

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, December 4, 2023.

Public access to the meeting could also be obtained through the following means:

live broadcast at 4:00 p.m. on Channel 22
<https://www.youtube.com/cabarruscounty>
<https://www.cabarruscounty.us/cabcotv>

Present - Chairman:	Stephen M. Morris
Vice Chairman:	Lynn W. Shue
Commissioners:	Christopher A. Measmer
	Kenneth M. Wortman
	Timothy A. Furr

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Rodney Harris, Deputy County Manager; Kelly Sifford, Assistant County Manager; Aalece Pugh, Assistant County Manager; and Lauren Linker, Clerk to the Board.

1. Call to Order

Vice Chairman Shue called the meeting to order at 4:00 p.m.

2. Approval of Agenda

UPON MOTION of Commissioner Wortman, seconded by Commissioner Furr and unanimously carried, the Board approved the agenda as presented.

3. Discussion Items - No Action

3.1 Budget - FY25 Budget Engagement Plan

Rosh Khatri, Budget Director; Kasia Thompson, Strategy Manager; and Jonathan Weaver, Communications and Outreach Director; presented a PowerPoint presentation titled "CabCo Budget Engagement" wherein county staff outlines efforts to enhance education, collaboration, and communication efforts with county residents regarding the FY2025 budget. Topics included:

- Why
 - Resident understanding
 - Resident participation
- Goal
- The Process
 - Roles
 - Educate
 - Collaborate
 - Communicate
- Timeline
- Key Information

There was discussion throughout the presentation. During discussions, Mr. Weaver, Mr. Khatri, and Ms. Thompson responded to questions from the Board.

4. Discussion Items - For Action

4.1 Sheriff's Office - Upgrade of Axon Fleet & Body Worn Camera Contract

Chief Tessa Burchett provided to the Board for consideration an updated Contract with Axon Enterprises for the Axon cameras, tasers and drones. Staff would like to enter into new contract prior to expiration of current contract due to updated technology providing better information for the officers. The current year budget request would remain similar for year one of the new contract with the increases to be spread in years two through five.

A discussion ensued. During discussion, Chief Burchett responded to questions from the Board.

UPON MOTION of Commissioner Furr, seconded by Commissioner Wortman and unanimously carried, the Board suspended the Rules of Procedure due to time constraints.

UPON MOTION of Commissioner Wortman, seconded by Commissioner Measmer and unanimously carried, the Board approved the contract between Cabarrus County and Axon Enterprises; and authorized the County Manager to execute the contract

on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

4.2 Active Living and Parks - 2024 Fees and Charges Updates

Londa Strong, Active Living and Parks Director, and Byron Haigler, Active Living and Parks Assistant Director, reviewed proposed changes of the upcoming year's (2024) Fees and Charges policy and the Fees and Charges schedule. A copy was provided to the Board for consideration.

A lengthy discussion ensued. During discussion, Ms. Strong and Mr. Haigler responded to questions from the Board.

4.3 Active Living and Parks - Phase 2 Matching Incentive Grant Project Approval

Ian Sweeney, Active Living and Parks Assistant, Project Event Manager, reported two applications were received for the Matching Incentive Grant Program for the remaining \$24,465. Both applicants met all necessary requirements. Therefore, it is recommended to award both projects. The projects include Cabarrus County 4H for the installation of a concrete pad for a new outdoor classroom and programming space and Hartsell Athletic Association for field maintenance equipment. There would be a county match required in the amount of \$15,622. Mr. Sweeney requested the Board's consideration.

Londa Strong, Active Living and Parks Director, was in attendance.

4.4 Behavioral Health - Amended Resolution to Direct the Expenditure of Opioid Settlement Funds

Aalece Pugh, Assistant County Manager, reported a Resolution to Direct the Expenditure of Opioid Settlement Funds was approved by the Board on January 17, 2023. The amendment would correlate the hire of a Peer Support Specialist by removing Strategy 7, which is no longer necessary for this purpose (Strategy 3 covers the hire).

4.5 County Manager - Resolution for Emergency Housing Support

Aalece Pugh, Assistant County Manager, reported on the lack of available and appropriate emergency placements for youth in the child welfare system. This is a statewide issue. In a proactive manner, a resolution was provided for the Board's consideration that would allow funds to purchase a home. This would be for short-term care for youth while awaiting a longer-term placement.

A lengthy discussion ensued. During discussion, Dr. Pugh and Malisha Ross, Partners Health Management, Regional Director of Community Operations, responded to questions from the Board.

Break

The Board took a break at 5:41 p.m.; the meeting resumed at 5:56 p.m.

4.6 Department of Human Services - Senior Health Insurance Information Program (SHIIP) Funding Increase

Anthony Hodges, Social Work Program Administrator, advised the County receives annual grant funding from the North Carolina Department of Insurance for the Senior Health Insurance Information Program (SHIIP). The actual amount awarded, \$15,677, was more than anticipated. A budget amendment will be required and was presented for consideration.

4.7 Emergency Management - Squad 410 Career Development Plan Proposal

Jason Burnett, Emergency Management Director and Jacob Thompson, Fire Marshal, presented a PowerPoint presentation of the career development plan for Squad 410, which included the following:

- History of Squad 410
- Current Vacancies and Recent Turnover
- Top Turnover Reasons
- Current Staffing by Position
- Comparison to Other County Public Safety Departments
- Proposed Career Development Position
 - Senior firefighter
 - Meet all requirements of firefighter (FT)
 - Successfully complete 18 months in the rank of firefighter (FT) with Squad 410

- Obtain North Carolina Technical Rescuer Certification - 120 hours
- Obtain North Carolina Emergency Vehicle Driver Certification - 24 Hours
- Successful completion of Squad 410 Senior Firefighter Task Book with assessment/evaluation
- Complete 1,500 hours of documented emergency services related training
- o Fire Lieutenant
 - Meet all requirements of a Senior Firefighter
 - Successfully complete 2 years in the Senior Firefighter rank with Squad 410
 - Obtain ICS 200 Certification - 24 hours
 - Obtain North Carolina Fire Instructor I Certification - 26 Hours
 - Obtain North Carolina Fire Officer I Certification - 36 Hours
 - Completion of Squad 410 Relief Fire Captain Task Book with assessment/evaluation
 - Complete 500 additional hours of documented emergency services related training for a total of 2,000 hours of training between Firefighter and Senior Firefighter positions
- Proposed Staffing by Position
 - o Fire Operations Chief (Full-time)
 - o Fire Captain (Full-time)
 - o Fire Lieutenant (Full-time)
 - o Senior Firefighter (Full-time)
 - o Firefighter (Full-time)
 - o Entry level firefighter/firefighter (Part-time)
- Why Now
- Fiscal Year Future Budget Impacts

Mr. Thompson provided additional information in response to previous questions.

4.8 Information Technology Services - Budget Amendment for 911 PC Purchase

Todd Shanley, Chief Information Officer, presented for consideration a budget amendment in the amount of \$20,099 in connection with the purchase of devices for the 911 CAD system.

4.9 Information Technology Services - Contract for Multifunction Devices

Todd Shanley, Chief Information Officer, reported every five years the County enters into a lease for copiers throughout county facilities. It is time for a new contract. Sharp has been chosen for the new copiers. The new contract was provided for the Board's review and consideration.

4.10 Library - Budget Amendment for Mt. Pleasant Collection

Melanie Holles, Library Director, advised materials for the Mt. Pleasant library will need to be ordered now in time for the opening. In that regard, she presented a budget amendment to allow the purchases for the Board's consideration.

A discussion ensued. During discussion, Ms. Holles responded to questions from the board.

4.11 Planning Department - Budget Amendment for Duke Power Rebate Funds Adjustment

Susie Morris, Planning and Development Director, reported the County has received five rebates from the weatherization program and presented the budget amendment necessary to appropriate the funds into the program for use.

4.12 BOC - Annual Bond Approvals

Chairman Morris advised it is time for annual bond renewals for the Deputy Finance Director, Finance Director, Register of Deeds, Sheriff, and Tax Administrator.

4.13 Appointments to Boards and Committees

Chairman Morris reported information regarding appointments to boards and committees was provided in the agenda. He announced for the benefit of the public, that there are always vacancies, and encouraged people to get involved.

He advised these appointment requests would be included in the Consent section of the December 18, 2023, regular meeting agenda.

4.14 BOC - Annual Policy Review

Chairman Morris advised the Rules of Procedure, Appointment Policy and Economic Development Grant Program have been provided for annual review.

4.15 BOC - Resolution Interim Human Services Director

Chairman Morris stated a resolution has been provided for consideration that would name Aalece Pugh, as the Human Services Director.

Mike Downs, County Manager, advised Ms. Pugh has accepted the position of an Assistant County Manager. Should the resolution be accepted, Ms. Pugh would serve dual roles until the Human Services Director position is filled.

4.16 BOC - Resolution Establishing the Board of Commissioners' 2024 Meeting Schedule

A resolution to establish the Board of Commissioners' 2024 schedule was provided for review and consideration.

5. Approval of Regular Meeting Agenda

5.1 BOC - Approval of Regular Meeting Agenda

UPON MOTION of Commissioner Wortman, seconded by Commissioner Measmer, and unanimously carried, the Board approved the agenda as follows for the November 20, 2023, regular meeting with changes made and to schedule all public hearings.

Recognitions and Presentations

- Active Living and Parks - Cabarrus Senior Games State Finals Participants Recognition
- County Manager - Recognition of Matt Love
- Human Resources - Recognition of Anthony Hodges on his Retirement from Cabarrus County Human Services
- Proclamation - Reverend Dr. Martin Luther King, Jr. Day

Consent

- Appointments and Removals - Active Living and parks Commission
- Appointments - Cabarrus-Rowan Metropolitan Planning Organization Technical Coordinating (TAC) Committee (TCC) and Transportation Advisory Committee
- Appointments (Removals) - Juvenile Crime Prevention Council (JCPC)
- Appointment and Removals -Mental Health Advisory Board
- Active Living and Parks - 2024 Fees and Charges Updates
- Active Living and Parks - Phase 2 Matching Incentive Grant Project Approval
- Behavioral Health - Amended Resolution to Direct the Expenditure of Opioid Settlement Funds
- BOC - 2024 Commissioner Board Appointments
- BOC - Annual Bond Approval - Deputy Finance Director
- BOC - Annual Bond Approval - Finance Director
- BOC - Annual Bond Approval - Register of Deeds
- BOC - Annual Bond Approval - Sheriff
- BOC - Annual Bond renewal - Tax Administrator
- BOC - Appointment Policy
- BOC - Resolution Establishing the Board of Commissioners' 2024 Meeting Schedule
- BOC - Resolution Interim Human Services Director
- County Manager - Resolution for Emergency Housing Support
- Department of Human Services - Senior Health Insurance Information Program (SHIIP) Funding Increase
- Emergency Management - Squad 410 Career Development Plan Proposal
- Information Technology Services - Budget Amendment for 911 PC Purchase
- Information Technology Services - Contract for Multifunction Devices
- Library - Budget Amendment for Mt. Pleasant Collection
- Planning Department - Budget Amendment for Duke Power Rebate Funds Adjustment
- Tax Administration - Refund and Release Reports - November 2023

New Business

- BOC - Economic Development Grant Program Policy
- BOC - Rules of Procedure

6. CLOSED SESSION

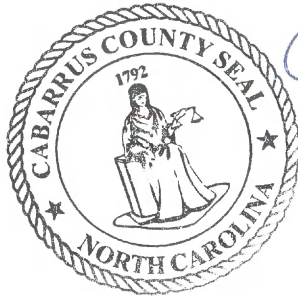
6.1 Closed Session - Pending Litigation and Acquisition of Real Property

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation and economic development as authorized by NCGS 143-318.11(a) (3) and (5).

UPON MOTION of Commissioner Measmer, seconded by Commissioner Furr and unanimously carried, the Board moved to come out of closed session.

7. Adjourn

UPON MOTION of Commissioner Measmer, seconded by Commissioner Wortman, and unanimously carried, the meeting adjourned at 7:25 p.m.





Lauren Linker, Clerk to the Board