

***WARREN COUNTY
BOARD OF COMMISSIONERS***

August 19, 2015

6:00 PM

Board Work Session

***WARREN COUNTY
ARMORY CIVIC CENTER
COMMISSIONERS' MEETING ROOM
WARRENTON, NC***

Revised

August 19, 2015
Work Session Agenda

Revised

1. **Moment of Silence**
2. **Department Head Reports to the Board:**
 - Youth Services Bureau – Debbie Scott, Director**
 - Animal Control – Elma Rae Greene, Director**
3. **NC Association of County Commissioners Video Presentation**
4. **Discussion of No Wake Zone Request – Petitioner Wilkins & Wildlife Officer Creech**
5. **All Lives Matter Community Event – Dakota & Nicole Mullins**
6. **Board of Elections Request to Terminate MOU with Warren County**
7. **Discussion of Local Area Mental Health Response & “Stepping Up Resolution”**
8. **Potential Impact to Warren County if State of NC Fails to Achieve Food & Nutrition Service Processing Requirements – Ryan Whitson, DSS Director**
9. **Discussion of Policy Statement for Board Appointment/Re-appointment for Warren County**
10. **NC Cooperative Extension New Staffing Plan & Program – Crystal Smith, Director**
11. **Reschedule October 21, 2015 Work Session**
12. **Adjourn Work Session**

August 19, 2015
Work Session Agenda

Item # 1

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Moment of Silence

August 19, 2015
Work Session Agenda

Item # 2

Department Head Reports (5 minutes):

Youth Services Bureau (YSB) – Debbie Scott, Director

Animal Control – Elma Rae Greene, Director

August 19, 2015
Work Session Agenda

Item # 3

NC Association of County Commissioners
Monthly Video Presentation

Play from the web YouTube:

<http://youtu.be/CKXT023H220>

Google Drive:

<https://drive.google.com/file/d/0Bx6fC1oKngQQc1locjZBNzBERDA/view?usp=sharing>

August 19, 2015
Work Session Agenda

Item # 4

Discussion of No Wake Zone Request

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Petitioner J.C. Wilkins

&

Wildlife Officer Richard T. Creech

----- Original Message -----

From: [Michele Wilkins](#)

To: stugaville@embarqmail.com

Sent: Friday, April 10, 2015 2:33 PM

Subject: Inquiry from LGWSC website

Good afternoon Susie –

My name is JC Wilkins - We have a home located at 108 N Jacks Dr Macon , NC (backs up on Six Pound Creek) I have a few concerns that I wanted to bring to your attention . We built and finished our home last summer (July/August) and noticed how the boats come through the area . I am interested in knowing exactly what the rules and laws are for speed , distance off docks , and wakes , etc. I have noticed while trying to dock our boats or jet skis that a lot of people do not tend to slow down - they more or less go right by at the same speed , Sometimes two & three wide , towing skiers , tubes ,throwing large wakes – which makes it extremely dangerous & difficult to dock our boats , putting the ones trying to dock the boat and ones around in danger .

I am just concerned about the safety of our children being in the water around our dock since there is not much distance between our dock and the dock at the homes across from ours .

It is our understanding that there have been a few accidents already on Six Pound Creek in the past - This past weekend while we were there , as a friend of ours that lives on six pound creek also was pulling up to the dock , a boater came by so fast and close to the dock that before he could get turned around and docked , the water came up over the back of the boat putting the boat in jeopardy of almost sinking the boat and pushing it into the rip-raf (rocks)

I would also like to know about floating buoys off our docks to keep boats at a safe distance - If this is something that we can do or not ?

We appreciate any assistance / clarity of the rules & laws that you can help us with so that we all have a nice and safe boating season for 2015 . Look forward to hearing from you and/or LGWSC .

Thank You, JC Wilkins

JC, In regards to your questions about Sixpound Creek, it is not a currently designated "No-Wake Zone." Therefore, there are no speed restrictions, distances from docks, etc. that must be maintained by vessels. That being said, NC General Statute 75A-10(a) clearly states "No person shall operate any motorboat or vessel, or manipulate any water skis, surfboard, or similar device on the waters of this State in a reckless or negligent manner so as to endanger the life, limb, or property of any person." This is an area that my officers focused on last season as there were a couple of boat accidents in there. Of course, we can't be there all the time. As far as placing bouys to keep boats off of your dock, as long as you only utilize them when you are actually out there your are ok. You can't place them there and leave them there for the summer, etc. As always, if you see any violations occuring, please call our 24/7 communications center in Raleigh at 1-800-662-7137 to report them. If you have any other questions or wish to discuss this further please don't hesitate to email or call me. Thanks!

Sgt. Brandon J. Joyner
NC Wildlife Resources Commission
Division of Law Enforcement
252-886-3605
brandon.joyner@ncwildlife.org

Angelena Kearney-Dunlap

From: Creech, Richard T <richard.creech@ncwildlife.org>
Sent: Monday, August 10, 2015 2:06 PM
To: AngelenaKDunlap@warrencountync.gov
Subject: Re: FYI - No Wake Zone Sixpound Creek - Lake Gaston

I will be there at the meeting. The county is responsible for the purchase and placement of the no wake buoys. The buoys cost between \$200 and \$400, just make sure they are coast guard approved buoys. You can google no wake buoys and get a lot of info on them. I may be able to help with the placement of them. It shouldn't take but two buoys no more than four. If you think of any more questions please email or call me 252-886-3614. Thanks

Richard Creech
Master Enforcement Officer // Division of Law Enforcement

NC Wildlife Resources Commission
Mailing Address: 1720 Mail Service Center
Raleigh, North Carolina 27699-1720
office: 800-662-7137 // cell: 252-886-3614

Response from officer Joyner April 2015

- 1-No wake zone is permitted if you can demonstrate a safety issue;**
- 2-Board of Commissioners (BOC) must hold a public hearing;**
- 3-BOC makes recommendation for No Wake Zone during a regular meeting;**
- 4-Warren County provides and maintains buoys; and**
- 5-NC Wildlife will continue to enforce laws related to violations.**

August 19, 2015
Work Session Agenda

Item # 5

All Lives Matter Community Event

October 17, 2015

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Dakota & Nicole Mullins

From: Nicole Mullins <bubsdixiegurl2004@yahoo.com>
Sent: Friday, August 07, 2015 9:56 AM
To: AngelenakDunlap@warrencountync.gov
Subject: Re: test
Attachments: dakota.docx

Good Morning my name is Nicole Mullins and I spoke with you in reference to my daughter Dakota Mullins. I have attached a copy of her flyer for the work session agenda on August 19th. She is in the process of taking any kind of suggestions as well as donations to make her day a success. Her goal is to have a family orientated day that will be free to the entire community as well as neighboring communities. If you have any questions or concerns please feel free to contact me at 252-885-6228



10/17/2015

**1ST ANNUAL ALL LIVES MATTER
COMMUNITY EVENT.**

Come help Dakota and make a difference TOGETHER!!!

Who is not tired of turning the news on and seeing all the hate in the world today. I feel that it is a time where it is bad to be any race and that needs to change. We need to reunite with each other and work together not against each other. Please join me and show your support and help me make a difference. Maybe we can be one small step into the right direction and help others follow our lead.

Coordinator: Dakota Mullins Age: 12 From: Warren County N.C. Any questions please feel free to contact her Mother Nicole @252-885-6228.



**Free Food, Music,
Fellowship, and
shared Love.**

**Join us in
becoming a united
community again.**

**Be there for each
other.**

**Let us bury the
hate.**

**Join hands and
make a difference.**

**BUCK SRPINGS
PLANTATION**

217 Nathaniel Macon Dr.
Warrenton, NC 27551

10/17/2015
1:00-5:00p.m.

August 19, 2015
Work Session Agenda

Item # 6

**Board of Elections Request to Terminate
MOU with Warren County**

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Dr. Merwin Dieckman, Chairman

&

Debbie Formyduval, Elections Director



WARREN COUNTY BOARD OF ELECTIONS

John Graham Building Annex
309 North Main Street
Post Office Box 803
Warrenton, North Carolina 27589

252-257-2114 (Office)

252-257-5232 (Fax)

June 11, 2015

The Honorable Barry Richardson
Chairman, Warren County Board of Commissioners
P. O. Box 619
Warrenton, North Carolina 27589

RE: Memorandum of Understanding between the Warren County Board of Elections and the County of Warren

Dear Chairman Richardson:

During the June 11, 2015 meeting of the Warren County Board of Elections, the referenced agreement was discussed. The Memorandum of Understanding was put into place in 2000 by a prior Board of Elections and it is the belief of the current board that the agreement is both obsolete and does not serve the needs of the current Board of Elections in an efficient or effective manner.

Therefore, the Warren County Board of Elections request that the Memorandum of Understanding entered into by then Chair-Leonard C. Cooper be terminated per section 5 of the agreement. Based on board actions, the termination date of the memorandum would be by September 25, 2015.

Respectfully,


Merwin R. Dieckmann-Chairman

Warren County Board of Elections

CC: Angelina Kearney Dunlap-Clerk to the Board of Commissioners
Karlene Turrentine-Legal Counsel for Warren County
Kim Strach-Director-NC State Board of Elections
File

MEMORANDUM OF UNDERSTANDING BETWEEN THE WARREN COUNTY BOARD OF ELECTIONS AND THE COUNTY OF WARREN

WHEREAS, the Warren County Board of Elections is established by the North Carolina General Statute §163-30, is empowered by G.S. §163-33 to appoint and remove employees, and empowered by G.S. §163-32 to set the compensation of its own employees, and

WHEREAS, the County of Warren has a personnel policy which provides for a system of personnel management and administration for the employees of the county, as authorized in North Carolina General Statutes §153A-92 *et. seq.*, but the application of this policy applies as an automatic matter only to the County's formal employees, and

WHEREAS, the Warren County Board of Commissioners and the Warren County Board of Elections are both desirous to provide a comprehensive employment system to the employees of the Board of Elections.

NOW THEREFORE, the Warren County Board of Commissioners and the Warren County Board of Elections do mutually agree as follows:

1. The County of Warren will, by and through its Personnel Department, assist the Board of Elections in providing a uniform system of personnel administration for the employees of the Warren County Board of Elections under the rules, regulations and procedures applicable to formal Warren County employees.
2. Warren County will administer leave policies, position classification, and compensation and benefits for employees of the Warren County Board of Elections as the same applies to all other part-time, full-time and/or temporary county employees. The Warren County Board of Elections shall be solely responsible for administering all other provisions of the County's personnel policies.
3. The Warren County Board of Elections and its employees will observe Warren County's policies and procedures concerning general employment rules and regulations, and conditions of employment so long as the County's policies and procedures do not conflict with the State's applicable rules controlling the employment of employees of the Board of Elections' employees. This agreement does not affect the Warren County Board of Elections' statutory authority to appoint, discipline and remove employees.
4. Warren County's policies and procedures concerning employee disciplinary actions and employee grievances will apply to employees of the Board of Elections; however, any appeals from employment decisions made by the employees of the Warren County Board of Elections will be heard and disposed of only by the County Board of Elections, and there will be no appeal of the decisions of that Board to any County entity.

5. This Memorandum of Understanding will be effective when signed by all parties involved. It will continue in force from year to year until modified or terminated by written mutual agreement of the parties hereto, or upon ninety (90) days written notice by any of the above parties. Such modification or termination of this agreement shall not affect any pending disciplinary action in process.

This the 7th day of August, 2000.

COUNTY OF WARREN, NORTH CAROLINA

By: Harry M. Williams, III
Harry M. Williams, III, Chairman
Warren County Board of Commissioners

The signing of this Memorandum of Understanding was authorized by a resolution of the Warren County Board of Commissioners at a meeting held the 7th day of August, 2000.

Angelena Kearney-Dunlap
Angelena Kearney-Dunlap, Clerk
Warren County Board of Commissioners

DATE: 8-8-00, 2000

WARREN COUNTY BOARD OF ELECTIONS

By: L.C. Cooper
L.C. Cooper, Chairman
Warren County Board of Elections

The signing of this Memorandum of Understanding was authorized by a resolution of the Warren County Board of Elections at a meeting held the 22 day of August, 2000.

Fredrick R. Haynes
Fredrick R. Haynes, Secretary
Warren County Board of Elections

DATE: 8-22, 2000

Article 4.
County Boards of Elections.

§ 163-30. County boards of elections; appointments; terms of office; qualifications; vacancies; oath of office; instructional meetings.

In every county of the State there shall be a county board of elections, to consist of three persons of good moral character who are registered voters in the county in which they are to act. Members of county boards of elections shall be appointed by the State Board of Elections on the last Tuesday in June 1985, and every two years thereafter, and their terms of office shall continue for two years from the specified date of appointment and until their successors are appointed and qualified. Not more than two members of the county board of elections shall belong to the same political party.

No person shall be eligible to serve as a member of a county board of elections who holds any elective office under the government of the United States, or of the State of North Carolina or any political subdivision thereof.

No person who holds any office in a state, congressional district, county or precinct political party or organization, or who is a campaign manager or treasurer of any candidate or political party in a primary or election, shall be eligible to serve as a member of a county board of elections, provided however that the position of delegate to a political party convention shall not be considered an office for the purpose of this section.

No person shall be eligible to serve as a member of a county board of elections who is a candidate for nomination or election.

No person shall be eligible to serve as a member of a county board of elections who is the wife, husband, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, sister, sister-in-law, brother, brother-in-law, aunt, uncle, niece, or nephew of any candidate for nomination or election. Upon any member of the board of elections becoming ineligible, that member's seat shall be declared vacant. This paragraph only applies if the county board of elections is conducting the election for which the relative is a candidate.

The State chairman of each political party shall have the right to recommend to the State Board of Elections three registered voters in each county for appointment to the board of elections for that county. If such recommendations are received by the Board 15 or more days before the last Tuesday in June 1985, and each two years thereafter, it shall be the duty of the State Board of Elections to appoint the county boards from the names thus recommended.

Whenever a vacancy occurs in the membership of a county board of elections for any cause the State chairman of the political party of the vacating member shall have the right to recommend two registered voters of the affected county for such office, and it shall be the duty of the State Board of Elections to fill the vacancy from the names thus recommended.

At the meeting of the county board of elections required by G.S. 163-31 to be held on Tuesday following the third Monday in July in the year of their appointment the members shall take the following oath of office:

"I, _____, do solemnly swear (or affirm) that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States; and that I will well and truly execute the duties of the office of member of the _____ County Board of Elections to the best of my knowledge and ability, according to law; so help me God."

Each member of the county board of elections shall attend each instructional meeting held pursuant to G.S. 163-46, unless excused for good cause by the chairman of the board, and shall be paid the sum of twenty-five dollars (\$25.00) per day for attending each of those meetings. (1901, c. 89, ss. 6, 11; Rev., ss. 4303, 4304, 4305; 1913, c. 138; C.S., ss. 5924, 5925, 5926; 1921, c. 181, s. 1; 1923, c. 111, s. 1; c. 196; 1933, c. 165, s. 2; 1941, c. 305, s. 1; 1945, c. 758, ss. 1, 2; 1949, c. 672, s. 1; 1953, c. 410, ss. 1, 2; c. 1191, s. 2; 1955, c. 871, s. 1; 1957, c. 182, s. 1; 1959, c. 1203, s. 1; 1967, c. 775, s. 1; 1969, c. 208, s. 1; 1973, c. 793, s. 7; c. 1094; c. 1344, s. 4; 1975, c. 19, s. 66; c. 159, s. 1; 1981, c. 954, s. 1; 1983, c. 617, ss. 1, 2; 1985, c. 472, s. 4; 1997-211, s. 1.)

§ 163-31. Meetings of county boards of elections; quorum; minutes.

In each county of the State the members of the county board of elections shall meet at the courthouse or board office at noon on the Tuesday following the third Monday in July in the year of their appointment by the State Board of Elections and, after taking the oath of office provided in G.S. 163-30, they shall organize by electing one member chairman and another member secretary of the county board of elections. On the Tuesday following the third Monday in August of the year in which they are appointed the county board of elections shall meet and appoint precinct chief judges and judges of elections. The board may hold other meetings at such times as the chairman of the board, or any two members thereof, may direct, for the performance of duties prescribed by law. A majority of the members shall constitute a quorum for the transaction of board business. The chairman shall notify, or cause to be notified, all members regarding every meeting to be held by the board.

The county board of elections shall keep minutes recording all proceedings and findings at each of its meetings. The minutes shall be recorded in a book which shall be kept in the board office and it shall be the responsibility of the secretary, elected by the board, to keep the required minute book current and accurate. The secretary of the board may designate the director of elections to record and maintain the minutes under his supervision. (1901, c. 89, s. 11; Rev., ss. 4304, 4306; C.S., ss. 5925, 5927; 1921, c. 181, s. 2; 1923, c. 111, s. 1; 1927, c. 260, s. 1; 1933, c. 165, s. 2; 1941, c. 305, s. 1; 1945, c. 758, s. 2; 1953, c. 410, s. 1; c. 1191, s. 2; 1957, c. 182, s. 1; 1959, c. 1203, s. 1; 1966, Ex. Sess., c. 5, s. 2; 1967, c. 775, s. 1; 1969, c. 208, s. 2; 1975, c. 159, s. 2; 1977, c. 626; 1983, c. 617, s. 3; 1993 (Reg. Sess., 1994), c. 762, s. 13; 1995, c. 243, s. 1.)

§ 163-32. Compensation of members of county boards of elections.

In full compensation of their services, members of the county board of elections (including the chairman) shall be paid by the county twenty-five dollars (\$25.00) per meeting for the time they are actually engaged in the discharge of their duties, together with reimbursement of expenditures necessary and incidental to the discharge of their duties; provided that members are not entitled to be compensated for more than one meeting held in any one 24-hour period. In its discretion, the board of county commissioners of any county may pay the chairman and members of the county board of elections compensation in addition to the per meeting and expense allowance provided in this paragraph.

In all counties the board of elections shall pay its clerk, assistant clerks, and other employees such compensation as it shall fix within budget appropriations. Counties which adopt full-time and permanent registration shall have authority to pay directors of elections whatever compensation they may fix within budget appropriations. (1901, c. 89, s. 11; Rev., s. 4303; C.S., s. 5925; 1923, c. 111, s. 1; 1933, c. 165, s. 2; 1941, c. 305, s. 1; 1945, c. 758, s. 2; 1953, c. 410, s. 1; c. 843; c. 1191, s. 2; 1955, c. 800; 1957, c. 182, s. 1; 1959, c. 1203, s. 1; 1963, c. 303, s. 1; 1967, c. 775, s. 1; 1971, c. 1166, s. 1; 1973, c. 793, s. 8; c. 1344, s. 5; 1977, c. 626, s. 1; 1991, c. 338, s. 1; 1993 (Reg. Sess., 1994), c. 762, s. 14; 1995, c. 243, s. 1.)

§ 163-33. Powers and duties of county boards of elections.

The county boards of elections within their respective jurisdictions shall exercise all powers granted to such boards in this Chapter, and they shall perform all the duties imposed upon them by law, which shall include the following:

- (1) To make and issue such rules, regulations, and instructions, not inconsistent with law, with directives promulgated under the provisions of G.S. 163-132.4, or with the rules, orders, and directives established by the State Board of Elections, as it may deem necessary for the guidance of election officers and voters.
- (2) To appoint all chief judges, judges, assistants, and other officers of elections, and designate the precinct in which each shall serve; and, after notice and hearing, to remove any chief judge, judge of elections, assistant, or other officer of election appointed by it for incompetency, failure to discharge the duties of office, failure to qualify within the time prescribed by law, fraud, or for any other satisfactory cause. In exercising the powers and duties of this subdivision, the board may act only when a majority of its members are present at any meeting at which such powers or duties are exercised.

- (3) To investigate irregularities, nonperformance of duties, and violations of laws by election officers and other persons, and to report violations to the State Board of Elections. In exercising the powers and duties of this subdivision, the board may act only when a majority of its members are present at any meeting at which such powers or duties are exercised. Provided that in any hearing on an irregularity no board of elections shall consider as evidence the testimony of a voter who cast a ballot, which ballot that voter was not eligible to cast, as to how that voter voted on that ballot.
- (4) As provided in G.S. 163-128, to establish, define, provide, rearrange, discontinue, and combine election precincts as it may deem expedient, and to fix and provide for places of registration and for holding primaries and elections.
- (5) To review, examine, and certify the sufficiency and validity of petitions and nomination papers.
- (6) To advertise and contract for the printing of ballots and other supplies used in registration and elections; and to provide for the delivery of ballots, pollbooks, and other required papers and materials to the voting places.
- (7) To provide for the purchase, preservation, and maintenance of voting booths, ballot boxes, registration and pollbooks, maps, flags, cards of instruction, and other forms, papers, and equipment used in registration, nominations, and elections; and to cause the voting places to be suitably provided with voting booths and other supplies required by law.
- (8) To provide for the issuance of all notices, advertisements, and publications concerning elections required by law. If the election is on a State bond issue, an amendment to the Constitution, or approval of an act submitted to the voters of the State, the State Board of Elections shall reimburse the county boards of elections for their reasonable additional costs in placing such notices, advertisements, and publications. In addition, the county board of elections shall give notice at least 20 days prior to the date on which the registration books or records are closed that there will be a primary, general or special election, the date on which it will be held, and the hours the voting places will be open for voting in that election. The notice also shall describe the nature and type of election, and the issues, if any, to be submitted to the voters at that election. Notice shall be given by advertisement at least once weekly during the 20-day period in a newspaper having general circulation in the county and by posting a copy of the notice at the courthouse door. Notice may additionally be made on a radio or television station or both, but such notice shall be in addition to the newspaper and other required notice. This subdivision shall not apply in the case of bond elections called under the provisions of Chapter 159.
- (9) To receive the returns of primaries and elections, canvass the returns, make abstracts thereof, transmit such abstracts to the proper authorities, and to issue certificates of election to county officers and members of the General Assembly except those elected in districts composed of more than one county.
- (10) To appoint and remove the board's clerk, assistant clerks, and other employees; and to appoint and remove precinct transfer assistants as provided in G.S. 163-82.15(g).
- (11) To prepare and submit to the proper appropriating officers a budget estimating the cost of elections for the ensuing fiscal year.
- (12) To perform such other duties as may be prescribed by this Chapter, by directives promulgated pursuant to G.S. 163-132.4, or by the rules, orders, and directives of the State Board of Elections.
- (13) Notwithstanding the provisions of any other section of this Chapter, to have access to any ballot boxes and their contents, any voting machines and their contents, any registration records, pollbooks, voter authorization cards or voter lists, any lists of absentee voters, any lists of presidential registrants under the Voting Rights Act of 1965 as amended, and any other voting equipment or similar records, books or lists in any precinct or municipality over whose elections it has jurisdiction or for whose elections it has responsibility.

- (14) To make forms available for near relatives or personal representatives of a deceased voter's estate to provide signed statements of the status of a deceased voter to return to the board of elections of the county in which the deceased voter was registered. Forms may be provided, upon request, to any of the following: near relatives, personal representatives of a deceased voter's estate, funeral directors, or funeral service licensees. (1901, c. 89, s. 11; Rev., s. 4306; C.S., s. 5927; 1921, c. 181, s. 2; 1927, c. 260, s. 1; 1933, c. 165, s. 2; 1966, Ex. Sess., c. 5, s. 2; 1967, c. 775, s. 1; 1973, c. 793, ss. 9-11; 1983, c. 392, s. 1; 1989, c. 93, s. 1; 1993 (Reg. Sess., 1994), c. 762, s. 15; 1995 (Reg. Sess., 1996), c. 694, s. 1; 1997-510, s. 1; 1999-424, s. 7(b); 2009-541, s. 2; 2013-381, s. 39.1(a).)

§ 163-33.1. Power of chairman to administer oaths.

The chairman of the county board of elections is authorized to administer to election officials specified in Articles 4, 5, and 20 of this Chapter the required oath, and may also administer the required oath to witnesses appearing before the county board at a duly called public hearing. (1981, c. 154; 2007-391, s. 5; 2008-187, s. 33(a).)

§ 163-33.2. Chairman and county board to examine voting machines.

Prior to each primary and general election the chairman and members of the county board of elections, in counties where voting machines are used, shall test vote, in a reasonable number of combinations, no less than ten percent (10%) of all voting machines programmed for each primary or election, such machines to be selected at random by the board after programming has been completed, and further, the board shall record the serial numbers of the machines test voted in the official minutes of the board. In the alternative, the board may cause the test voting required herein to be performed by persons qualified to program and test voting equipment. (1981, c. 303.)

§ 163-33.3. County board of elections littering notification.

At the time an individual files with a county board of elections a notice of candidacy pursuant to G.S. 163-106, 163-112, 163-291, or 163-294.2, is certified to a county board of elections by a political party executive committee to fill a nomination vacancy pursuant to G.S. 163-114, qualifies with a county board of elections as an unaffiliated or write-in candidate pursuant to Article 11 of this Chapter, or formally initiates with a county board of elections a candidacy pursuant to any statute or local act, the county board of elections shall notify the candidate of the provisions concerning campaign signs in G.S. 136-32 and G.S. 14-156 and the rules adopted by the Department of Transportation pursuant to G.S. 136-18. (2001-512, s. 8.)

§ 163-34. Power of county board of elections to maintain order.

Each county board of elections shall possess full power to maintain order, and to enforce obedience to its lawful commands during its sessions, and shall be constituted an inferior court for that purpose. If any person shall refuse to obey the lawful commands of any county board of elections, or by disorderly conduct in its hearing or presence shall interrupt or disturb its proceedings, it may, by an order in writing, signed by its chairman, and attested by its secretary, commit the person so offending to the common jail of the county for a period not exceeding 30 days. Such order shall be executed by any sheriff to whom the same shall be delivered, or if a sheriff shall not be present, or shall refuse to act, by any other person who shall be deputed by the county board of elections in writing, and the keeper of the jail shall receive the person so committed and safely keep him for such time as shall be mentioned in the commitment: Provided, that any person committed under the provisions of this section shall have the right to post a two hundred dollar (\$200.00) bond with the clerk of the superior court and appeal to the superior court for a trial on the merits of his commitment. (1901, c. 89, s. 72; Rev., s. 4376; C.S., s. 5977; 1955, c. 871, s. 4; 1967, c. 775, s. 1; 2004-203, s. 57.)

§ 163-35. Director of elections to county board of elections; appointment; compensation; duties; dismissal.

(a) In the event a vacancy occurs in the office of county director of elections in any of the county boards of elections in this State, the county board of elections shall submit the name of the person it recommends to fill the vacancy, in accordance with provisions specified in this section, to the Executive Director of the State Board of Elections who shall issue a letter of appointment. A person shall not serve as a director of elections if he:

- (1) Holds any elective public office;
- (2) Is a candidate for any office in a primary or election;
- (3) Holds any office in a political party or committee thereof;
- (4) Is a campaign chairman or finance chairman for any candidate for public office or serves on any campaign committee for any candidate;
- (5) Has been convicted of a felony in any court unless his rights of citizenship have been restored pursuant to the provisions of Chapter 13 of the General Statutes of North Carolina;
- (6) Has been removed at any time by the State Board of Elections following a public hearing; or
- (7) Is a member or a spouse, child, spouse of child, parent, sister, or brother of a member of the county board of elections by whom he would be employed.

(b) **Appointment, Duties; Termination.** - Upon receipt of a nomination from the county board of elections stating that the nominee for director of elections is submitted for appointment upon majority selection by the county board of elections the Executive Director shall issue a letter of appointment of such nominee to the chairman of the county board of elections within 10 days after receipt of the nomination. Thereafter, the county board of elections shall enter in its official minutes the specified duties, responsibilities and designated authority assigned to the director by the county board of elections. The specified duties and responsibilities shall include adherence to the duties delegated to the county board of elections pursuant to G.S. 163-33. A copy of the specified duties, responsibilities and designated authority assigned to the director shall be filed with the State Board of Elections.

The county board of elections may, by petition signed by a majority of the board, recommend to the Executive Director of the State Board of Elections the termination of the employment of the county board's director of elections. The petition shall clearly state the reasons for termination. Upon receipt of the petition, the Executive Director shall forward a copy of the petition by certified mail, return receipt requested, to the county director of elections involved. The county director of elections may reply to the petition within 15 days of receipt thereof. Within 20 days of receipt of the county director of elections' reply or the expiration of the time period allowed for the filing of the reply, the State Executive Director shall render a decision as to the termination or retention of the county director of elections. The decision of the Executive Director of the State Board of Elections shall be final unless the decision is, within 20 days from the official date on which it was made, deferred by the State Board of Elections. If the State Board defers the decision, then the State Board shall make a final decision on the termination after giving the county director of elections an opportunity to be heard and to present witnesses and information to the State Board, and then notify the Executive Director of its decision in writing. Any one or more members of the State Board designated by the remaining members of the State Board may conduct the hearing and make a final determination on the termination. For the purposes of this subsection, the member(s) designated by the remaining members of the State Board shall possess the same authority conferred upon the chairman pursuant to G.S. 163-23. If the decision, rendered after the hearing, results in concurrence with the decision entered by the Executive Director, the decision becomes final. If the decision rendered after the hearing is contrary to that entered by the Executive Director, then the Executive Director shall, within 15 days from the written notification, enter an amended decision consistent with the results of the decision by the State Board of Elections or its designated member(s).

Upon majority vote on the recommendation of the Executive Director, the State Board of Elections may initiate proceedings for the termination of a county director of elections for just cause. If the State Board votes to initiate proceedings for termination, the State Board shall state the reasons for the termination in writing and send a copy by certified mail, return receipt requested, to the county director of elections. The director has 15 days to reply in writing to the notice. The State Board of Elections shall also notify the chair of the county board of elections and the chair of the county board of commissioners that the State Board has initiated termination proceedings. The State Board shall make a final decision on the termination after giving the county director of elections an opportunity to be heard, present witnesses, and provide information to the State Board. Any one or more members of the State Board designated by the remaining members of the State Board may conduct the hearing and make a final decision. For the purposes of this subsection, the member(s) designated by the remaining members of the State Board shall possess the same authority conferred upon the chairman pursuant to G.S. 163-23.

A county director of elections may be suspended, with pay, without warning for causes relating to personal conduct detrimental to service to the county or to the State Board of Elections, pending the giving of written reasons, in order to avoid the undue disruption of work or to protect the safety of persons or property or for other

serious reasons. Any suspension may be initiated by the Executive Director but may not be for more than five days. Upon placing a county director of elections on suspension, the Executive Director shall, as soon as possible, reduce to writing the reasons for the suspension and forward copies to the county director of elections, the members of the county board of elections, the chair of the county board of commissioners, and the State Board of Elections. If no action for termination has been taken within five days, the county director of elections shall be fully reinstated.

Termination of any county director of elections shall comply with this subsection.

(c) **Compensation of Directors of Elections.** - Compensation paid to directors of elections in all counties maintaining full-time registration (five days per week) shall be in the form of a salary in an amount recommended by the county board of elections and approved by the Board of County Commissioners and shall be commensurate with the salary paid to directors in counties similarly situated and similar in population and number of registered voters.

The Board of County Commissioners in each county, whether or not the county maintains full-time or modified full-time registration, shall compensate the director of elections at a minimum rate of twelve dollars (\$12.00) per hour for hours worked in attendance to his or her duties as prescribed by law, including rules and regulations adopted by the State Board of Elections. In addition, the county shall pay to the director an hourly wage of at least twelve dollars (\$12.00) per hour for all hours worked in excess of those prescribed in rules and regulations adopted by the State Board of Elections, when such additional hours have been approved by the county board of elections and such approval has been recorded in the official minutes of the county board of elections.

In addition to the compensation provided for herein, the director of elections to the county board of elections shall be granted the same vacation leave, sick leave, and petty leave as granted to all other county employees. It shall also be the responsibility of the Board of County Commissioners to appropriate sufficient funds to compensate a replacement for the director of elections when authorized leave is taken.

(d) **Duties.** - The director of elections may be empowered by the county board of elections to perform such administrative duties as might be assigned by the board and the chairman. In addition, the director of elections may be authorized by the chairman to execute the responsibilities devolving upon the chairman provided such authorization by any chairman shall in no way transfer the responsibility for compliance with the law. The chairman shall remain liable for proper execution of all matters specifically assigned to him by law.

The county board of elections shall have authority, by resolution adopted by majority vote, to delegate to its director of elections so much of the administrative detail of the election functions, duties, and work of the board, its officers and members, as is now, or may hereafter be vested in the board or its members as the county board of elections may see fit: Provided, that the board shall not delegate to a director of elections any of its quasi-judicial or policy-making duties and authority. Such a resolution shall require adherence to the duties delegated to the county board of elections pursuant to G.S. 163-33. Within the limitations imposed upon the director of elections by the resolution of the county board of elections the acts of a properly appointed director of elections shall be deemed to be the acts of the county board of elections, its officers and members.

(e) **Training and Certification.** - The State Board of Elections shall conduct a training program consisting of four weeks for each new county director of elections. The director shall complete that program. Each director appointed after May 1995 shall successfully complete a certification program as provided in G.S. 163-82.24(b) within three years after appointment or by January 1, 2003, whichever occurs later. (1953, c. 843; 1955, c. 800; 1963, c. 303, s. 1; 1967, c. 775, s. 1; 1971, c. 1166, s. 2; 1973, c. 859, s. 1; 1975, c. 211, ss. 1, 2; c. 713; 1977, c. 265, s. 21; c. 626, s. 1; c. 1129, s. 1; 1981, cc. 84, 221; 1983, c. 697; 1985, c. 763; 1991, c. 338, s. 2; 1993 (Reg. Sess., 1994), c. 762, s. 16; 1995, c. 243, s. 1; 1999-426, s. 7(a); 2001-319, ss. 1(a), 1(b), 11; 2004-203, s. 58; 2009-541, ss. 3, 4(a).)

§ 163-36. Modified full-time offices.

The State Board of Elections shall promulgate rules permitting counties that have fewer than 6,501 registered voters to operate a modified full-time elections office to the extent that the operation of a full-time office is not necessary. Nothing in this section shall preclude any county from keeping an elections office open at hours consistent with the hours observed by other county offices. (1993 (Reg. Sess., 1994), c. 762, s. 6; 1999-426, s. 8(a).)

§ 163-37. Duty of county board of commissioners.

The respective boards of county commissioners shall appropriate reasonable and adequate funds necessary for the legal functions of the county board of elections, including reasonable and just compensation of the director of elections. (1999-424, s. 3(a).)

August 19, 2015
Work Session Agenda

Item # 7

Discussion of Local Area Mental Health Response

&

“Stepping Up Resolution”

From: NCACC <ncacc@ncacc.org>
Sent: Wednesday, July 08, 2015 3:45 PM
To: Todd McGee; Chair Commissioners
Cc: County Clerks; County Managers
Subject: NCACC Board of Directors encourages counties to adopt Stepping Up resolution
Attachments: NC version - Final - stepping up resolution.docx

At its June 24 meeting, the NCACC Board of Directors unanimously approved a sample resolution supporting the Stepping Up Initiative being led by the National Association of Counties. The Board asked that the sample resolution, which was first reviewed and approved by the Human Services Steering Committee, be sent to all 100 counties with encouragement for each county to adopt. The resolution is attached to this email and can be customized by your county.

Stepping Up is a national initiative to reduce the number of people with mental illnesses in county jails. NACo is one of several partners in this effort, which also includes the National Sheriffs Association and the National Alliance on Mental Illness (NAMI).

NACo has provided many resources on its website to support counties who are interested in this issue. Several North Carolina counties have already adopted this resolution, and we hope to see that number increase. Please visit the link below for more information:

<http://www.naco.org/resources/programs-and-initiatives/stepping-initiative>

If you should have any questions, please contact Public Relations Director Todd McGee at (919) 715-7336 or todd.mcgee@ncacc.org.

Thank you.

THE STEPPING UP INITIATIVE

STEPPING UP: A National Initiative to Reduce the Number of People with Mental Illnesses in Jails

THERE WAS A TIME WHEN NEWS OF JAILS serving more people with mental illnesses than in-patient treatment facilities was shocking. Now, it is not surprising to hear that jails across the nation serve an estimated 2 million people with serious mental illnesses each year¹—almost three-quarters of whom also have substance use disorders²—or that the prevalence of people with serious mental illnesses in jails is three to six times higher than for the general population.³ Once incarcerated, they tend to stay longer in jail and upon release are at a higher risk of returning than individuals without these disorders.

The human toll—and its cost to taxpayers—is staggering. Jails spend two to three times more on adults with mental illnesses that require intervention than on those without those needs,⁴ yet often do not see improvements in recidivism or recovery. Despite counties' tremendous efforts to address this problem, they are often thwarted by significant obstacles, such as coordinating multiple systems and operating with minimal resources. Without change, large numbers of people with mental illnesses will continue to cycle through the criminal justice system, often resulting in missed opportunities to link them to treatment, tragic outcomes, inefficient use of funding, and failure to improve public safety.

The National Initiative

Recognizing the critical role local and state officials play in supporting change, the [National Association of Counties \(NACo\)](#), the [Council of State Governments \(CSG\) Justice Center](#), and the [American Psychiatric Foundation \(APF\)](#) have come together to lead a national initiative to help advance counties' efforts to reduce the number of adults with mental and co-occurring substance use disorders in jails. With support from the U.S. Justice Department's [Bureau of Justice Assistance](#), the initiative will build on the many innovative and proven practices being implemented across the country. The initiative engages a diverse group of organizations with expertise on these issues, including those representing sheriffs, jail administrators, judges, community corrections professionals, treatment providers, people with mental illnesses and their families, mental health and substance use program directors, and other stakeholders.

The initiative is about creating a long-term, national movement—not a moment in time—to raise awareness of the factors contributing to the over-representation of people with mental illnesses in jails, and then using practices and strategies that work to drive those numbers down. The initiative has two key components:

1. **A CALL TO ACTION** demonstrating strong county and state leadership and a shared commitment to a multi-step planning process that can achieve concrete results for jails in counties of all sizes.

The Call to Action is more than a vague promise for reform; it focuses on developing an actionable plan that can be used to achieve county and state system changes. As part of this Call to Action, county elected officials are being asked to pass a resolution and work with other leaders (e.g., the sheriff, district attorney, treatment providers, and state policymakers), people with mental illnesses and their advocates, and other stakeholders on the following six actions:

- **Convene or draw on a diverse team** of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jails.

- **Collect and review prevalence numbers and assess individuals' needs** to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making.
- **Examine treatment and service capacity** to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community.
- **Develop a plan** with measurable outcomes that draws on the jail assessment data and inventory of available treatment and service capacity, while considering identified barriers.
- **Implement research-based approaches** that advance the plan.
- **Create a process to track progress** using data and information systems, and to report on successes.

In addition to county leaders, national and state associations, criminal justice and behavioral health professionals, state and local policymakers, others with jail authority, and individuals committed to reducing the number of people with mental illness should sign on to the Call to Action. Stepping Up participants will receive an online toolkit keyed to the six actions, with a series of exercises and related distance-learning opportunities, peer-to-peer exchanges, and key resources from initiative partners.⁵ The online toolkit will include self-assessment checklists and information to assist participants working in counties in identifying how much progress they have already made and a planning template to help county teams develop data-driven strategies that are tailored to local needs.

2. A NATIONAL SUMMIT to advance county-led plans to reduce the number of people with mental illnesses in jails.

Supported by the American Psychiatric Foundation, a summit will be convened in the spring of 2016 in Washington, DC, that includes counties that have signed on to the Call to Action, as well as state officials and community stakeholders such as criminal justice professionals, treatment providers, people with mental illnesses and their advocates, and other subject-matter experts. The summit will help counties advance their plans and measure progress, and identify a core group of counties that are poised to lead others in their regions. Follow-up assistance will be provided to participants to help refine strategies that can be used in counties across the nation. After the 2016 summit, participants will be notified of potential opportunities for sites to be selected for more intensive assistance through federal and private grant programs.

Although much of the initiative focuses on county efforts, states will be engaged at every step to ensure that their legislative mandates, policies, and resource-allocation decisions do not create barriers to plan implementation.

To learn more about the initiative, go to www.StepUpTogether.org.

Endnotes

1. Steadman, Henry, et al., "Prevalence of Serious Mental Illness among Jail Inmates." *Psychiatric Services* 60, no. 6 (2009): 761–765. These numbers refer to jail admissions. Even greater numbers of individuals have mental illnesses that are not "serious" mental illnesses, but still require resource-intensive responses.
2. Abram, Karen M., and Linda A. Teplin, "Co-occurring Disorders Among Mentally Ill Jail Detainees," *American Psychologist* 46, no. 10 (1991): 1036–1045.
3. Steadman, Henry, et al., "Prevalence of Serious Mental Illness among Jail Inmates."
4. See, e.g., Swanson, Jeffery, et al., *Costs of Criminal Justice Involvement in Connecticut: Final Report* (Durham: Duke University School of Medicine, 2011).
5. Among the key partners are the [National Alliance on Mental Illness](#); [Major County Sheriffs' Association](#); [National Association of County Behavioral Health & Developmental Disability Directors](#); [National Association of State Alcohol and Drug Abuse Directors](#); [National Association of State Mental Health Program Directors](#); [National Council for Behavioral Health](#); [National Sheriffs' Association](#); and [Policy Research Associates](#).

APF American Psychiatric Foundation (http://www.americanpsychiatricfoundation.org/)

NACOP National Association of County and City Health Officials (http://www.naco.org/)

JUSTICE CENTER (http://csgjusticecenter.org/)

Take Action Now (/take-action)



NEWS & UPDATES (/UPDATES)

THE PROBLEM (/THE-PROBLEM)

THE PEOPLE (/PEOPLE)

WHAT YOU CAN DO (/WHAT-YOU-CAN-DO)

What You Can Do

 (<https://plus.google.com/share?url=https%3A%2F%2Fstepuptogether.org%2Fwhat-you-can-do>)

 (<https://twitter.com/home?status=What+You+Can+Do+https%3A%2F%2Fstepuptogether.org%2Fwhat-you-can-do+%23StepUp4MentalHealth>)

 (<https://www.facebook.com/sharer/sharer.php?u=https%3A%2F%2Fstepuptogether.org%2Fwhat-you-can-do>)



Stepping Up County Resolution Template (PDF (<https://stepuptogether.org/wp-content/uploads/2015/05/Stepping-Up-Resolution-Template.pdf>) | Webpage (<https://stepuptogether.org/stepping-up-initiative-county-resolution-template>))

Whether you are a state or local policymaker, a criminal justice or behavioral health professional, an individual living with mental illness, or someone who is simply committed to reducing the number of people with mental illnesses in jails, you can play a critical role in this initiative. When you click to take action, you will receive an email with information about how to get involved.

Despite important efforts already underway in many counties, there is an urgent need to address this national crisis using a common data-driven process that can encourage innovation and bring good work to scale. The time is now to launch a nationwide initiative to provide coordinated support to counties to help people living with mental illnesses stay out of jail and on a path to recovery.

Urge your county officials to "Step Up" and join the following counties that have passed resolutions in support of the initiative

**“Stepping Up Initiative to
Reduce the Number of People with Mental Illnesses in Jails”**

WHEREAS, counties routinely provide treatment services to the estimated 2 million people with serious mental illnesses booked into jails each year, [and](#)

WHEREAS, rates of serious mental illnesses in confinement facilities are three to six times higher than for the general population, with statistics showing that almost 13% of North Carolina’s prison population requires some type of intervention due to mental health issues; and

WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders; and

WHEREAS, adults with mental illnesses tend to stay longer in jail and upon release are at a higher risk of recidivism than people without these disorders, and

WHEREAS, county jails spend two to three times more on adults with mental illnesses that require interventions compared to those without these treatment needs; and

WHEREAS, without the appropriate treatment and services, people with mental illnesses can continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals, their families, and their communities; and

WHEREAS, county jails are generally an unsafe environment for those with mental health treatment needs; and

WHEREAS, the NC Association of County Commissioners (NCACC) has undertaken a serious effort to address the local service needs of those with mental illnesses through the appointment of a special Task Force; and

**“Stepping Up Initiative to
Reduce the Number of People with Mental Illnesses in Jails”**

(page 2)

WHEREAS, Warren County, like all counties, takes pride in our responsibility to protect and enhance the health, welfare and safety of our residents in efficient, safe, and socially just ways; and

WHEREAS, through the Stepping Up Initiative, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging counties to reduce the number of people with mental illnesses in county jails;

Now therefore, be it resolved by the Warren County Board of Commissioners,

1. That the Board of Commissioners does hereby sign on to the Call to Action to reduce the number of people with mental illnesses in our county jail and commits to sharing lessons learned with other counties in North Carolina and across the country to support the Stepping Up Initiative; and
2. That the Board of Commissioners will utilize resources available through the Stepping Up Initiative and other resources provided by the Council of State Governments Justice Center to convene a diverse team of leaders and decision makers from multiple agencies who are committed to safely reducing the number of people with mental illnesses in jails, and
3. That this team will utilize the comprehensive resources available through the Stepping Up Initiative to develop a plan to reduce the number of people with mental illness in the county jail for 2016-2020, consistent with the Council of State Governments Justice Center report and recommendations, to be presented to the Board of Commissioners at its first meeting in December 2015.

PASSED AND APPROVED in this _____ day of _____, 2015.

**“Stepping Up Initiative to Reduce the Number of People
with Mental Illnesses in Jails”**

Resolution has been adopted by:

**Person County
Wayne County
Durham County
Surry County
Tyrell County
Guilford County**

August 19, 2015
Work Session Agenda

Item # 8

**Potential Impact to Warren County if State of NC
Fails to Achieve Food & Nutrition Service
Processing Requirements**

== =

Ryan Whitson, DSS Director

**FOOD AND NUTRITION SERVICES
APPLICATION PROCESSING RATES**

<u>MONTH</u>	<u>EXPEDITED</u>	<u>NORMAL</u>	
FEB 2015	0%	2.60%	
MARCH 2015	1.56%	0%	(Good Cause-Expedited overdue-case active in another county)
APRIL 2015	5.08%	1.25	
MAY 2015	0%	0%	
JUNE 2015	0%	0%	
JULY 2015	0%	0%	

Tolerance for Expedited processing is 0%

Tolerance for Normal processing is 3%

We remained in compliance for Normal processing during previous 6 months.

Although the reports shows 1.56% for Expedited in March 2015, it was with good cause as we were not able to process the expedited application as the case was active in another county.

We were out of compliance for Expedited processing in April 2015 with one expedited application being overdue without good cause



North Carolina Department of Health and Human Services
Division of Social Services

Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS
Wayne E. Black
Division Director

July 31, 2015

Dear County Director of Social Services:

Re: Plans for Achieving Food and Nutrition Services Processing Requirements

As noted in the Administrative Letter issued by Economic and Family Services on June 24, 2015, the N.C. Department of Health and Human Services was issued an Advance Warning letter stating that North Carolina is failing to meet processing timeliness standards and placing our state on corrective action. Failure to achieve corrective actions and achieve timeliness averages of 85% for July 1 – December 31, 2015 and 95% for the period of January 1 – June 30, 2016 could result in North Carolina being subject to "the suspension or disallowance of administrative funds in accordance with the code of Federal Regulation (CFR) 276.4." For SFY 2014-15, the total federal reimbursement for FNS administration was \$75,610,621. Please refer to the attached document to determine the potential loss of reimbursement for your count.

While we need to focus on timeliness, we must also improve in the areas of payment accuracy and case and procedure error rate. Our FFY error rate for payment accuracy of 4.98% places our state at risk of a financial penalty which could also result in a loss of a percentage of our administrative reimbursement. Our payment accuracy rate for the period of October 2014 – February 2015 is 7.15%. The latest report from USDA listed our CAPER for FFY 2014 at 64.45% (National average of 26.3%) Corrective action is needed in all three (3) of these areas of performance.

In finalizing a draft State Corrective Action Plan for processing timeliness a meeting (including County Directors) was held with representatives from USDA on July 22, 2015. A detailed plan, with input from USDA as to plan requirements, has been completed and forwarded to USDA. The Plan will require obtaining information via county surveys. Details will be forthcoming.

All 100 County Departments of Social Services will be required to prepare and submit plans detailing strategies that are being or will be implemented to assure that requirements are met in all three (3) areas of performance. You may expect to receive a Dear County Letter within the next two (2) weeks along with a template for completion of your County Plan. The County Plan will be due by August 31, 2015.

www.ncdhhs.gov • www.ncdhhs.gov/dss
Tel 919-527-6335 • Fax 919-334-1018

Location: McBryde Bldg. • 820 S. Boylan Avenue • Raleigh, NC 27603
Mailing Address: 2401 Mail Service Center • Raleigh, NC 27699-2401
An Equal Opportunity / Affirmative Action Employer



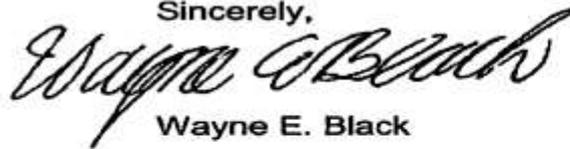
DCL
July 31, 2015
Page 2

Our Division will also be working with the DSS Directors Association to compile and share "best practices" that have proven effective in achieving these requirements.

As noted, in the June 24, 2015 Administrative Letter, reports have been adjusted to capture applications approved by the 4th calendar day (expedited) or the 25th calendar day (normal). We recognize that many applications that exceed these dates are pending for good cause. Our intention is to assure that we are processing applications in a manner that assures success when cases are pulled and verified as part of the quality control (QC) process.

Our Division will continue to provide information to counties through monthly Director webinars, regional meetings and statewide meetings. Thank you for your support as we work to achieve success.

Sincerely,

A handwritten signature in black ink, appearing to read "Wayne E. Black". The signature is written in a cursive style with a large, sweeping initial "W".

Wayne E. Black

Attachment

WEB/arg

DIR-10-2015

June 2015 Direct Staff

County	June 2015 Direct Staff FTE's	June 2015 Direct Staff Salary & Fringe	June 2015 Direct Staff Salary & Fringe INCLUDING Allocated Overhead	County's Annualized Cost	County's Annualized Reimbursement @ 50%
Alamance	25.8890	\$85,695.26	\$166,262.72	\$1,995,152.64	\$997,576.32
Alexander	4.0740	\$11,908.56	\$21,606.72	\$259,280.64	\$129,640.32
Alleghany	2.1933	\$7,374.98	\$14,673.55	\$176,082.60	\$88,041.30
Anson	8.4030	\$27,714.11	\$46,892.05	\$562,704.60	\$281,352.30
Ashe	8.3392	\$34,634.63	\$63,871.58	\$766,458.96	\$383,229.48
Avery	3.3986	\$13,823.84	\$23,782.03	\$285,384.36	\$142,692.18
Beaufort	11.1966	\$35,492.58	\$83,892.07	\$1,006,704.84	\$503,352.42
Bertie	5.8409	\$23,290.43	\$35,764.77	\$429,177.24	\$214,588.62
Bladen	11.0989	\$48,414.49	\$81,286.82	\$975,441.84	\$487,720.92
Brunswick	13.4536	\$60,971.86	\$120,018.46	\$1,440,221.52	\$720,110.76
Buncombe	62.3362	\$498,788.53	\$897,507.79	\$10,770,093.48	\$5,385,046.74
Burke	14.4515	\$43,760.15	\$88,632.93	\$1,063,595.16	\$531,797.58
Cabarrus	31.1083	\$113,064.15	\$203,268.43	\$2,439,221.16	\$1,219,610.58
Caldwell	11.1176	\$37,583.95	\$72,204.64	\$866,455.68	\$433,227.84
Camden	1.4695	\$5,362.65	\$11,623.64	\$139,483.68	\$69,741.84
Carteret	9.8196	\$34,670.17	\$58,782.79	\$705,393.48	\$352,696.74
Caswell	4.3240	\$14,125.77	\$23,726.13	\$284,713.56	\$142,356.78
Catawba	23.0572	\$121,703.58	\$200,836.15	\$2,410,033.80	\$1,205,016.90
Chatham	5.7741	\$17,765.96	\$41,298.40	\$495,580.80	\$247,790.40
Cherokee	7.3357	\$20,763.64	\$43,983.21	\$527,798.52	\$263,899.26
Chowan	4.9509	\$16,720.00	\$38,151.38	\$457,816.56	\$228,908.28
Clay	3.0465	\$9,348.92	\$22,726.06	\$272,712.72	\$136,356.36
Cleveland	26.8969	\$93,543.56	\$174,250.72	\$2,091,008.64	\$1,045,504.32
Columbus	15.0000	\$49,318.67	\$82,391.21	\$988,694.52	\$494,347.26
Craven	24.8752	\$95,687.01	\$174,908.82	\$2,098,905.84	\$1,049,452.92
Cumberland	43.5803	\$148,822.26	\$360,190.05	\$4,322,280.60	\$2,161,140.30
Currituck	3.0000	\$10,669.21	\$20,238.35	\$242,860.20	\$121,430.10
Dare	5.9879	\$23,564.34	\$49,423.52	\$593,082.24	\$296,541.12

Davidson	23.2593	\$75,559.49	\$117,276.62	\$1,407,319.44	\$703,659.72
Davie	4.6615	\$19,579.65	\$31,844.90	\$382,138.80	\$191,069.40
Duplin	15.4100	\$45,527.01	\$91,195.82	\$1,094,349.84	\$547,174.92
Durham	31.6870	\$143,320.27	\$347,320.99	\$4,167,851.88	\$2,083,925.94
Edgecombe	16.7921	\$53,266.97	\$97,833.67	\$1,174,004.04	\$587,002.02
Forsyth	52.3794	\$169,843.17	\$311,401.27	\$3,736,815.24	\$1,868,407.62
Franklin	10.4498	\$31,913.04	\$70,699.74	\$848,396.88	\$424,198.44
Gaston	32.8516	\$132,696.85	\$225,996.98	\$2,711,963.76	\$1,355,981.88
Gates	4.4042	\$14,888.88	\$32,730.59	\$392,767.08	\$196,383.54
Graham	2.2163	\$6,144.73	\$13,973.51	\$167,682.12	\$83,841.06
Granville	10.2851	\$31,146.37	\$64,317.44	\$771,809.28	\$385,904.64
Greene	4.9700	\$15,356.41	\$33,988.86	\$407,866.32	\$203,933.16
Guilford	66.8348	\$316,932.94	\$548,126.61	\$6,577,519.32	\$3,288,759.66
Halifax	17.9000	\$55,820.87	\$122,707.61	\$1,472,491.32	\$736,245.66
Harnett	20.0277	\$76,162.84	\$135,220.35	\$1,622,644.20	\$811,322.10
Haywood	11.6693	\$41,016.47	\$83,116.69	\$997,400.28	\$498,700.14
Henderson	15.4470	\$57,230.65	\$113,150.86	\$1,357,810.32	\$678,905.16
Hertford	10.1664	\$29,348.39	\$58,815.73	\$705,788.76	\$352,894.38
Hoke	9.1956	\$33,909.11	\$58,148.05	\$697,776.60	\$348,888.30
Hyde	2.0851	\$7,320.04	\$15,464.13	\$185,569.56	\$92,784.78
Iredell	17.9294	\$63,544.64	\$115,179.04	\$1,382,148.48	\$691,074.24
Jackson	6.6695	\$24,031.84	\$51,468.16	\$617,617.92	\$308,808.96
Jackson NAM	0.7726	\$2,545.09	\$6,212.87	\$74,554.44	\$37,277.22
Johnston	30.6052	\$116,675.82	\$200,967.29	\$2,411,607.48	\$1,205,803.74
Jones	1.8311	\$7,631.71	\$15,976.19	\$191,714.28	\$95,857.14
Lee	11.9900	\$42,132.33	\$66,990.80	\$803,889.60	\$401,944.80
Lenoir	14.6329	\$51,033.09	\$100,236.57	\$1,202,838.84	\$601,419.42
Lincoln	10.0543	\$34,365.19	\$72,682.66	\$872,191.92	\$436,095.96
Macon	6.7624	\$22,753.71	\$46,058.87	\$552,706.44	\$276,353.22
Madison	3.9996	\$11,091.21	\$26,208.20	\$314,498.40	\$157,249.20
Martin	7.3640	\$24,582.60	\$45,791.87	\$549,502.44	\$274,751.22
McDowell	10.0390	\$33,944.20	\$53,812.54	\$645,750.48	\$322,875.24
Mecklenburg	169.9347	\$715,111.34	\$1,812,716.86	\$21,752,602.32	\$10,876,301.16
Mitchell	4.3524	\$20,892.53	\$28,309.25	\$339,711.00	\$169,855.50

Montgomery	9.5087	\$29,253.41	\$55,724.33	\$668,691.96	\$334,345.98
Moore	10.0000	\$36,852.60	\$73,776.95	\$885,323.40	\$442,661.70
Nash	18.1356	\$67,950.43	\$114,852.87	\$1,378,234.44	\$689,117.22
New Hanover	44.1023	\$180,144.89	\$317,915.95	\$3,814,991.40	\$1,907,495.70
Northampton	8.0000	\$26,723.44	\$62,216.04	\$746,592.48	\$373,296.24
Onslow	27.2062	\$100,171.90	\$154,550.70	\$1,854,608.40	\$927,304.20
Orange	19.4925	\$85,887.18	\$196,631.77	\$2,359,581.24	\$1,179,790.62
Pamlico	4.1900	\$13,433.66	\$26,163.65	\$313,963.80	\$156,981.90
Pasquotank	13.2484	\$47,016.24	\$77,213.30	\$926,559.60	\$463,279.80
Pender	8.2279	\$29,370.70	\$59,590.94	\$715,091.28	\$357,545.64
Perquimans	2.0000	\$6,438.85	\$12,317.30	\$147,807.60	\$73,903.80
Person	12.5254	\$42,360.82	\$74,062.19	\$888,746.28	\$444,373.14
Pitt	27.1445	\$99,309.41	\$167,423.48	\$2,009,081.76	\$1,004,540.88
Polk	2.7395	\$9,135.31	\$16,152.47	\$193,829.64	\$96,914.82
Randolph	17.6562	\$64,092.59	\$109,057.05	\$1,308,684.60	\$654,342.30
Richmond	16.0605	\$53,992.11	\$86,082.27	\$1,032,987.24	\$516,493.62
Robeson	41.7429	\$162,057.19	\$285,872.91	\$3,430,474.92	\$1,715,237.46
Rockingham	18.0605	\$64,357.52	\$104,305.37	\$1,251,664.44	\$625,832.22
Rowan	23.5282	\$94,932.91	\$150,563.14	\$1,806,757.68	\$903,378.84
Rutherford	10.9310	\$30,291.56	\$58,175.54	\$698,106.48	\$349,053.24
Sampson	15.4319	\$60,646.96	\$180,647.93	\$2,167,775.16	\$1,083,887.58
Scotland	9.3018	\$32,479.55	\$59,283.90	\$711,406.80	\$355,703.40
Stanly	9.3496	\$31,017.04	\$53,947.95	\$647,375.40	\$323,687.70
Stokes	7.1534	\$19,383.74	\$34,316.04	\$411,792.48	\$205,896.24
Surry	12.5962	\$45,512.33	\$78,064.82	\$936,777.84	\$468,388.92
Swain	3.8012	\$11,483.84	\$20,468.25	\$245,619.00	\$122,809.50
Swain NAM	0.7905	\$2,662.04	\$5,088.12	\$61,057.44	\$30,528.72
Transylvania	5.9800	\$23,282.16	\$49,635.93	\$595,631.16	\$297,815.58
Tyrrell	2.0000	\$6,855.95	\$17,652.13	\$211,825.56	\$105,912.78
Union	21.6846	\$96,598.77	\$181,195.53	\$2,174,346.36	\$1,087,173.18
Vance	14.4500	\$55,195.98	\$95,049.70	\$1,140,596.40	\$570,298.20
Wake	62.4600	\$264,869.94	\$474,930.04	\$5,699,160.48	\$2,849,580.24
Warren	7.5204	\$26,985.61	\$53,417.99	\$641,015.88	\$320,507.94
Washington	6.0087	\$19,364.26	\$38,444.27	\$461,331.24	\$230,665.62

Watauga	4.0000	\$19,583.44	\$41,685.33	\$500,223.96	\$250,111.98
Wayne	21.9796	\$69,941.17	\$262,919.48	\$3,155,033.76	\$1,577,516.88
Wilkes	9.7218	\$34,995.33	\$52,378.07	\$628,536.84	\$314,268.42
Wilson	28.2623	\$106,738.81	\$184,025.59	\$2,208,307.08	\$1,104,153.54
Yadkin	5.6631	\$33,861.29	\$57,659.93	\$691,919.16	\$345,959.58
Yancey	4.1235	\$9,913.18	\$20,174.41	\$242,092.92	\$121,046.46
Total All Counties	1638.4267	\$6,447,046.82	\$12,601,770.21	\$151,221,242.52	\$75,610,621.26
Statewide Total	1638.4267	\$6,447,046.82	\$12,601,770.21	\$151,221,242.52	\$75,610,621.26
Sum check	0.0000	0.0000	0.0000	0.0000	0.0000

Data obtained from June 2015 XS325 Report - issued 7/22/15 (Columns B & C - First Pass -- Column D - Final Pass)

June 2015 Data & Expenditures - Reported and Reimbursed July 2015

Allocated Costs - Supervisors, Support Staff, Admin Staff, Overhead & Direct Program Costs from the Part II (310 / 311 with Indirect Cost Plan, 359, ADP, etc..)

August 19, 2015
Work Session Agenda

Item # 9

**Discussion of Policy Statement for Board
Appointment/Re-appointment for
Warren County**

May 7, 2012

On motion of Commissioner Jordan, which was seconded by Commissioner Downey by a majority vote, revised "Policy Statement for Board/Commission/Committee Appointments" was adopted limiting terms of service to three (3) consecutive terms; unless otherwise stipulated by General Statute, effective May 8, 2012. **Paragraph #5.**

"For those boards and/or commissions that are appointed by the Warren County Board of Commissioners, whose terms of office are not otherwise prescribed by North Carolina General Statutes, appointees may serve only three consecutive terms after which they must be removed from the board or commission. Individuals may be considered for additional terms of service on a board/commission after remaining off the board/commission for one term."

**POLICY STATEMENT FOR BOARD APPOINTMENT/
REAPPOINTMENT FOR WARREN COUNTY, NC**

The following policy will govern the appointment/reappointment of members to serve on the various boards and commissions appointed by the Warren County Board of Commissioners:

- 1. The N. C. General Statutes and/or By-Laws governing boards and commissions will take precedence in determining the manner in which the Board of Commissioners will make appointments or reappointments of individuals to serve on the various boards and commissions.**
- 2. All board and commission vacancies that are filled by the Board of Commissioners will be advertised quarterly by the Clerk to the Board in a local newspaper having general circulation in Warren County.**
- 3. Statements of interest received from citizens desiring to serve on a board or commission will remain active for a period of six (6) months from the date they are received by the Clerk to the Board.**
- 4. If no response is received for an advertised vacancy on a board or commission, the Board of Commissioners shall have the following options to address the vacancy:**
 - a. If the board member currently holding a seat on a board or commission is eligible for reappointment and is desirous of continuing to serve, he or she may be reappointed by the Board of Commissioners to serve an additional term.**
 - b. If the board member currently holding a seat on a board or commission is ineligible for reappointment, having served the maximum number of terms allowed by the N. C. General Statutes, By-Laws or Board of Commissioners, the Board of Commissioners and/or its representatives will make every effort to identify a willing person or persons to be considered for appointment. If permissible, until such time as a suitable replacement is found, the sitting Board member may remain on the board or commission if he or she is desirous of continuing to serve.**
 - c. If a board or commission vacancy is designated for a specific representative from the community, i.e. a licensed Physician, Pharmacist, Veterinarian, Optometrist, professional Engineer, etc., and no such individual is available for appointment, the Clerk to the Board will consult the N. C. General Statutes or By-Laws governing the board or commission to determine if a general public representative may be appointed to fill the vacancy.**

- d. **If appointment of a general public representative in lieu of a specific representative is permissible, the Board of Commissioners may appoint such an individual to fill the vacancy. If the N. C. General Statutes or By-Laws governing the board or commission do not allow a general public representative to fill a specific representative vacancy, the vacancy will continue on the board or commission until such time as the specific representative is found.**
5. **For those boards and/or commissions that are appointed by the Warren County Board of Commissioners, whose terms of office are not otherwise prescribed by North Carolina General Statutes, appointees may serve only three consecutive terms after which they must be removed from the board or commission. Individuals may be considered for additional terms of service on a board/commission after remaining off the board/commission for one term.**
6. **Individuals may serve on an unlimited number of boards or commissions at any given time, at the discretion of the Warren County Board of Commissioners.**

This 3rd amendment is effective as of the 7th day of May, 2012.

Policy Adopted:	September 6, 2005.
1st Amendment:	February 6, 2006
2nd Amendment:	May 7, 2007
3rd Amendment:	May 7, 2012, effective May 8, 2012

**Boards/Committees with Members Serving Over 3 Terms
and/or
Members Who Have Expired Term**

ABC Commission	Hehl (6 th term)
Adult Care Home & Community Advisory Committee	all 5 terms expired in 2012
Board of E&R	King (6 th) Febel, Carver & Meek (7 th)
Economic Development (EDC)	Deschenes (4 th)
Board of Health	Dr.OMalley, Dr. Dieckman & Engineer Kilian (4 th) Pharmacist-L.Baker (6 th)
Historic Preservation	5 members expired: 1 in 2013, 2 in 2014 and 2 in 2015
Industrial Facilities	all members expired between 2008 & 2012
Juvenile Crime Prevention (JCPC)	B.Kearney & T.Wimbrow (5 th terms)
Lake Gaston Weed Control	Deschenes (4 th)
Nursing Home Advisory	C.Williams (6 th) M.Wilkerson & O.Meek (4 th) 2 terms expired 1-2013 & 1-2014
Parks & Recreation Commission	F.Fleming & M.Martin (4 th)
Planning Board	D.Ross (4 th) A.Thompson (5 th), 7 members have expired between 2014 & 2015
Senior Center Advisory	3 terms expired in 2014
Work First Planning Committee	All 20 members have expired as of June 2015
Zoning Board of Adjustment	G.Midyette, H.Bobbitt, O.Meek & P.Bernard (5 th terms) R.Kelly (4 th) 1 members' term expired June 2015

Added
August 19, 2015
Work Session Agenda

Item # 10

**NC Cooperative Extension New Staffing Plan &
Program Focus**

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Crystal Smith, Director

Warren County Cooperative Extension Service

Renewed Focus, Unmatched Service

Identify Our Core Programs

We are focusing our resources where we are most needed, best equipped to provide solutions and can make the most impacts on the state's communities and economy: **Agriculture, Food & 4-H Youth Development.** Each Core Program Area includes multiple sub-programs.



Partner for Progress

Cooperative Extension is a century-old collaboration between federal, state and local governments, as well as land-grant universities across the nation. While we partner with N.C. A&T State University as our fellow N.C. land-grant university, this strategic plan reflects changes only for the Extension Service at N.C. State University.

Relationships remain the lifeblood of the Extension Service. We will continue to partner with N.C. A&T and local governments across the state to deliver and apply the world-leading research at N.C. State.

Position Extension for Long-term Success & Relevance

We are positioning Extension for long-term sustainability by addressing our strengths and the needs of the state to improve the lives, land and economy of North Carolinians. For example, agriculture is N.C.'s leading industry at \$77B. Extension is ideally positioned to step up and help grow N.C. agriculture to \$100B by 2020.

Key aspects of the plan include:

- ✓ Identify & focus on our core program areas
- ✓ Build High Tech, remain High Touch
- ✓ Bolster communications & branding
- ✓ Strengthen capacity & collaboration
- ✓ Enhance staff retention & expertise

From our strategic plan and vision, a modern Extension organization will emerge. This 21st-century approach to education and program development will help our people sustain existing relationships and engage new audiences with Extension's resources. In doing so, we can more effectively work with clients to transfer valuable knowledge and skills into practical application.

Optimize Access to Expertise Across N.C.

Going forward with partnerships with local governments and N.C. A&T, we will maintain our presence in each of our 101 local centers (including every county & the Eastern Band of Cherokee). Each local center will be offered a base staffing model with agents in Agriculture, 4-H and Family & Consumer Sciences, as well as a support specialist, to ensure targeted expertise and a friendly smile in every office.



At present, some counties are without the base level of access to Extension due to funding losses. Our new plan will address this issue at a local level, as well as add regional expertise through 15 additional area agents specialized in commodities and specific issues, to provide direct access to unbiased solutions involving agriculture, food and youth development.

Together, Our Journey Progresses

"The N.C. Cooperative Extension Service has a long, proud tradition of serving the citizens and communities of North Carolina. We have offices in every county and the Eastern Band of Cherokee, we live and raise families in every community, and we empower people and provide solutions across the state.



Extension achieved 100 years of service this year. Celebrating the centennial of one of the nation's premier Extension organizations presented a unique opportunity not only to recognize our historical impacts, but also to evaluate our operations and envision long-term goals to improve how we serve our clients.

Funding reductions created challenges, but they also presented opportunities and incentives to better ourselves going forward. We seized the opportunity and worked with employees and stakeholders to optimize our operations. As a result, Extension can continue to create economic, societal and intellectual prosperity for North Carolinians for many years to come.

From this endeavor we crafted a vision for our future, and we're excited, proud and confident with what lies ahead. *The next phase of our journey starts now. Together we move forward!*"

Joe Zublena
Director, N.C. Cooperative Extension Service | N.C. State University

Extension Leadership

Joe Zublena — Director, N.C. Cooperative Extension Service (NCCES) and Associate Dean, CALS

Tom Melton — Deputy Director, NCCES and State Program Leader, Agriculture & Natural Resources (ANR)

Sheri Schwab — Associate Director, NCCES and Director of County Operations

Mitzl Stumpf-Downing — Assistant Director, NCCES and Interim State Program Leader 4-H & FCS

Media Contact

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www.ces.ncsu.edu/vision-initiative/strategic-plan

**NC STATE
UNIVERSITY**

NC State University
**CO-OPERATIVE
EXTENSION**
Empowering People • Partnering Solutions

August 19, 2015
Work Session Agenda

Item # 11

Reschedule

October 21, 2015 Work Session

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Chairman Richardson

August 19, 2015
Work Session Agenda

Item # 12

Adjourn Work Session