

**THE BOARD OF COUNTY COMMISSIONERS  
DURHAM, NORTH CAROLINA**

Monday, January 7, 2008

9:00 A.M. Worksession

**AGENDA**

1. **Receive a Presentation from Griffin & Strong P.C. on the Drafted M/WBE Ordinance**

45 min.

On August 6, 2007, the Board received a presentation from Griffin & Strong P.C. on the County's Disparity Study. After a follow-up meeting with the County Attorney and the Finance Department to address legal issues, Griffin & Strong P.C. drafted a new M/WBE Ordinance. Mr. Rodney Strong, lead consultant, will provide a 45-minute overview of the drafted M/WBE Ordinance and address recommendations to support an M/WBE program versus a DBE program for Durham County.

Resource Person(s): Mr. Rodney Strong, Griffin & Strong P.C.; Jacqueline Boyce, Purchasing Manager; and George Quick, Finance Director

County Manager's Recommendation: The Manager recommends that the Board receive the presentation from the consultant; direct staff to finalize the M/WBE Ordinance with the recommendations reported; and place the item on a future consent agenda for the Board's approval.

2. **Library Meeting Room Fees**

20 min.

Review and discuss the recommendation of Durham County Library Board of Trustees to eliminate meeting room fees for nonprofit organizations, while reinstating a \$25 fee for groups serving refreshments (as permitted in the Meeting Room Policy) and a \$100 fee for commercial, for-profit groups. Prepare to take action at the January 14 Commissioners' meeting.

Resource Person(s): Hampton "Skip" Auld, Library Director, and Ken Berger, Chair, Durham County Library Board of Trustees

County Manager's Recommendation: The Manager recommends that the Commissioners receive and discuss the recommendation and place on the January 14 regular session consent agenda.

3. **Holton School**

30 min.

Escalation in construction prices has forced the Durham Public Schools to revise its budget and program for the Holton School. Presently, \$13,730,188 is appropriated for the project—\$8,650,188 from the City of Durham, \$1,080,000 in 2003 General Obligation Bonds, and \$4,000,000 from Durham County. Several improvements

(classroom, auditorium, and third floor renovations) have been eliminated from the budget. Additional funding would permit Durham Public Schools to complete the original program that was planned. The project, when completed, will provide training in skilled trades and in areas with projected high growth occupations along with a recreations center and health clinic.

Resource Person(s): Hugh Osteen, Assistant Superintendent, Durham Public Schools; Mike Ruffin, County Manager; Chuck Kitchen, County Attorney

County Manager's Recommendation: The Manager recommends that the Board authorize staff to secure the additional funds needed to complete the Holton School Project from 2/3<sup>rd</sup> Bonds to be issued in the spring.

4. **Settlement for 2007 Property Taxes Due to a Vacancy and the Charge of 2007 Property Taxes to the Interim Tax Collector**

10 min.

As required by G.S. 105-373(d) Settlement Upon Vacancy During Term—When a tax collector voluntarily resigns, he shall, upon his last day in office, make full settlement for all taxes in his hands for collections.

Furthermore pursuant to G.S. 105-373(d) the Board of County Commissioners may deliver the tax records to a successor collector immediately upon the occurrence of the vacancy.

Resource Person(s): Kimberly H. Simpson, Interim Tax Administrator

County Manager's Recommendation: Suspend the rules; receive and approve the 2007 Property Tax Settlement Report as a result of the Vacancy of Kenneth Joyner; and charge Kimberly Simpson, Interim Tax Collector, with collecting 2007 Property Taxes.

5. **Social Services Shell Positions**

15 min.

The Department of Social Services requests approval of the creation of ten shell positions that will be funded with lapsed salaries within the DSS agency. These positions will help to deal with high turnover in several areas, most specifically Child Welfare and Medicaid.

The shell positions would be established as provisional positions as a temporary trial method of addressing the turnover/vacancy issues. Fringe benefits will be provided to the employees. The agency would move employees currently holding these shell positions into permanent positions through the internal posting process as the permanent positions become vacant. This will be possible based on the understanding that these shell positions will be recruited the same as any other permanent position.

This measure is needed because vacancies in child welfare create a backlog of work, which must be done in a timely manner. These backlogs create burnout, and burnout leads to turnover. Additionally, since we already fail to meet state caseload standards, shell positions will help to reduce the already large workloads that our staff experience.

Creating these positions will require no additional expense on the part of the County; it will be managed within the existing budget.

Resource Person(s): Sammy R. Haithcock, Director, and Antonia Pedroza, Assistant Director/Accountability

County Manager's Recommendation: The Manager recommends that the Board receive the staff presentation and, if acceptable, place the establishment of ten new DSS provisional shell positions on the January 14 consent agenda for approval.

6. **Tax Administrator Recruitment Process**

The Tax Administrator is appointed by the Board of Commissioners. Advertisements to fill the position vacancy have been placed in several publications, and applications are being received by the Department of Human Resources. Final decisions relative to the recruitment process need to be made in order for interviews to be scheduled. Marqueta Welton, Human Resources Director, will discuss the process that was used in 2003 and answer any questions the Board may have about the position vacancy.

Resource Person(s): Marqueta Welton, Director, Human Resources

County Manager's Recommendation: The Manager recommends that the Board discuss the vacancy and advise staff as to the process it desires to employ to fill the vacancy.

7. **Amendments to County Incentives Policy**

30 min.

The Board reviewed proposed changes to the county incentives policy at its December 3, 2007 Worksession, requested several additional amendments to the policy that was presented, and asked that the item be placed on the January 7, 2008 Worksession for further review and discussion.

Resource Person(s): Mike Ruffin, County Manager; Chuck Kitchen, County Attorney; Carolyn Titus, Deputy County Manager

County Manager's Recommendation: The Manager recommends that the Board review the draft policy, make changes as it deems appropriate, and place the adoption thereof on a future consent agenda.

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2½ hrs.