

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

Monday, September 20, 2004

2:30 P.M. Special Session

Minutes

Place: Commissioners' Room, second floor, Durham County Government Administrative Complex, 200 E. Main Street, Durham, NC

Present: Chairman Ellen W. Reckhow, Vice-Chairman Joe W. Bowser, and Commissioners Philip R. Cousin Jr., Becky M. Heron, and Mary D. Jacobs

Absent: None

Presider: Chairman Reckhow

Staff Present: County Manager Michael M. Ruffin, Deputy County Manager Carolyn P. Titus, Deputy County Manager Wendell M. Davis, County Attorney Chuck Kitchen, Clerk to the Board Garry E. Umstead, and Deborah Craig-Ray, Public Information and Governmental Affairs Director.

Welcome

Chairman Reckhow welcomed everyone to the Special Meeting of the County Commission. The meeting has been called for two reasons. One is to meet with the auditors concerning the management letter and the other is a discussion with department heads concerning the Human Resources audit.

Meet with Auditors Concerning Management Letter

Pursuant to the Board's request, independent auditors, Cherry, Bekaert & Holland, L. L. P., who performed last year's audit, were present to answer questions regarding the management letter.

Resource Person(s): Scott Duda and Paul Fedorkowicz, Cherry, Bekaert & Holland, L. L.P.

Chairman Reckhow said this is regarding the audit that was completed for Fiscal Year 2003. It concerned a management letter associated with the audit that was received here a little over a year ago. In that management letter, there was an observation regarding amounts remitted to insurance carriers. As a result of that observation, the Board decided

last fall to direct the County Manager to do an audit of the Human Resources Department.

Chairman Reckhow recognized Scott Duda and Paul Fedorkowicz to answer questions from the Board regarding the management letter.

The Board of County Commissioners asked several questions to the auditors.

Chairman Reckhow thanked Scott Duda and Paul Fedorkowicz for coming to answer questions.

Discussion with Department Heads Concerning Human Resources Audit

Commissioners received information from selected Departments Heads concerning findings contained in the Human Resources audit.

Resource Person(s): Perry Dixon, IT Director; Willie Covington, Register of Deeds; Kenneth Joyner, Tax Administrator; Mickey Tezai, EMS Director; Angela Nunn, Youth Home Director; and Jeff Batten, Fire Marshal

Vice-Chairman Joe W. Bowser called on the seven staff resource persons to answer the same question relative to what was said to County Manager Michael M. Ruffin about the Human Resources Department audit.

The resource persons responded to all the questions the Commissioners asked.

Mr. Willie Covington, Register of Deeds, spoke to the Commissioners about a letter drafted by Michael M. Ruffin to the Board of County Commissioners dated September 20, 2004 in reference to Register of Deeds Pay Action.

Mr. Covington said to Vice-Chairman Joe W. Bowser, from his perspective, nothing needs to be looked at about the September 20, 2004 letter.

Fire Marshal Jeff Batten answered several questions for Vice-Chairman Joe Bowser relative to the conversation with Auditor Charlie Hobgood.

Youth Home Director Angela Nunn was unable to answer questions raised by Vice-Chairman Joe Bowser.

Commissioner Jacobs thanked County Manager Ruffin and the department heads for coming to the meeting to answer the questions.

Chairman Reckhow said the staff was excused when all the questions were answered.

Commissioner Jacobs and Vice-Chairman Bowser asked Mr. Charlie Hobgood several questions about the audit.

County Manager Michael Ruffin explained to the Commissioners information relative to audit findings, recommendations, and good business practices.

Commissioner Jacobs asked County Manager Ruffin several questions about personnel matters.

Adjournment

Chairman Reckhow adjourned the meeting at 4:05 p.m.

Agenda Adjustments—September 27, 2004 Regular Session

Commissioner Jacobs requested that a discussion on suspensions be added to the School Board meeting agenda.

Commissioner Jacobs also requested that a discussion on Commissioner-Board relationships be added to the September 27, 2004 meeting of the Board of agenda.

Respectfully submitted,

Garry E. Umstead, CMC
Clerk to the Board