



# Durham County

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

## Meeting Agenda Board of County Commissioners

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Monday, March 1, 2021

9:00 AM

Commissioners' Chambers

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### Work Session

#### "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 Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair 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.

### 9:00 am Work Session Agenda

#### 1. Citizen Comments (30 min)

[21-0164](#)

##### Citizen Comments (30min)

Agenda Text:

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers were asked to provide comments prior to the start of the meeting so that staff may reply to comments and/or questions. All speakers are requested to refrain from addressing issues related to personnel matters.

**Alignment with Strategic Plan:** Citizen engagement aligns with all five of the strategic goals by allowing the Board to receive comments and concerns from the community related to important issues in Durham County.

**Resource Persons:** Monica W. Toomer, Clerk to the Board

**County Manager's Recommendation:** The County Manager recommends that the board receive citizen comments and direct staff to respond, as deemed appropriate.

#### 2. Consent Agenda (15 min)

[20-0645](#)

Budget

Ordinance

Amendment

No.21BCC000079 Recognizing

**\$150,000 in Grant Funding from Global Tel Link Corporation (GTL) to the Durham County Sheriff's Office****Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No.21BCC000079 recognizing \$150,000 in grant funding from Global Tel Link Corporation (GTL) to the Durham County Sheriff's Office. The Sheriff's Office will use a portion of the funding to assist in the purchase of X-ray machines and metal detectors for the Detention Facility and Courthouse. The remaining funding will be used for safety equipment and upgrades at the Detention Facility. Additional operating funding in the amount of \$711.71 will be used to fund the remaining amount required for the Detention Facility projects.

GTL has provided telephone services to detainees in the Durham County Detention Facility since April of 2015. As part of the inmate telephone service agreement, GTL provides the Durham County Sheriff's Office with a one-time technology grant with each contract renewal. The most recent GTL Contract renewal in 2020 provided another one-time grant in the amount of \$300,000 to fund infrastructure upgrades, which includes other GTL products. The approved FY20-21 budget appropriated \$150,000 of these funds to the Sheriff's Office. This request will be for the remaining \$150,000 in GTL funding.

The projects being funded with the grant are provided below. GTL has approved funding the provided projects with the grant. Note: Funding to complete the X-Ray and metal detector purchases is addressed in a separate agenda item.

**Alignment with Strategic Plan:** This request supports the County's Strategic Goal 3: Safe Community

**Resource Persons:** David LaBarre, Director of Planning and Development, Durham County Sheriff's Office.

**County Manager's Recommendation:** The County Manager recommends that the Board approve Budget Ordinance Amendment No.21BCC000079 recognizing \$150,000 in grant funding from Global Tel Link Corporation (GTL) to the Durham County Sheriff's Office. The Sheriff's Office will use a portion of the funding to assist in the purchase of X-ray machines and metal detectors for the Detention Facility and Courthouse. The remaining funding will be used for safety equipment and upgrades at the Detention Facility

**Attachments:**

[GTL AAF Supplemental](#)

[AAF-79 LEGAL FORM Recognize \\$150K GTL grant for DSO](#)

[GTL \(FY20\)](#)

[RE\\_GTL Grant w\\_DCSO](#)

**21-0019**

**Approval to Execute A Contract with Tyler Technologies to Purchase Eagle System Software at \$487,106 for the Office of Register of Deeds**

**Agenda Text:**

The Board is requested to approve a contract agreement with Tyler Technologies, Inc, for the procurement of Eagle Recorder software functionality for the Register of Deeds' office of Four hundred Eighty-Seven thousand and one hundred and six dollars (\$487,106.00). Three Hundred thousand is currently budgeted under The Automation Fund; the additional needed funds will be added by appropriating \$187,106 from the Automation Fund Fund Balance - budget amendment No. 21BCC000083 is presented with this agenda.

The current software utilized in the Register of Deeds office was purchased in 1999. Since that date, enhancements and new technology have been developed, allowing the office of the Register of Deeds to improve the efficiencies of the operations in the office. After an intensive search and numerous demonstrations and research efforts by the Staff of the Register of Deeds office, Tyler Technologies was chosen to provide the office's software. The malware attack in March of 2020 stressed the importance of completing this endeavor.

The Register of Deeds Automation Funds will fund this project. This purchase is exempt from the bidding process due to Tyler being a Cooperative purchasing program member. Tyler is a member of Sourcewell (Formerly Known as National Joint Powers Alliance) under member number 109820. Whereas Tyler participated in the competitive bid process in response to Sourcewell RFP # 110515 by submitting a proposal, Sourcewell awarded Tyler a Sourcewell contract. This contract from which the Durham County Register of Deeds desires to purchase off the Sourcewell Contract from Tyler Technologies to procure Eagle Recorder Software functionality from Tyler, which Tyler agrees to deliver under the Sourcewell Contract.

These funds utilized for this project are set aside in a non-reversing fund established by N.C. General Statute, 161.11.3. These funds are to be used for computer or imaging technology and needs associated with the preservation and storage of public records in the Register of Deeds' office. The initial purchase will be with 100% of Automation Funds. Subsequently, years of maintenance will be paid from the ROD general fund-Miscellaneous contracting Services with annual savings after the installation is approximately \$100,000.00 per year.

This project has been vetted and approved by the IS&T Department of Durham County Government and the Purchasing Department of Durham County Government.

**Resource Persons:** Sharon A Davis, Register of Deeds

**County Manager's Recommendation:** The County Manager recommends that the Board approve the contract between Tyler Technologies and the County of Durham for \$487,106.00, with funds from the above-established resources.

**Attachments:**

[AAF Supplemental Document - Contract Approval Tyler \(003.1\)](#)  
[Tyler Contract Packet 2021](#)

**21-0087 Approve Budget Ordinance Amendment No. 21BCC000077 Appropriating \$300,000 Risk Management Fund Fund Balance and Transferring those Funds to the General Fund to Settle a Legacy Claim**

**Agenda Text:** The Board is requested to approve Budget Amendment No. 21BCC000077 appropriating \$300,000 Risk Management Fund fund balance and transferring those funds to the General Fund to Settle a Legacy Claim. The funds will be used to settle the legacy claim; however, Durham County will be reimbursed this fiscal year, resulting in a budgetary net zero effect.

Between 1994-2002 the County had excess workers compensation coverage through Employers Reinsurance Corporation. That is the company who will provide the reimbursement for the claim related to this budget amendment. Between 2002 and 2016 we were uninsured. At the time, the Risk Manager and County Attorney agreed to rely heavily on governmental immunity and not purchase insurance. In 2016 the County began purchasing excess workers compensation again under the guidance of the Risk Manager at the time. At this time, we began our coverage with Safety National, who is still providing our workers compensation insurance.

As a part of our Risk Management strategy, we work diligently to eliminate the County's liability by aggressively settling and closing worker's compensation claims. Unfortunately, there are a few outstanding claims from the Employers Reinsurance Corporation time that are a larger expense due to the length the claim has been open. These legacy claims provide us an opportunity to close through settlement. We currently have the opportunity to settle a legacy claim and decrease the County's liability.

The current amount of funds in the Risk Management Expenditure Budget will not cover the potential cost of the settlement, and this amendment will allow that expense to be paid.

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

**Resource Persons:** Janelle Owens, Safety & Risk Officer and Lowell L. Siler, County Attorney

**County Manager's Recommendation:** The Board is requested to approve Budget Amendment No. 21BCC000077 to appropriate Risk Management Fund Fund Balance to Settle a Legacy Claim.

**Attachments:** [AAF- 77 Appropriate \\$300K Risk Management Fund Balance Legacy Claim](#)  
[AAF-77 Legal Form Appropriate 300K Risk Mngtmt F Balance Legacy Claim](#)

**21-0089 Approval of Budget Ordinance Amendment No.21BCC000080**

**Appropriating \$194,207.63 of Debt Service Fund Fund Balance to replace X-Ray Machines and Metal Detectors in the Courthouse and Detention Facility and Approval of Contract with Point Security, Inc.**

**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 21BCC000080 appropriating \$194,207.63 of Debt Service Fund Fund Balance to complete the purchase of four X-ray machines and seven metal detectors at the Durham County Courthouse and Durham County Detention Facility. The Board is also requested to approve a contract with Point Security Inc. in the amount of \$258,940.84 for the purchase and installation of the X-ray machines and metal detectors and authorize the County Manager to execute the contract. The remaining funds needed to cover the cost of the contract - \$64,733.21 - will come from a grant provided to the Sheriff's Office by Global Tel Link Corporation (GTL). Approval of the GTL Grant is addressed in Agenda Item #20-0645.

The Sheriff's Office is in process of replacing four X-ray machines and seven metal detectors located in the Durham County Courthouse and the Durham County Detention Facility. Two of the four X-ray machines are inoperable. The other two were replaced in 2017 and are now approaching the end of their life-cycle replacement. All seven of the walk-through metal detectors have been in operation since 2010 and require replacement.

These assets are critical to the safety of those detained inside the detention facility and the staff responsible for their care and custody. In conjunction, this request will also support the safety and security of the general public while conducting business at the courthouse, as well as 11 other elected officials based here in Durham.

**Alignment with Strategic Plan:** This request support the County's Strategic Goal 3: Safe Community

**Resource Persons:** David LaBarre, Director of Planning & Development, Durham County Sheriff's Office; Thomas Hinton, Finance Manager, Durham County Sheriff's Office.

**County Manager's Recommendation:** The Board is requested to approve Budget Ordinance Amendment No. 21BCC000080 appropriating \$194,207.63 of Debt Service Fund Fund Balance to complete the purchase of four X-ray machines and seven metal detectors at the Durham County Courthouse and Durham County Detention Facility. The Board is also requested to approve a contract with Point Security Inc. in the amount of \$258,940.84 for the purchase and installation of the X-ray machines and metal detectors and authorize the County Manager to execute the contract.

**Attachments:**     [AAF Supplemental Document - Point Security Contract](#)  
[Point Security Purchase of Goods Contract FY2021](#)  
[AAF-80 LEGAL FORM Appropriate \\$194K Debt Service to fund X-Rays&Metal I](#)  
[Attachment 1A Estimate #20-3142 Point Security, Inc](#)  
[Attachment 1B Point Security, Inc equipment info & specs](#)  
[Attachment 1C MWBE Compliance Review Form-AAF for 21-001 IFB 100520](#)  
[IFB 21-001 - Point Security, Inc vendor bid packet](#)

**21-0105**     **Approval     Budget     Ordinance     Amendment     No.     21BCC000091 to Recognize \$188,000 in Grant Revenue from The City of Durham to Soil and Water Department and Increase the Expenses to Implement the Southeastern Sustainability Community Fund Project**

**Agenda Text:**     The Board is requested to approve budget amendment No. 21BCC000091 recognizing \$188,000 in grant revenue from the City of Durham to the Soil and Water Department increase the expenses to collaborate with the City of Durham on a Southeast Sustainable Communities Fund (SSCF) grant. The project's primary goals are to address climate change by reducing stormwater runoff, streambank erosion, and flooding in low-income neighborhoods in the Ellerbe Creek Watershed of Durham and improving energy and water efficiency in homes in these same neighborhoods. The proposed project will install stormwater mitigation measures such as downspout disconnections, cisterns, rain gardens on homes and properties, and planting trees and stabilizing streambanks along streams that are vulnerable to erosion and flooding. It will weatherize homes in those same neighborhoods, install water-saving devices, and provide homeowners with information about available incentives for further energy savings. An important secondary goal is to provide disadvantaged students with an opportunity to learn green infrastructure job skills through participation in the Bionomic Education Training Center (BETC) program and job shadowing with Rebuilding Together of the Triangle staff.

The Soil and Water Department requests that the BOCC approve the Draft MOU (attached to this budget amendment) with the City of Durham for the \$188,000 to be used as outlined in the grant request (see attached final grant document & budget). In summary, \$100,800 would be allocated to the Durham Public Schools Career & Technical Education to pay for extended employment contracts for teachers to supervise the BETC STEM program implementation and provide students with stipends. \$30,000 would be used to purchase supplies and materials; \$57,200 would be allocated to the Department for Contract services for Best Management Practices(BMPs) implementation.

**Alignment with Strategic Plan:** The requests align with Goal 1, Goal 3, Goal 4, and Goal 5.

**Resource Persons:** Michael Dupree, Agribusiness & Environmental Services Manager,     Eddie Culberson, Director Soil and Water Conservation Department

**County Manager's Recommendation:** The County Manager recommends that the Board approve this budget amendment No. 21BCC000091 recognizing \$188,000 grant revenue from the City of Durham to Soil and Water Department and increase the expenses to implement the Southeastern Sustainability Community Fund Project.

**Attachments:**

[Budget Amendment 2021-2022](#)

[AAF-91 Legal Form](#)

[AAF-91 Supplemental Approval of SSCF](#)

[Exhibit A \(DRAFT\)- City-County Interlocal Agreement for SSCF Grant](#)

**21-0106**

**Approval to Amend The Current Contract with Insight Global's IS&T Help Desk using existing funds in The IST Operational Budget to increase the Contract amount by \$72,800 for a total amount of \$145,600**

**Agenda Text:**

The Board is requested to authorize the County Manager to amend the existing contract with Insight Global-a staffing agency-- to retain the services of the current IS&T Help Desk technician in order to supplement the services provided by the help desk staff. This amendment would extend the original contract term to April 11, 2022 increasing the cost by \$72,800 for a total amount of \$145,600. In addition, this request is to give the County Manager authority subsequent renewals in the event the services of the help desk contractor is still needed in support of County IT-services. The approved funding for this action is from the current fiscal year 2020-2021 operational budget.

This contracted position is a current member of the IS&T's Technical Support Analyst team and is integral to supporting the productivity of County employees as they telework during the COVID-19 pandemic. This contractor answers phone calls from employees, creates service tickets, resolves issues, and helps ensure that new, existing, and departing employees have appropriate access to County information networks.

The loss of this contractor would impact effective service levels. Extending this contract will allow IS&T documentation to continue to provide services at the current service level. This contract position along with another temporary employee allows the service desk to be open daily from 8 a.m. to 5 p.m. Following the ransomware attack, the service desk hours were reduced to 9 a.m. - noon and without this position, we will have to return to the limited hours due to personnel capacity.

**Alignment with Strategic Plan:** This item aligns with Strategic Goal 5 - Accountable, efficient, and visionary government

**Resource Persons:** Aaron W Stone, Assistant Director IS&T; David Nicolaysen, Deputy CIO; Greg Marrow, CIO.

**County Manager's Recommendation:** The County Manager recommends the

Board authorize the use of IS&T's current fiscal year operating funds in the amount of \$72,800 to increase the contract for Insight Global for a total amount of \$145,600 to retain the services of the IS&T help desk contractor.

**Attachments:**

[INSIGHT GLOBAL HELP DESK AMENDMENT 04122021-04112022](#)

[Technology Support Analyst Supplemental AAF help desk](#)

**21-0115**

**Contract Amendment Request to Increase Contract Amount for Electronic Monitoring Services with Buddi US, LLC**

**Agenda Text:**

The Board is requested to authorize the County Manager to amend the existing service contract with Buddi US, LLC to provide electronic monitoring services for individuals assigned to Durham County Pretrial Services in Fiscal Year 2020-21. The amendment will increase the contract amount from \$120,450 to not to exceed \$165,000. The County's contract with Buddi US, LLC was approved in July 2020.

The original contract amount was based on an estimated average utilization of 55 units per day. However, the utilization this fiscal year has consistently exceeded the estimate. Due to COVID-19, Durham County Courts have made a concerted effort to reduce the inmate population at the Durham County Detention Facility. As a result, the number of detainees released under pretrial supervision with added electronic monitoring conditions has increased. Additionally, defendants have remained on supervision for longer periods of time because of the reduced capacity in the Courts, resulting in an increased number of defendants supervised for long periods of time.

The additional funding is available within the Criminal Justice Resource Center's approved FY20/21 budget.

**Alignment with Strategic Plan:** This agenda item aligns with Goal 3 of Durham County's Strategic Plan.

**Resource Persons:** Gudrun Parmer, Director, Criminal Justice Resource Center

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to amend the existing service contract with Buddi US, LLC for electronic monitoring services not to exceed \$165,000 for Fiscal Year 2020-21 to address increase usage due to the pandemic.

**Attachments:**

[AAF Supplemental Document - CJRC, FY21 Contract Amendment for Electronic](#)

[CJRC, Electronic Monitoring - Scope of Services, FY2021](#)

[Buddi US, LLC, Contract Amendment, FY2021](#)

**21-0117**

**Budget Ordinance Amendment No.21BCCC000084 Increasing Youth Home Expenditure Budget by \$30K to Offset Unplanned Expenses for the Durham County Youth Home due to Increases in County Juvenile Out-of-County Placements**

**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No.21BCCC000084, increasing the Youth Home expenditure budget by \$30,000,

for unplanned expenses for the Durham County Youth Home due to increases in county juveniles being detained at out-of-county facilities. Funding for this need will come from funds that were set aside at the outset of FY 2020-21 to address potential revenue shortfalls and/or address expenditure overages due to the pandemic. A budget amendment is required because the County's expenditures are adopted by the Budget Ordinance at the functional area level. This funding approval requires a transfer from General Government to Public Safety functional areas.

Due to unanticipated circumstances caused by COVID-19, as well as recent legislative changes, the number of County juvenile residents sent to out-of-county facilities has exceeded the estimated projection used during FY 2020-21 budget development. Counties with juveniles housed in other counties are charged an initial rate of \$244 per day per juvenile, with NCDPS paying half of the per day cost.

In November 2020, the Youth Home requested and received a fund balance appropriation of \$100,000 to cover unplanned out-of-county placement expenses. Placement costs for Durham juveniles is projected to exceed that amount before the end of the fiscal year. There is little room in the rest of the Youth Home budget to realign dollars; therefore, the Youth Home will need an increase in its expenditure budget in the amount of \$30,000 to cover anticipated remaining monthly costs. This expense is not eligible for FEMA reimbursement.

In 2008, the NC Department of Public Safety developed a new strategy and assessment tool to use the least restrictive environment for juveniles, thus reducing the number of youths placed in detention facilities and providing services and programs in the community. After implementation of the assessment tool, the Youth Home's budget was reduced due to a decline in Durham's juveniles being detained in other facilities.

On December 1, 2019, the "Raise the Age" legislation became effective, which allows 16- and 17-year-olds to be placed in juvenile detention rather than local jails. With this new legislation, staff continued to work on a capital improvement project to build a larger 36-bed facility to meet the growing demand. In addition, on August 1, 2020, new legislation (H.B. 593) was passed removing all minors from local jails. Subsequently, these laws affect the County's ability to maintain all its youth at the current 14-bed facility.

Currently, most juveniles who are being detained have serious class A-G felony charges and are being held for longer periods of time, including seven juveniles at the Youth Home whose cases were transferred to Superior Court (adult court) and are awaiting trial.

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

Goal 5: Accountable, Efficient, Visionary Government.

**Resource Persons:** Angela G. Nunn, Youth Home Director, Jodi Miller, General Manager, David Ades, Assistant Director, Budget and Management Services.

**County Manager's Recommendation:** The County Manager recommends that the Board approves Budget Ordinance Amendment No.21BCCC000084, increasing the Youth Home expenditure budget by \$30,000, to offset unplanned expenses for the Durham County Youth Home due to increases in county residents being detained at out-of-county facilities.

**Attachments:**

[AAF Supplemental Document February](#)

[AAF-84 LEGAL FORM Youth Home Exp Increase from Set Aside Funds.pdf](#)

[Juvenile Justice Reinvestment Act \(Raise the Age\)](#)

[H593v5](#)

[COVID Funding Summary 3\\_8\\_2021 Update.pdf](#)

**21-0129**

**Budget Ordinance Amendment No. 21BCCC000088 Increasing Youth Home Expenditure Budget by \$7,200 for Psychiatric Services for Youth Home and Contract Amendment for Services**

**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 21BCCC000088 increasing the Youth Home expenditure budget by \$7,200 to cover the increased contract cost of providing psychiatric services and medication management to juveniles in the Durham County Youth Home. Funding for this need will come from funds that were set aside at the outset of FY 2020-21 to address potential revenue shortfalls and/or address expenditure overages. A Budget Amendment is needed because the County's expenditures are adopted by the Budget Ordinance at the Functional Area level, and this transaction requires a transfer from General Government to Public Safety. The Board is also requested to authorize the County Manager to sign the amended contract with Psychiatric Services and Consultation to add psychiatric services and medication management for juveniles in the Durham County Youth Home.

This contract amendment, which increases the contract amount from \$98,280 to \$105,480, will add two to three (2-3) hours per week of medical staff time that will be used to interview youth detained at the Youth Home, prescribe medications, and review medications on established review intervals. Psychiatric Services at the Youth Home will be billed at the hourly rate of \$200.

The Youth Home currently does not have regular onsite psychiatric services available. If these services are required, youth are transported to community-based services. Since "Raise the Age" and associated legislation went into effect, more juveniles are confined for longer periods of time at the facility due to very serious charges. This provision will allow the youth to remain at the Youth Home, reducing security risks, and developing a regular medication management protocol for those remaining at the facility for extended periods of time.

Medication management is critical to providing seamless medical care for juveniles detained for prolonged periods. This gap in service is widening as the County experiences minors being detained longer and charged with serious felonies. The average length of stay is twenty-three days, a 109% increase in admissions length of stays for the same period last year. CJRC and the Youth Home will collaborate to continue these services next fiscal year which will be reflected in next year's budget requests.

Durham County Purchasing Division issued a Request for Qualifications for Professional Psychiatric Services (RFQ 18-033) for the Durham Detention Center in May 2018. Psychiatric Services and Consultation, PC was the only respondent. Additional funding was appropriated in the FY20 budget to increase the hourly rate to \$135.00 and the weekly number of hours from 12 to 14 which will allow Dr. Knaudt additional time to review protocols and processes in her function as the Detention Center Mental Health Director.

The County Attorney's Office has reviewed the service contract amendment.

**Alignment with Strategic Plan:** This item aligns with Goal 3 Safe Community, Goal 2: Health and Well Being for All, and Goal 5: Accountable, Efficient, Visionary Government.

**Resource Persons:** Gudrun Parmer, Criminal Justice Resource Center Director, Angela G. Nunn, Youth Home Director, Jodi Miller, General Manager, and David Ades, Assistant Director Budget and Management

**County Manager's Recommendation:** The County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment No.21BCCC000088 increasing the Youth Home expenditure budget by \$7,200 to cover the increased contract cost of providing psychiatric services and medication management to juveniles in the Youth Home. The Board is also requested to authorize the County Manager to sign the amended Psychiatric Services and Consultation contract.

**Attachments:** [AAF Supplemental Document - Contract Amendment Psychiatric Services \(002\)](#)  
[Contract Amendment Psych Svc FY2021](#)  
[Attachment 1 - Psych Services Scope of Services FY2021 Amendment Februar](#)  
[AAF-88 LEGAL FORM Hiring Freeze Set-aside \\$7,200 for Youth Home Psych S](#)

## **21-0131**

### **Board of Elections - SouthData Contract Amendment**

**Agenda Text:** The Board is requested to approve the Durham County Board of Elections request to increase our service contract with SouthData for printing services. Services include printing Voter Confirmation Cards, National Change of Address Cards, Voter Information Cards, Special Mailings and other required printing.

The current contract amount is \$81,075.00 and with the amendment, the compensation paid to the contractor is requested to be increased by \$10,000.00, which will bring the total contract amount to \$91,075.00.

**Alignment with Strategic Plan:** (brief statement and relevant goal)

**Resource Persons:** Derek Bowen, Board of Elections Director

**County Manager's Recommendation:** The County Manager recommends that the Board approve the Durham County Board of Elections request to increase our service contract with SouthData for printing services.

**Attachments:** [2021 02 15 Board of Elections SouthData Contract Amendment](#)

**21-0136**

**Capital Project Amendment No. 21CPA0000026 Creating the 500 E. Main St. Structured Parking Deck Capital Project using \$300,000 of Future Taxable Financing Funding and to Authorize the Execution of Architectural Services Agreement with Little Diversified Architectural Consulting Ltd. for a total not-to-exceed amount of \$183,200 for the Programming Phase of the 500 E. Main St. Structured Parking Deck - Project No. 47302635DC151**

**Agenda Text:**

The Board is requested to approve the Capital Project Amendment No. 21CPA0000026 Creating the 500 E. Main St. Structured Parking Deck Capital Project using \$300,000 of future taxable financing funding and to authorize the County Manager to enter into a contract with Little Diversified Architectural Consulting, Ltd. (Little) of Durham to perform the programming phase for Architectural Services of the 500 E. Main St. Structured Parking Deck for a total not-to-exceed amount of \$183,200 (basic services plus soil, transportation investigations and miscellaneous allowances) - (See Attachment 1, Pages 1-4).

Prior to this amendment design and planning work for the redevelopment of the 300 and 500 block of East Main St had been done in a preliminary capital project 4730DC138 total budget \$2,959,120 from a variety of funding sources. A 300 Block East Main Redevelopment Capital Project Account was recently created to allow the execution of the C, M @R Contract with LeChase/RBI for the 300 E. Main St. Structured Parking Deck. Construction activities are currently underway on the 410 W. Chapel Hill St. displacement lot in preparation for the work on the 300 E. Main St. site to commence in May 2021. With that project underway, the project team is ready to focus on the 500 E. Main St. Redevelopment project. Thus, the request to create a 500 East Main Redevelopment Capital account to begin programming and preliminary activities for the site.

For this new 500 Block East Main Redevelopment capital project amendment the funding sources will be \$300,000 from a future financing taxable funding issuance. Funds will be provided as an up-front funding source from the General Fund through

an interfund loan and will be reimbursed to the General Fund from the issuance of a future financing source.

| Project Name | Project # | Current Budget | Increase / Decrease | Updated Budget |
|--------------|-----------|----------------|---------------------|----------------|
|--------------|-----------|----------------|---------------------|----------------|

|                                   |               |     |           |           |
|-----------------------------------|---------------|-----|-----------|-----------|
| 500 Block East Main Redevelopment | 47302635DC151 | \$0 | \$300,000 | \$300,000 |
|-----------------------------------|---------------|-----|-----------|-----------|

The structured parking projects are driven by the County's need to provide additional parking for employees as well as patrons using County facilities and to provide parking support for the potential mixed used development project(s). The overall mixed-use project is expected to involve retail, residential, office/commercial, parking, and civic uses. A separate solicitation has recently been advertised seeking development partners for the commercial and residential components of the development which is outside of this scope of work. This approval is for the Programming and Space Needs Assessment only which will include an analysis of the County's future parking needs based on trends in public and other modes of transportation, coordination with the City of Durham's Comprehensive Parking plan, evolutions in vehicular technology and expected employee population growth. Findings will be presented to County management and the Board of County Commissioners for input/approval. A previous programming contract with Little was approved by the BOCC on April 8, 2019 titled 300 and 500 East Main St. Structured Parking Decks was used to determine the programming requirements for the 300 E. Main St. deck. A separate approval will be required with the developer once the programming/parking space counts are defined for the actual design and construction of the deck.

This RFQ was specifically issued by the County for architectural services to refine the program and design of the structured parking components of both redevelopments. The request for qualifications (RFQ) for architectural services for the project was advertised in local newspapers on January 19, 2019. One (1) response was received on February 19, 2019 and were evaluated by a selection committee representing the County Engineering Department. The firm of Little Architectural Consulting, Ltd. was determined to be the most qualified firm to provide design services for this project based on the evaluation and their experience with similar projects and the massing studies/conceptual work. Little is located within the American Tobacco Campus of Durham, NC. For M/WBE participation information (See Attachment 2, Page 1).

It is recommended that the County proceed with the work in the proposal dated February 18, 2021 in the total amount not to exceed \$183,200. Funding for this service is pending approval of the Capital Project Amendment and the Creation of the 500 Block East Main Redevelopment Capital Project.

**Alignment With Strategic Plan:** This request aligns with Strategic Plan Goal #5 - (Accountable, Efficient and Visionary Government) - by providing a phased

programming analysis to determine the overall parking needs for the development of this site which will allow more efficient service delivery and better customer service through the development of these community resources.

**Resource Persons:** Peri Manns, ASLA, LEED GA, Assistant General Manager/Deputy Director of Engineering and Environmental Services; James Faress, P.E., Senior Project Manager; and Julie McLaurin, AIA, NCARB, LEED AP, Community Studio Principal, Little Diversified Architectural Consulting.

**County Manager's Recommendation:** The Board is requested to approve the Capital Project Amendment No. 21CPA0000026 Creating the 500 E. Main St. Structured Parking Deck Capital Project using \$300,000 of future taxable financing funding and to authorize the County Manager to enter into a contract with Little Diversified Architectural Consulting, Ltd. (Little) of Durham to perform the programming phase for Architectural Services of the 500 E. Main St. Structured Parking Deck for a total not-to-exceed amount of \$183,200 (basic services plus soil, transportation investigations and miscellaneous allowances).

**Attachments:**

[500 Programming Proposal 2.18.21](#)

[CPA-26 Legal Form Creating 500 Block E Main Project using 2021 LOBs.pdf](#)

[AAF - Supplemental Document Form - Programming Phase for the 500 East Me](#)

[MWBE Compliance Review Form-AAF for 500 E Main St Parking Program Prop](#)

**21-0137**

**Durham County Matching Grants Program - Approval of FY 2020-21 Grant Cycle**

**Agenda Text:**

The Board is requested to approve the funding requests for the current cycle of the Durham County Matching Grants Program for four projects totaling \$77,175. The Durham County Matching Grants Program for Open Space and Recreation Projects, now in its 30th year, provides matching funding for local non-profits to pursue projects that protect open space or provide recreational opportunities for citizens of Durham County. The projects must be open to the public. The program is annually funded from the County's operating budget, which for FY20-21 totaled \$77,175. The program requires a 50% match from applicants, which can include a cash match as well the value of volunteer labor towards producing the project. Over the life of the program, the Durham County Matching Grants program has supported 116 wide ranging community projects with a total value of over 6 million dollars using just over \$1.9 million in county matching funds.

The 2020-21 cycle of the Matching Grants Program includes four applications, for projects that totaled \$77,175. New for this year's cycle, the Durham County Matching Grants Program allowed qualifying projects within priority focus areas to apply for up to \$5,000 using a simplified application with a reduced applicant match of 25% (county matching funds are 75%) and received one grant proposal under this format (Maureen Joy Charter School). The Durham Open Space and Trails Commission (DOST) recommended approval of the projects at their meeting on January 20, 2021. The groups and amounts are as follows: Beth El Synagogue

\$20,000, El Futuro \$25,000, Urban Community AgriNomics (UCAN) \$30,175, and Maureen Joy Charter School for \$2,000. The projects are further described in the attached supplemental document with locations shown on the attached map.

**Alignment with Strategic Plan:**

This program supports Goal 2 of the strategic plan, “Health and Well-being for All” by increasing the quality of life in Durham County, as well as Goal 4: Environmental Stewardship and Community Prosperity”.

**Resource Persons:** Brendan Moore, Open Space Land Manager; Annette Montgomery, Chair, Matching Grants Committee of DOST; Jane Korest, Open Space and Real Estate Manager

**County Manager’s Recommendation:**

The County Manager recommends that the Board receive the attached Matching Grants Project recommendations and approve funding for the proposed projects totaling \$77,175.

**Attachments:**

[AAF Supplemental Document - Matching Grants Awards FY20-21](#)

[ATTACHMENT 1 FY20-21 Matching Grant Summary Sheet](#)

[ATTACHMENT 2 FY20-21 Map of Matching Grant Project Sites](#)

**21-0138**

**Approval of the Purchase of Goods contract(s) with various vendors for the Private Office, Conference and miscellaneous furnishings from the U.S. Communities/GSA and/or NC State Contracts Buying Programs for the Phases 3, 4 and 5 of the Durham County Administration Building 1 Renovation Project No.: 4730DC137**

**Agenda Text:**

The Board is requested to authorize the County Manager to enter into contracts with the following furniture suppliers for the purchase of furniture for renovations to the Durham County Administration Building 1 located at 200 East Main Street Durham, NC in the amount of \$408,558.77 plus owners contingency at \$40,855.88 and to execute any other related contracts, if necessary, not to exceed the budget of \$449,414.65 (See attachment 1, Pages 1- 45).

- 1) Carolina Business and Interiors:      \$155,702.02      (Private Offices, Guest Chairs)
  - 2) Price Modern Carolinas:      \$172,713.97      (Ancillary- wastebaskets, containers,  
side chairs, etc.)
  - 3) Office Revolution:      \$ 12,373.01      (Conference Tables)
  - 4) Alfred Williams:      \$ 67,769.77      (Workstations, Monitor Arms)
- Furniture Subtotal:      \$408,558.77  
Contingency (10%):      \$ 40,855.77  
Total:      \$449,414.65

It was noted during the December 10, 2018 approval of the Capital Project Amendment and construction contract with Resolute Building Company for the Administration Building 1 Renovation that subsequent contracts will be brought to the BOCC for approval including individual office furnishings, conference tables and seating, storage components and etc. at a later date. The private office, conference, seating and other furnishings selected for the Administration Building 1 Renovation are like those used in the Administration Building II, with colors and details tailored to better align with the building's historic architecture. The furniture purchases for Phases 1 and 2 of the project were purchased under this program through an AAF approved by the BOCC at the January 27, 2020 meeting. The Engineering Department has reviewed the recommendations with DTW Architects & Planners, Ltd. and the Purchasing Department and recommends that the County proceed with the procurement of the items referenced in the attached proposals for Phases 3 through 5 of the project.

Many of the new furnishings have extensive lead times due to upholstering and fabrication which requires us to bring these contracts for approval timely in order to meet the anticipated occupancy schedule for the project. The renovation of the awarded Phases 3 through 5 of the project is expected to begin in late February 2021. Phase 3 involves the renovation of the Third Floor, to be occupied by the County Manager's Offices. Phase 4 involves the renovation of the Second Floor Main Building, to be occupied by the County Commissioners' Offices and the County Clerk's Offices in the space currently occupied by the County Manager. The space currently occupied by the County Attorney's Offices will become the new Innovation Center for use by all County departments. Occupancy of the above Phase 3 and 4 spaces are targeted for early August 2021. Phase 5, consisting of renovation of the Second Floor Annex, the Wellness Center, and the fifth-floor restrooms will take place within the following two months, completing the project in the October 2021 timeframe. A follow-on AAF will be submitted to address furniture and equipment required for outfitting the Wellness Center exam rooms. This AAF and associated contracts provide for the furniture for these floors, which are required to be in place prior to occupancy by staff. Funding for these contracts is available in the Durham County Administration Building 1 Renovation capital project account.

**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 consolidation of various departments in this facility also addresses Goal 5 by providing more efficient service delivery and better customer service.

**Resource Persons:** Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services, James Faress, P.E., Senior Project Manager, Engineering Department; and Isabel Leon Villasmil, Assoc. IIDA, DTW Architects and Planners, Ltd.

**County Manager's Recommendation:** The County Manager recommends that

the Board authorize the County Manager to enter into contracts with the furniture suppliers stated above for the purchase of furniture for renovations to the Durham County Administration Building 1 located at 200 East Main Street Durham, NC in the amount of \$408,558.77 plus owners contingency at \$40,855.88 and to execute any other related contracts, if necessary, not to exceed the budget of \$449,414.65 (See attachment 1, Pages 1- 45).

**Attachments:**

[AAF Supplemental Document - Administration Building 1 Furniture](#)

[Attachment 1 - Administration Building 1 Ph 3,4,5 Furniture Proposals](#)

[MWBE Compliance Review Form-AAF for Furniture for Admin I Renovations \(PI\)](#)

**21-0139****Approval of Budget Ordinance Amendment No. 21BCC000094 - Utilizing \$731,683 of Contingency Set Aside Funds for COVID-19 Related Janitorial Services and One-Time County Facilities Cost.****Agenda Text:**

The Board is requested to approve Budget Ordinance No. 21BCC000094 utilizing \$731,683 of contingency funds set aside at the outset of FY 2020-21 Budget to increase the General Fund operating budget of General Services for COVID-19 related janitorial Services and several one-time County facilities cost that are emergency repairs not captured in the FY 2020-21 approved budget.

At the outset of FY 2020-21 Budget due to the economic uncertainty in revenue and expenditure needs funds, captured from the hiring freeze, were set aside for potential use later in the fiscal year. As the year has evolved revenues have been received as expected, thereby allowing some of these funds to be available for expenses related to the current needs of the County.

This request encompasses several areas of service for General Services. The largest portion of the request is related to COVID-19 janitorial services at \$454,683 to extend contracts through June 30th. The remaining \$277,000.00 is to meet the exceptionally high operating expenditures associated with major systems failures and emergency repairs.

Through the General Services Department, Durham County is currently contracted with six janitorial firms (The A Plus Group, B & R Janitorial, CJ Enterprise, DeWhit Facility Services, Freddrick's Housekeeping, & Kreative Koncepts) for regular/routine janitorial services in County owned facilities. The fiscal year 2020-2021 approved contracted services budget for janitorial was \$953,526 and this budget was supplemented with CARES funding in the amount of \$436,977 in January and further supplemented with roll over funds from fiscal year 2019-2020, bringing the Current budget to \$1,516,567.16. Following the directive from the County Manager to increase the janitorial presence within County facilities, in an attempt, to mitigate the spread of COVID-19, additional expenditures have been incurred and will continue as long as the threat of an outbreak is present. Additional information around COVID-19 janitorial services is provided in the supplemental documents.

Based on current expenditures for janitorial services outside of the regular scope of work (increased manpower, extended janitorial hours, additional supplies, etc.), General Services estimates that a total of \$454,683 will be needed in addition to the current budget to continue funding janitorial services as presently provided through June 30, 2021. If approved, the addition of this funding would increase estimated janitorial contracted services budget to \$1,971,250.16.

Additionally, \$277,000 is requested to fund emergency replacement of equipment in the Building and Grounds Divisions that are not accounted for in the FY 2020-21 approved budget, emergency replacement/repair of equipment in multiple county facilities related to HVAC, boilers, hot-water heaters, and other mechanical systems, the remediation of a sediment vault at the County Courthouse, and replacement of the cables in the elevator at the County Courthouse. Each of these repairs was an unforeseen repair of a major mechanical or technical system and at current the General Services budget does not have the capacity to absorb these costs. Additional information around these costs is available in the supplemental documents.

**Alignment with Strategic Plan:** Goal 2: Health and Well-being for all, Goal 3: Safe and Secure Community, Goal 5 Accountable, Efficient, and Visionary Government.

**Resource Persons:** Motiryo Keambiroiro, Director of General Services; Josh Edwards, Deputy Director of General Services; Shawn Swiatocha, Assistant Director of General Services Joel T. Jones, Quality Control & Contract Specialist; Eli McCutcheon, Quality Control & Contract Specialist

**County Manager's Recommendation:** The County Manager recommends that the Board approve Budget Ordinance Amendment No. 21BCC000094 utilizing \$731,683 of contingency funds set aside at the outset of FY 2020-21 Budget to increase the General Fund operating budget of General Services for COVID-19 related janitorial Services and several one-time County facilities cost that are emergency repairs not captured in the FY 2020-21 approved budget.

**Attachments:**

[Budget Ordinance Amendment - Increase to operating budget \\$731,683](#)

[AAF-94 Legal Form \\$731K in fund balance for GS Janitorial COVID expens.](#)

[COVID Funding Summary 3\\_8\\_2021 Update.pdf](#)

**21-0161**

**Approval of Budget Ordinance Amendment No. 21BCC000095 - Utilizing \$465,920 of Contingency Set Aside Funds for COVID-19 to Extend Contract with Reinvestment Partners for Non-Congregate Homeless Housing at the Carolina Duke Inn**

**Agenda Text:**

The Board is requested to approve a three month (April - June 2021), \$465,920, extension of the County's contract with Reinvestment Partners for provision of non-congregate homeless housing at the Carolina Duke Inn.

The original contract with Reinvestment Partners was for \$450,600 for October through December. A first amendment and extension for January through March was

approved in December with an additional \$400,000, and this extension and small rate increase adds \$465,920 for a total, not-to-exceed amount of \$1,316,520 over a 9-month period.

Durham County has been contracting for non-congregate housing options for the homeless at the Carolina Duke Inn (CDI) since July 2020 and has been working through Reinvestment Partners for that housing provision since October 2020. Urban Ministries of Durham (UMD) and Project Access of Durham County (PADC) are also heavily involved in the provision of services at the site, though through separate sources of funding. The population served at the CDI are the homeless who have the most medical risk factors which would make a congregate setting most dangerous to their health.

Plans to vaccinate the homeless and homeless service providers as soon as vaccine supplies and state guidelines allow are becoming more concrete. Until those vaccines are delivered and a substantial proportion of these populations have received them, however, it will not be safe for UMD to begin increasing the percentage of their normal client base staying at the downtown shelter. As such, it makes sense to extend our ability to continue sheltering some number of their client base at the CDI through June 30th, 2021, as we now know that the federal non-congregate waiver (and thus reimbursable of these housing options) will continue at least that long. The maximum number of rooms available to the County's homeless provider partners would continue to be 64 but could be reduced as the need decreases.

The service provider has requested a \$5/room/night increase in the County's reimbursement rate due to additional security and staffing expenses, an increase which staff have considered and are agreeable to.

At the outset of FY 2020-21 Budget, due to the economic uncertainty in revenue and expenditure needs, funds captured from the hiring freeze, were set aside for potential use later in the fiscal year. As the year has evolved revenues have been received as expected, thereby allowing some of these funds to be available for expenses related to the current needs of the County. Funds that were set aside at the outset of FY 2020-21 Budget are being used to cover this contract increase.

**Alignment with Strategic Plan:** Providing safe housing options for Durham's homeless population aligns most strongly with Goal 2 of the Durham County Strategic Plan.

**Resource Persons:** Drew Cummings, Chief of Staff

**County Manager's Recommendation:** The County Manager recommends that the Board approve a three month (April - June 2021), \$465,920 extension of the County's contract with Reinvestment Partners for provision of non-congregate homeless housing at the Carolina Duke Inn.

**Attachments:**      [RP extension 2 contract amendment](#)  
[AAF-95 Legal Form App \\$465,920 of Covid Contin Funds to Increase Homeless](#)  
[COVID Funding Summary 3\\_8\\_2021 Update.pdf](#)

**21-0171**      **Contract Approval for Recity Network, Fiscal Agent for Kate's Korner to provide Learning Centers at Three Durham Housing Authority Communities**

**Agenda Text:**

The Board is requested to approve the contract between Durham County Government and Recity Network to provide learning centers at three Durham Housing Authority (DHA) communities. ReCity Network serves as the fiscal agent for the learning centers managed by Kate's Korner. During the February 8, 2021 meeting the Board approved funds to support a partnership with Durham Housing Authority for learning centers for students residing in Durham Housing Authority communities. Funds to support this expense was appropriated at the February 22, 2021 meeting. Recity Network

The DHA team surveyed community parents to determine the need for additional distance learning support. Based on the survey results, 85 additional children require services. The Learning Centers serve the Hoover Road, Oxford Manor and McDougald Terrace communities. Families will benefit from their children having on-campus support for their children. In turn DHA and DPS asked Kate's Korner to be a service provider to meet these needs for the duration of the school year. ReCity Network serves as the fiscal agent for the learning centers managed by Kates Korner.

The contract supports an additional 85 students who reside in Durham Housing Authority Communities at the costs of \$175 per student per week for seven weeks. The cost excludes overhead fees, as DHA will not charge Kate's Korner rent for the program space. The cost reflects 7 weeks of learning center support totaling \$104,125.00.

**Alignment with Strategic Plan:** Safe remote learning centers for Durham students aligns with Goals 1 - 3 of the Durham County Strategic Plan.

**Resource Persons:** Wendell Davis, County Manager; Claudia Hager, General Manager; Drew Cummings

**County Manager's Recommendation:** The County Manager recommends that the Board suspends the rules to approve the contract with ReCity Network for Durham Housing Authority Learning Centers totaling \$104,125. Recity Network serves as the fiscal agent for Kates Korner.

**Attachments:**      [Contract - Recity Network, DHA Learning Centers.](#)  
[Proposal for Durham County partnership with Kate's Korner](#)  
[COVID Funding Summary 3\\_8\\_2021 Update.pdf](#)

**3. Discussion Items (235 min)****21-0074****Durham County Early Childhood Action Plan Funding Recommendations (30min)****Agenda Text:**

The Board is requested to receive and consider these funding recommendations that are emerging from the planning effort toward a Durham County Early Childhood Action Plan (ECAP).

In January 2020, Durham County contracted with the Durham Children's Initiative to create an Early Childhood Action Plan (ECAP) for Durham County, budgeted for \$150,000 over 18 months. The full action plan is due for release in June or July 2021, but high-level recommendations for funding are due now for consideration as a part of the budget cycle for FY 2021-2022. These recommendations for funding are a part of a braided funding plan that is being developed by DCI. Signaling public investment in this plan that was catalyzed by the County in 2020 will be critical in helping attract additional funds from private and philanthropic sources.

Over the past 9 months, local early childhood leaders, front-line providers, and parents of young children have worked together to determine ways to make our early childhood systems more equitable in order to help Durham become a place where all young children and their families can thrive. The attached slides include an overview of collaborative efforts in the ECAP planning process to date, the 21 recommendations that are emerging from the planning process, thoughts about how initial County funding should be spent to support the plan, and an overview of how action plans are currently being built around these 21 recommendations.

Because the action plan will not be finalized until the end of this fiscal year, we are not making a request for specific programmatic or systems-focused investments at this time. However, we want to ensure that the Board has as much information as possible to consider our more general funding request of \$150,000 into the Early Childhood budget to support initial ECAP implementation. The ECAP planning team, with input from community stakeholders engaged in the process, has identified the following recommendations as highest priority in this funding cycle because of their role in supporting COVID recovery in our systems serving families with young children. We recommend that initial County ECAP funding be used to contribute to COVID recovery in our early childhood system in one or more of the following areas:

- Child care recovery efforts
- Housing and economic stability to reduce ACEs
- Child and family social-emotional health, trauma-informed care, and resilience
- Efforts to disrupt institutional racism and share power with parents experiencing challenges and disparities in outcomes in our early childhood system

If the request for County ECAP funding is approved, we will report back to the Board once the action plan is finalized with more specifics about how these funds will be allocated toward the areas above.

**Alignment with Strategic Plan:** Work to develop an Early Childhood Action Plan aligns most closely with Goal 1 (Community Empowerment and Enrichment), Objective 1.1 (Education: Provide and support learning and enrichment opportunities that support educational achievement and life success) and Objective 1.3 (Family Success: Support and provide programs, services and systems which improve life skills and increase family success and prosperity, and; Goal 2 (Health and Wellbeing for All), Objective 2.3 (Healthy Children and Youth: Support the optimal growth and development of children and youth)

**Resource Persons:** Cate Elander, Durham County Early Childhood Coordinator; David Reese, Durham Children's Initiative; Bonnie DeLaune, Durham Children's Initiative

**County Manager's Recommendation:** The County Manager recommends that the Board receive and consider these funding recommendations that are emerging from the planning effort toward a Durham County Early Childhood Action Plan (ECAP).

**Attachments:** [ECAP Presentation to BOCC\\_03-01-21 FINAL](#)

### **21-0107**

### **Durham Master Aging Plan (MAP) Overview (45min)**

**Agenda Text:**

The Board is requested to receive the Durham Master Aging Plan presentation and ask any questions they wish. The Durham Master Aging Plan community planning meetings occurred from March 2019 - December 2019 and followed the AARP/World Health Organization Network of Age-Friendly Communities format and their Eight Domains of Livability. A Durham Master Aging Plan Celebration occurred in a virtual format on Thursday, May 28, 2020 in which the completed plan was formally shared with the community. It is the hope of the Durham's Partnership for Seniors and the Durham Master Aging Plan Steering Committee that funding will be considered for the implementation of this plan. The Board is requested to consider the fiscal support of implementation of the Durham Master Aging Plan, which would require at least 1.0 FTE per year for three years.

### **Background/Justification**

The older adult population in Durham County is projected to increase by 85% in the next 21 years, compared to a total population growth of 31%. A Master Aging Plan will help prepare Durham for this population increase while working to make Durham a more livability community for all residents. In February 2019, Durham was formally accepted into the AARP/World Health Organization (WHO) Age-Friendly Community. A requirement of acceptance into this network is the development of an action plan within two years that is focused on the following domains of livability:

- Outdoor Spaces & Public Buildings
- Transportation
- Housing
- Social Participation
- Respect & Social Inclusion
- Civic Participation & Employment
- Community Supports & Health Services
- Communication & Information

Upon implementation of the Durham Master Aging Plan, Durham has three years to work towards the desired goals and specified strategies with an evaluation due to AARP and the World Health Organization at the end of year three.

**Alignment with Strategic Plan:** This request aligns with Goal 2: Health and Well-Being for All, Strategy 2.2C: Age-Friendly Communities - Ensure an age-friendly community so everyone from birth to seniors can live well in Durham.

**Resource Persons:** Melissa Black, Durham's Partnership for Seniors Coordinator & Shelisa Howard-Martinez, Durham Master Aging Plan Facilitator

**County Manager's Recommendation:** The County Manager recommends that the Board receive the Durham Master Aging Plan presentation and ask any questions they wish.

**Attachments:** [durhamMAP\\_presentationtoboardofcountycommissioners\\_03012021](#)

### **21-0170** State of North Carolina 2021 Disparity Study Highlights (30min)

**Agenda Text:**

On January 4, 2021, the Board of County Commissioners received an update on the Durham County MWBE program efforts. As a follow-up to that discussion the Board is requested to receive an update on the recent State of North Carolina 2021 Disparity Study. The conversation will be led by Tammie Hall, Director/Assistant to the Secretary for HUB Outreach. The State HUB office serves as a partner with local governments with meeting MWBE goals.

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

**Resource Persons:** Tammie Hall, Director/Assistant to the Secretary for HUB Outreach, Angela Perry, Purchasing Director; Susan Tezai, Chief Financial Officer

**County Manager's Recommendation:** The County Manager recommends that the Board receives an update on the State of North Carolina 2021 Disparity Study.

**Attachments:** [State-of-North-Carolina-Disparity-Study-Report-with-Appendices-201202SUBM](#)  
[State-of-North-Carolina-Disparity-Study-Report-PowerPoint](#)

**21-0116****Recovery & Renewal Task Force Funding Request: Back on the Bull Communications (Phase 4) (20min)****Agenda Text:**

The Board is requested to fund half of the proposal submitted by RRTF's Communications Team (included as an attachment) that would fund four months of a broad-based communications campaign through our local Back on the Bull campaign that encourages vaccination and the continuation of practices that can mitigate community spread. The plan has been designed to complement and bolster other communications efforts by partners including Duke Health and Public Health. The proposal calls for a total investment of \$150,650 that RRTF recommends be split between the City and County (\$75,325 each). The City Council approved their \$75,325 portion on February 15.

The County previously approved \$132,000 in campaign funds, which was matched by the City, to fund the first 3 phases of the Back on the Bull Public Health Communications Campaign. These initial funds supported activities from June - December 2020 and have been spent. RRTF's Communications Team - which includes staff from Discover Durham, Public Health, NCCU, Duke, DDI, the Chamber, Tilde, the City, El Centro Hispano, and others -- has prepared the following proposal to continue the momentum behind the Back on the Bull health and safety campaign into 2021. While positive case counts and hospitalizations have improved recently, more contagious variants have emerged, and a significant portion of the population is reluctant to receive the vaccination. These new messaging considerations have emerged as the need to centralize information and guidance remains as critical as it was at the onset of the pandemic.

Phases 1-3 incentivized businesses to participate in a self-certification health and safety process, established campaign awareness, and encouraged residents to support local businesses that were taking the necessary steps to reduce COVID-19 transmission. Over 800 businesses have completed the health and safety checklist and are participating in the campaign (for more details on Phase 1 - 3 outcomes, please see attached proposal). With Community Health Ambassadors now on board effectively reaching hundreds of businesses each month, the Communications Group plans to shift the focus of its outreach more strategically to Durham residents, with messaging in Phase 4 (Feb. - May) intended to encourage residents to get vaccinated and remain vigilant in practicing the 3Ws.

Our recovery hinges upon most Durham residents getting vaccinated. Early data suggests that those communities at highest risk from COVID-19 (our Latinx and Black residents where we have seen the highest concentration of cases and higher rates of morbidity) are getting vaccinated at much lower rates. In addition to operational and logistical challenges of vaccine distribution, Durham will need a proactive strategy to address vaccine hesitancy that builds confidence in the vaccine based on science and the voices and testimonies of trusted messengers.

Additionally, there is a risk that we will see a decrease in compliance with public health safety measures now that vaccine distribution has started; however, we know from public health experts that we will need to continue to wear masks and practice the 3Ws - even if vaccinated - for at least several more months and likely longer. With new, more contagious variants of COVID-19 now in the U.S., we cannot let down our guard and give in to “pandemic fatigue” as we enter what is hopefully the last, difficult stretch.

Given these considerations, RRTF recommends the city and county allocate additional funds to support ongoing communications efforts. The budget request would support a strategic communications campaign that:

- Recruits and regularly highlights trusted messengers and influencers in Durham who have either gotten the vaccine or pledge to get it when it becomes available and who can educate and inform residents about the safety, efficacy, and critical importance of receiving the vaccine as early as permitted.
- Develops and promotes a local Back on the Bull pledge campaign that asks people to commit to get the vaccine as they become eligible, to keep wearing masks, and to support local businesses. The benefit of a pledge is that it provides a vehicle for trusted messengers in later eligibility phases to express their commitment to be vaccinated.
- Co-designs some materials through 2 - 3 community design workshops with residents from historically marginalized communities who reside in census tracts with higher rates of COVID-19 cases.
- Drives home the connection to getting vaccinated and returning to a new normal that includes our children returning to in-person instruction.
- Further empowers trusted messengers (like, for example, faith leaders) to champion vaccination by providing them with a communications toolkit and specific ways to use it. RRTF’s Places of Worship Roundtable has already requested assistance in developing strategies to champion the vaccine among their faith communities.
- Encourages residents to stay home, but when they need to venture out, to stay safe by practicing the 3Ws - even after getting vaccinated -- and using resources like Back on the Bull list of businesses who have completed the health and safety checklist.
- Provides “I got vaccinated” buttons to everyone getting vaccinated at Duke Health or Public Health that create greater awareness in the community of others getting the vaccine and give people a quick, easy way to help champion the vaccine to the friends and neighbors (this is similar to why we provide “I voted” stickers, but we need something more durable than a sticker given how long it will take us to widely distribute the vaccine).
- Provides clear, user-friendly guidance to residents on how to register for the

vaccine, when to register (what phase we are in), and what to expect.

- If new initiatives develop (for example, vaccine navigators as envisioned by Greenlight Durham), promote and raise awareness of these new resources so residents are aware of them and know how to access them.
- Shares and disseminates recordings of townhalls occurring in Durham so that they can be viewed by wider audiences.

Before endorsing the proposal, RRTF requested the communications team provide additional information on how this effort would align with, complement and support other communications efforts led by Public Health, Duke Health and others. The team met with representatives from these organizations, further refined the proposal, and confirmed with these partners that the Back on the Bull campaign plays an important and complementary role in public messaging that advances Durham's recovery (the attached proposal includes a memo from the team detailing their findings). We have also since been contacted by representatives from Alliance Health and DPS who see opportunities for how this campaign can support their work in Durham.

The campaign will continue to rely on significant pro bono work from members of the Communications Team and represented organizations. In light of the ongoing resource requirements to plan, execute, track and report on the campaign, Discover Durham has built in a 15% fee that will partially offset the resources devoted to the effort. The RRTF Communications Team have estimated the pro bono time donated for the first three phases of the campaign (July-December) at 2,500-3,000 hours, involving more than 10 staff members in content and creative development, media planning and buying, video production, PR, accounting, and general management, and anticipate that the ongoing efforts required to support phase 4 will be similar.

This request is not a FEMA reimbursable expense. Funds that were set aside at the outset of FY20/21 could be used to fund this request if approved by the Board.

**Alignment with Strategic Plan:** This item aligns with the County's Strategic Goal 2: Health and Well-being and Goal 3: Safe Community

**Resource Persons:** Susan Amey, President & CEO, Discover Durham, RRTF Communications Committee Chair; Katie Galbraith, President, Duke Regional Hospital, RRTF Co-chair.

**County Manager's Recommendation:** The County Manager recommends that the Board receive a communications update and funding request from RRTF, ask follow-up questions deemed appropriate, and provide direction to staff on next steps.

**Attachments:**

[2021 Back on the Bull Communications Proposal Phase 4 Jan 2021](#)

[Back on the Bull Phase 1 - 3 recap](#)

[COVID Funding Summary 3\\_8\\_2021 Update.pdf](#)

**21-0119 Update #1 from the Development Finance Initiative on the Pre-development Process for the former DSS Main St. Facility (Presentation and Request for Board Endorsement of Guiding Public Interests) (30min)**

**Agenda Text:** The Board is requested to receive an update from the UNC School of Government's Development Finance Initiative on the Pre-development Process for the former DSS Main St. Facility. More specifically, this update will detail community input received from the survey and during the January 16 & 19, 2021 (virtual) Public Engagement Sessions. County staff and DFI are requesting that the BOCC endorse the Guiding Public Interests previously outlined to the BOCC in a memorandum dated February 19, 2021. Endorsement of the Guiding Public Interests will allow timely progress on this project to continue.

**Alignment with Strategic Plan:** This update is in accordance with Strategic Goal #5 - Accountable, Efficient and Visionary Government.

**Resource Persons:** Sarah Odio, Project Manager, DFI; Marcia Machado Perritt, Associate Director, DFI; Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services; Jay Gibson, P.E., CFM, General Manager - Goal 4

**County Manager's Recommendation:** The County Manager recommends that the Board receive the update, provide input if appropriate, and endorse the final draft Guiding Public Interests so that work can timely proceed.

**Attachments:** [2021.03.01 BOCC Worksession Parcel and Public Interests Final](#)

**21-0141 Durham Housing Authority East Main Street Redevelopment - Update and Discussion of Next Steps (30min)**

**Agenda Text:** The Board is requested to receive an update from the Durham Housing Authority (DHA) on the implementation of the Durham Downtown Neighborhood Plan (DDNP).

The intent of this update is to:

- Brief the Board and receive feedback/input on plans for the redevelopment of the Oldham & Liberty sites, the DHA Office/Criminal Justice Resource Center and the Roxboro Street Parking Deck project combined.
- Receive guidance from the BOCC on the County's interest in partnering with DHA on a potential redevelopment project on the DHA Office/CJRC site and the Roxboro Street Parking Deck project combined.
- If possible project partnership with DHA is supported by the BOCC, concurrence is needed from the Board to allow staff to continue discussions with DHA to proceed with establishing mutually beneficial goals and deal points for the joint redevelopment of the DHA Office/Criminal Justice Resource Center and the Roxboro Street Parking Deck (note: the intent is to

preserve the current Criminal Justice Resource Center and its operations while redeveloping the land that surrounds the facility).

**Alignment with Strategic Plan:** This project is in accordance with Strategic Plan Goal 4 - Environmental Stewardship and Community Prosperity particularly Strategy 4.2.C - Regional Planning: Participate in smart growth practices and support regional planning partnerships to promote a high quality of life for all.

**Resource Persons:** Anthony Scott, CEO, DHA; DHA Rhae Parkes, EJP Consulting Group and Peri Manns, ASLA, LEED GA, Assistant General Manager/Deputy Director of E, E &S and Jodi Miller, General Manager

**County Manager's Recommendation:** The County Manager recommends that the Board the update and provide input to DHA and County staff if appropriate.

**Attachments:** [County Commissioners Meeting March 0121 Final](#)

### **21-0146**

### **Removal of Citizen Board Member Due to Poor Attendance (5 min)**

**Agenda Text:**

The Board is requested to remove the following member in keeping with the Attendance Policy approved by the Board of County Commissioners in August 2014. "If an appointee has absences (excused or unexcused) which constitute more than 50% of the meetings in any calendar year or three (3) consecutive unexcused absences or five (5) consecutive excused absences in any calendar year, he or she is obligated to resign."

- Durham Cultural Advisory Board - JaMeeka Holloway-Burrell

The Clerk's Office was notified of the absences and made attempts to contact the board member. There was no response.

**Alignment with Strategic Plan:** This item aligns with Goal 5 Accountable, Efficient and Visionary Government. When citizens are engaged and partners on our Boards and Commissions, the vision of our Strategic Plan is achieved - a thriving, vibrant diverse community with abundant opportunity for all residents to live, work, learn, play and grow

**Resource Persons:** Monica Toomer, Clerk to the Board

**County Manager's Recommendation:** The County Manager recommends that the Board suspend the rules and take action to remove the above listed individual from the Durham Cultural Advisory Board due to poor attendance.

**Attachments:** [DCAB Attendance Report 2020](#)

### **21-0166**

### **Review of Commissioner Directives (15min)**

**Agenda Text:**

The Board is requested to review staff follow-up regarding previously issued directives.

Board directives from previous meetings as well as staff follow-up are reviewed at monthly Work Sessions. Staff strive to have all directives input into the system as accurately as possible as soon after they are issued as possible and to follow-up with the board and/or with other relevant parties in an appropriate time frame.

**Alignment with Strategic Plan:** Timely follow-up for board directives aligns clearly with Goal 5 of the Durham County Strategic Plan - Accountable, Efficient, and Visionary Government.

**Resource Persons:** Drew Cummings, Chief of Staff

**County Manager's Recommendation:** The County Manager recommends that the Board review staff follow-up regarding previously issued directives.

#### **21-0169**

#### **Commissioner Comments (30min)**

**Agenda Text:**

The Board is requested to allow each Commissioner six minutes to report on conferences or make comments regarding issues that may be of interest or concern to the Board.

**Alignment with Strategic Plan:** This item aligns with Strategic Goal 5: Accountability, Efficient and Visionary Government

**Resource Persons:** Board of County Commissioners

**County Manager's Recommendation:** The County Manager recommends that the Board allow comments from each commissioner and direct staff accordingly.

### **4. Closed Session**

#### **21-0165**

#### **Closed Session**

**Agenda Text:**

The Board is requested to adjourn to Closed Session for the following:

- To qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee, pursuant to G.S. 143-318.11(a)(6).
- To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged to G.S. 143-318.11(a)(3).

**Alignment with Strategic Plan:** This item aligns with Strategic Plan Goal 5: Accountable, Efficient and Visionary Government.

**Resource Persons:** Monica W. Toomer, Clerk to the Board

**County Manager's Recommendation:** The County Manager recommends that

the Board adjourn to Closed Session and direct staff as appropriate.

## **5. Adjournment**