIV-STD Testing](#)

16-1354 Budget Ordinance Amendment No. 17BCC000023 to Recognize \$7,500 from the NC Department of Health and Human Services (Division of Public Health) to Promote Naloxone Distribution

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 17BCC000023 to recognize funds in the amount of \$7,500 from the NC Department of Health and Human Services (Division of Public Health) to promote distribution of naloxone in pharmacies and in the community and increase safer prescribing and dispensing of opioids among medical providers and pharmacists. Naloxone is a safe, non-addictive antidote for an opioid overdose.

The Board of Health has approved this amendment.

Please note that this amendment requires no additional County funds

Alignment with Strategic Plan: This grant aligns with Strategic Goal 2: Health and Well-being for All because drug overdoses are now the leading cause of injury deaths in the US and opioid overdose deaths have greatly contributed to this rise.

Resource Persons: Gayle B. Harris, MPH, Health Director

County Manager's Recommendation: The County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment No. 17BCC000023 to recognize funds in the amount of \$7,500 from the NC Department of Health and Human Services (Division of Public Health) to promote distribution of naloxone in pharmacies and in the community and increase safer prescribing and dispensing of opioids among medical providers and pharmacists.

Attachments: [AAF-23 Legal Form Public Health NCDHHS Funds to Promote Naloxone Distrib](#)

16-1355 Budget Ordinance No. 17BCC000025 Recognizing a Total of \$140,413 in Revenue for Child Care, Adult Day Care Funds and First Presbyterian Donations

Agenda Text: The Board is requested to approve the Department of Social Services request to recognize funds subsequent to adoption of the FY 2016-17 Budget.

Child Care: Counties initially receive a projected child care allocation amount for the next State Fiscal Year in their annual budget estimates in February. The Division of Child Development and Early Education (DCDEE) later issues a funding authorization to each county for funds allocated. The county may find that the allocation figure on the funding authorization is different from the budget estimates issued in February. The Department prepares a budget amendment when this occurs. DCDEE also administers the reallocation of funds throughout the year.

1. The Department received a Child Care Funding Authorization for Non Smart Start Direct Services Allocation (provider payments) and

recognizes **\$127,215**. Funds will be expended in compliance with all state laws, rules, policies and procedures. Attached is a copy of the funding authorization.

2. The Department recognizes Child Care Services Support Funds in the amount of **\$5,301**. This is the difference between the adopted budget and the allocation. Attached is a copy of the funding authorization.

The total direct services allocation is \$16,087,432 and the total service support allocation is \$670,310 for a combined allocation of \$16,757,742.

Adult Day Care: The State Adult Day Care Fund is authorized by the General Assembly for county departments of social services to purchase adult day care and adult day health care services from certified adult day services providers for at-risk adults, age 18 and older. The Department received an Adult Day Care Funding Authorization from the Division of Aging and Adult Services. The department recognizes **\$5,160** in federal dollars and state dollars; and **\$737** will be appropriated from undesignated fund balance for the County cost for a total of \$5,897. This is the difference between the adopted budget and the allocation. Attached is a copy of the funding authorization.

First Presbyterian Church (FPC) has donated two thousand dollars (**\$2,000**) for housing and utility assistance, and medical prescriptions/durable supplies assistance. DSS will assess clients for eligibility based on current criteria for emergency assistance. If the eligible client's need exceeds DSS criteria then FPC Funds can be used to meet a one-time per year crisis need for housing or utilities. DSS will adhere to the two year terms of the Memorandum of Understanding entered into on September 1, 2016.

Alignment with Strategic Plan: Goal 2: Health and Well-being for All.

Resource Persons: Michael A. Becketts, Director; Rhonda Stevens, Assistant Director; Jovetta Whitfield, Assistant Director and Richard Stegenga, Assistant Director.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance No. 17BCC0000025 Recognizing a total of \$140,413 in Revenue for Child Care, Adult Day Care Funds and First Presbyterian Donations.

Attachments:

[Child Care FA \\$132,516 backup](#)

[Adult Day Care FA AAF \\$5897 backup](#)

[First Presbyterian MOU backup for AAF \\$2000](#)

[AAF-25 Legal Form Recognize additional DSS revenues](#)

16-1358

Approval of BOCC - Board of Education Memorandum of Understanding

Agenda Text:

The Board is requested to approve the finalized Memorandum of Understanding

(MOU) worked out between the Board of County Commissioners and the Durham Public Schools Board of Education.

The Board of County Commissioners and DPS Board of Education have had MOUs before which governed and/or guided various aspects of their relationship. Those earlier MOUs either expired or fell into disuse, but in recent years both parties have expressed interest in a renewed MOU to help frame and guide the relationship between the two elected bodies. Over the past year, multiple versions have been discussed and considered, and the attached document is a consensus document. The document may not represent even all of the two bodies' mutual interests, never mind the other interests which each may have, but both bodies and their senior staffs agree that the document represents an important acknowledgement of both bodies' responsibilities and commitments to improving our local, public education system.

Alignment with Strategic Plan: A strong and well-supported public education system is a strong driver for improvements in every goal area of our County Strategic Plan.

Resource Persons: Wendell Davis, County Manager

County Manager's Recommendation: The Board is requested to approve the finalized Memorandum of Understanding (MOU) worked out between the Board of County Commissioners and the Durham Public Schools Board of Education.

Attachments: [FINAL MOU BOE BOCC 10-24-16](#)

16-1359 **Budget Ordinance Amendment No. 17BCC000024 - Appropriate Restricted Funds for the Sheriff's Office, CJRC, Fire Marshall, Public Health, Social Services and Cooperative Extension**

Agenda Text:

The Board is requested to approve a budget amendment in the amount of \$758,167.72 to appropriate restricted funds for the Sheriff's Office, CJRC, Fire Marshall, Public Health, Social Services and Cooperative Extension. These revenues are unspent monies that were received in FY2016 for restricted purposes. These monies were restricted in fund balance in FY2016. This is an annual process in which County departments identify remaining (unspent) restricted revenue (e.g., grant, federal/state award, donations, etc.). Because they are restricted in fund balance, there is no impact on unassigned fund balance or the fund balance as a percentage of total general fund expenditures. This is a budgetary entry only for FY2017 to allow the spending of the restricted monies for the purposes of which they were received.

Alignment with Strategic Plan: This request relates to the following elements of the Durham County Strategic Plan: The effort aligns with Goal #5 (Accountable, Efficient, and Visionary Government).

Resource Persons: George Quick, Chief Financial Officer and Keith Lane, Budget and Management Services Director

County Manager's Recommendation: The County Manager recommends approval of Budget Ordinance Amendment No. 17BCC000024 to appropriate restricted fund balance in the amount \$758,167.72

Attachments: [AAF-24 Appropriate Restricted Funds from FY16](#)
[AAF-24 Legal Form Appropriate Restricted Funds from FY16](#)

16-1360

Request Approval of Three Year Contract (\$99,615 Annually) with OpenGov Inc. for Software Services Supporting Managing For Results (MFR) Data Analysis and Visualization Needs

Agenda Text: The Board is requested to approve a three year contract with OpenGov Inc. to provide specialized software services, supporting Managing For Results (MFR) related data needs, to Durham County at an annual cost of \$99,615. Already budgeted funds for MFR related costs will support the initial contract year.

As part of developing a robust Managing For Results program County staff has been reviewing and testing, over a year, various services and products in order to enhance data collection and visualization. Durham County produces a tremendous amount of data daily, but is limited in personnel, skill sets, and time to provide that data in useable form to large numbers of users, administrators, the Board, and citizens. Key needs for the County in deciding on a data collection and visualization product include: ease of use, scalability, support of various data formats, availability of data analysis to various groups, strong customer support, and quick product implementation. The OpenGov platform, services, and products best meet the key needs of the County. The contract selected by Durham County offers a minimum \$40,000 reduction in annual contract costs due to the “strategic partnership” value OpenGov sees with Durham County government.

OpenGov Inc. is providing Durham County access to its “Smart Government Platform” which provides Management Reporting, Open Data, Financial Transparency, and Budgeting tools. Cloud based technologies allow OpenGov to deliver “Software-as-a-Service (SaaS) which eliminates long implementation cycles and ongoing maintenance support from Durham County’s Information Services and Technology department. All OpenGov products and reports will be available through a web browser allowing staff, the Board, and citizens continuous access to information. More than 1,300 governments in 47 states are using OpenGov which in turn allows for future benchmarking possibilities across government entities as data from all subscriber governments is located within the same OpenGov system. OpenGov services and products will support better revenue management and analysis, capital project reporting, management reporting and public engagement.

Alignment with Strategic Plan: This request strongly supports the following elements of the Durham County Strategic Plan: Accountable, Efficient and Visionary Government

Resource Persons: Keith Lane, Budget and Management Services Director; Claudia Odom-Hager, General Manager-Accountable, Efficient and Visionary Government

County Manager's Recommendation: The County Manager recommends that the Board approve a three year contract with OpenGov Inc. to provide specialized software services, supporting Managing For Results (MFR) related data needs, to Durham County at an annual cost of \$99,615. Already budgeted funds for MFR related costs will support the initial contract year.

Sponsors: Lane

Attachments: [Durham County OpenGov Proposal](#)
[Open Gov Contract](#)

16-1364 **Budget Ordinance Amendment No. 17BCC000026 Appropriating \$1,250.00 from General Fund Fund Balance for the "All Together Now Award" for the Youth Home**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 17BCC000026 appropriating \$1,250 of fund balance in the general fund for the Youth Home's All Together Now Award. The project will help build and strengthen a referral network to link young people to quality care. The funds will be used to purchase software to assess mental and physical health of juveniles upon admission and materials to educate youth on healthy lifestyles.

The Youth Home received the All Together Now Award grant funds in May 2016 (fiscal year 2016) and it was posted to the County's general ledger on May 31, 2016. Due to receiving these funds so late, they were not spent before the fiscal year ended. At the end of the fiscal year the grant was closed to unassigned fund balance and needs to be included in restricted fund balance. These funds are restricted per the grant thus, we are requesting that these funds be re-appropriated in fiscal year 2017 to be spent according to the grant guidelines.

Alignment with Strategic Plan: This request relates to of the County's Strategic Plan: Goal 3: Safe and Secure Community and Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Angela G. Nunn, Youth Home Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 17BCC000026 appropriating \$1,250 from fund balance in the general fund for the "All Together Now Award" grant funds.

Attachments: [AAF-26 Legal Form Youth Home Appropriating Grant Funds from Unassigned F](#)

16-1366 **Capital Project Amendment No. 17CPA000009 Appropriation of 2016 Authorized Limited Obligation Bond (LOBs) Funding in the Amount of \$4,000,000 for the Judicial Building Capital Project (4730DC073) and Approval of Construction Contingency for the Construction**

Manager @ Risk “Guaranteed Maximum Price” Contract for the Judicial Building Renovation

Agenda Text:

The Board is requested to approve Capital Project Amendment No. 17CPA000009 appropriating authorized 2016 Limited Obligation Bond (LOBs) funds of \$4,000,000 to the Judicial Building Renovation capital project (4730DC073) and to approve the construction contingency for the Construction Manager @ Risk “Guaranteed Maximum Price” Contract for the project in the amount \$1,150,000.

Project	Current	Increase/ Budget	Revised Decrease	Budget
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Judicial Building Renovation

Project (473DC073)	\$	43,209,129.18	\$4,000,000	\$47,209,129.18
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On August 22, 2016, the BOCC awarded the Construction Manager @ Risk “Guaranteed Maximum Price” (GMP) Contract to Whiting-Turner Contracting Company in the combined total amount of \$38,098,670 for the renovation project. The GMP award did not include construction contingencies pending the approval of the additional funding for the project. This request is for the approval of construction contingency at (3%) in the amount of \$1,150,000 to execute any other related contracts including change orders if necessary not to exceed the available construction budget of \$39,248,670.00. This request will allow for the timely completion of construction activities and opening of the renovated facility, currently scheduled for July/August 2018.

The remaining \$2,850,000.00 requested herein will be used for furnishings, fixtures and equipment, exercise/wellness equipment, studio broadcast equipment, public art, moving expenses, fundamental commissioning and other related project expenses.

Demolition is currently underway. The goal of the Judicial Building Renovation is to modernize and re-purpose a building that was originally constructed in 1978. The building has seven floors, plus a basement, with a total of 170,000 S. F. Once completed, it will house various Durham County administrative offices, multiple meeting rooms, and leasable retail space on the first floor. The scope includes a total reconfiguration of the building interior, replacement of all the major building systems, adding a fire protection system, and completely rearranging the elevator core. The exterior envelope will be replaced with a system that meets the current energy performance standards, and will reimage the overall building. Minor alterations will be needed to the building structure. Along Main Street, the existing planters will be removed and the entry steps broadened to open the building to the street. The existing plaza will remain with selective alterations to materials and plantings. The project will also be seeking a LEED “Certified” rating.

Alignment with Strategic Plan: This aligns with Goal 4 - Environmental Stewardship - through the improvement of the environmental performance of

County buildings to reduce energy use and greenhouse gas emissions from the built environment. The relocation of various departments into this facility also addresses Goal 5 by providing more efficient service delivery and better customer service.

Resource Persons: Jay Gibson, P.E., General Manager; Peri Manns, ASLA, Deputy Director of Engineering and Environmental Services; George Quick, Finance Director; and Keith Lane, Director of Budget and Management Services

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 17CPA000009 appropriating authorized 2016 Limited Obligation Bond (LOBs) funding in the amount of \$4,000,000 to the Judicial Building Renovation Capital Project (4730DC073) and approve the construction contingency at (3%) in the amount \$1,150,000 to execute any other related contracts including change orders if necessary not to exceed the available construction budget of \$39,248,670 for the Construction Manager @ Risk "Guaranteed Maximum Price" Contract for the Judicial Building Renovation.

Attachments: [CPA-09 Legal Form Judicial Building Renovation - LOBs Funding \(\\$4,000,000\)](#)

16-1373

Approval of Information Security Services from Robert Half Technology Division in the Amount of \$45,630 for the Purpose of Information Security Program Analysis and Review

Agenda Text: The Board is requested to authorize the County Manager to enter into contract with the Robert Half Technology for information security services using funds from the current fiscal year operating budget.

Information security services are essential to improve Durham County cyber security practices, compliance with information security requirements, risk identification and mitigation and overall security posture critical to maintaining and supporting information technology and business operations. Staff resources and the high level of expertise in this field are limited and these services will bridge the gap and significantly aid the department until the Information Security Officer position is filled.

Alignment with Strategic Plan: Secure, efficient and effective operations of business applications supporting citizens across our County departments aligns with Goal 5 (Accountable, Efficient and Visionary Government) of the Strategic Plan

Resource Persons: Greg Marrow, Chief Information Officer

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract for \$45,630 with current fiscal year operating funds.

Attachments: [RHI - Information Security Support Contract - 11-3-16](#)

16-1387

Interlocal Agreement with City of Durham for New E911 Communications Facility

Agenda Text:

The proposed agreement addresses the proportionate costs of land acquisition, design, construction, fixtures and equipment of the new E911 communications facility, co-located within the new Durham Police Headquarters facility to be located at 602 Main Street, Durham, NC. A copy of the proposed agreement has been provided. The cost allocation for this project follows the current apportionment ratio (21%/79%) approved in the December 2014 interlocal agreement between the County and the City. The Board was briefed on the project by the City project team during the September 5, 2016 Board meeting. Additional information about the project cost and parking allocation requested by the Board was provided via email on September 30, 2016. The project is expected to be completed by August 2018.

Agreement highlights include:

- County contribution (21%) for the project totaling \$2,924,443.
- First payment of \$1,000,000 is due by March 31, 2017.
- Second and final payment in the amount of \$1,924,443 is due when the project reaches 75% completion.
- Additional 911 funding from available resources will be pursued and credited to each party in accordance the apportionment ratio.
- A repayment clause to the County in the amount of 3.18% of sale proceeds is included should the police headquarters building ever be sold.
- County staff representation is included on the project executive team.

The County's contribution for the project has been included in the \$84 million capital financing proposal discussed by Chief Financial Officer George Quick during the November 7, 2016 Board Work Session. The County Manager recommends approving the interlocal agreement for design and construction of 911 Emergency Communications facility between the County of Durham and the City of Durham.

Alignment With Strategic Plan: This action aligns with County's Strategic Goal 3: Safe and Secure Community and Goal 5: Accountable, Efficient, and Visionary Government.

Resource Persons: Jodi Miller, General Manager and Willie Darby, Senior Assistant County Attorney

County Manager's Recommendation: The County Manager recommends that the Board approve the proposed agreement and authorize the County Manager to sign the agreement as presented.

Attachments:

[Final Agreement.pdf](#)

[Floor Plan.pdf](#)

7. Public Hearings

16-1379 Public Hearing and Award of Franchise to Provide Ambulance Service**Agenda Text:**

The Board is requested to conduct a public hearing, as required by ordinance, in order to grant an ambulance franchise for Medex Patient Transport of Raleigh, LLC d/b/a Caliber Patient Care to provide the following services within Durham County: non-emergency and inter-facility transportation at the basic life support level; back-up emergency ambulance service at the request of the County, and special events coverage at the request of the County. Medex Patient Transport of Raleigh, LLC d/b/a Caliber Patient Care has fulfilled the requirements for an ambulance franchise set forth in Chapter 12, Article 2, Division 2 of the Durham County Code of Ordinances.

The franchise application and a copy of the public hearing advertisement are provided. The public hearing was advertised in The Herald-Sun newspaper on October 28-November 11, 2016.

Alignment with Strategic Plan: These requests align with County's Strategic Goal #2: Health and Well-being for All; Strategic Goal #3: Safe and Secure Community; and Strategic Goal #5: Accountable, Efficient, and Visionary Government.

Resource Persons: Skip Kirkwood, Director of EMS

County Manager's Recommendation: The County Manager recommends that the Board conduct a public hearing and if appropriate based on the comments received during the hearing, award an ambulance franchise to Medex Patient Transport of Raleigh, LLC d/b/a Caliber Patient Care.

Attachments:

[Caliber Franchise App](#)

[Caliber Public Notice Receipt](#)

[Caliber Public Notice](#)

16-1380 Public Hearing and Award of Franchise to Provide Ambulance Service**Agenda Text:**

The Board is requested to conduct a public hearing, as required by ordinance, in order to grant an ambulance franchise for LifeStar Emergency Services 2023, LLC to provide the following services within Durham County: non-emergency and inter-facility transportation at the basic life support level, back-up emergency ambulance service at the request of the County, and special events coverage at the request of the County. LifeStar Emergency Services 2023, LLC has fulfilled the requirements for an ambulance franchise set forth in Chapter 12, Article 2, Division 2 of the Durham County Code of Ordinances.

The franchise application and a copy of the public hearing advertisement are provided. The public hearing was advertised in The Herald-Sun newspaper October 28-November 11, 2016.

Alignment with Strategic Plan: These requests align with County's Strategic Goal #2: Health and Well-being for All, Strategic Goal #3: Safe and Secure Community, and Strategic Goal #5: Accountable, Efficient, and Visionary Government.

Resource Persons: Skip Kirkwood, Director of EMS

County Manager's Recommendation: The County Manager recommends that the Board conduct a public hearing and if appropriate based on the comments received during the hearing, award an ambulance franchise to LifeStar Emergency Services 2023, LLC.

Attachments: [Life Star Franchise App](#)
[Life Star Public Notice Receipt](#)
[Life Star Public Notice](#)

8. ITEMS PULLED FROM CONSENT AGENDA (20 min)

9. Adjournment