

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, DECEMBER 2, 2013
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF NOVEMBER 18, 2013 REGULAR SESSION

1. REORGANIZATION OF THE BOARD: Jim Hicks, County Attorney
 - A. Election of Chairman
 - B. Election of Vice Chairman
 - C. Commissioners' Appointments

RECESS

2. PETITION OF CITIZEN: Ray Griffin
3. MILITARY FAMILY OF THE QUARTER RESOLUTION

DEPARTMENTAL MATTERS

4. TAX – RELEASES: Ronnie Antry, Tax Administrator
5. DSS – BUDGET AMENDMENT: Alfreda Stout, Assistant DSS Director
6. HUMAN RESOURCES – FURLOUGH POLICY: Amber Parker, Human Resources Director
7. APPOINTMENTS
 - A. Pending
 - B. Current
 - C. Upcoming
8. COUNTY ATTORNEY'S REPORT: Jim Hicks
9. COUNTY MANAGER'S REPORT: Jack Veit
10. COMMISSIONERS' REPORTS

Agenda Date: December 2, 2013

Presenter: Jim Hicks

Agenda Item No. 1

Board Action Required: Yes

REORGANIZATION OF THE BOARD

A. ELECTION OF CHAIRMAN

County Attorney, Jim Hicks, will preside over the election of the Chairman. The floor will be opened for nominees and the Board will vote on a Chairman by roll call vote. Following the vote, the oath of office will be administered to the newly elected Chairman and the Chairman will be seated.

B. ELECTION OF VICE CHAIRMAN

The Chairman will preside over the election of the Vice Chairman according to the same procedure as the election of the Chairman, followed by administration of the oath of office to the newly elected Vice Chairman. The Vice Chairman will then be seated to the right of the Chairman.

C. COMMISSIONERS' APPOINTMENTS

Appointments of Commissioners to the boards and committees will need to be considered; however, it may be deferred, as has been the case in the last few years. The list of current appointments appears as Attachment #1.C.

Board Action: RECESS: Following the seating of the Chairman and Vice Chairman, a five minute recess will allow for the repositioning of Commissioner seating.

Agenda Date: December 2, 2013

Presenter: Ray Griffin

Agenda Item No. 2

Board Action Required: No

PETITION OF CITIZEN

A. RAY GRIFFIN

Mr. Griffin wishes to address the Board concerning governmental issues.

Board Action: Receive information

Agenda Date: December 2, 2013

Presenter: _____

Agenda Item No. 3

Board Action Required: Yes

MILITARY FAMILY OF THE QUARTER

The Board received a request to adopt a resolution, shown as Attachment #3, recognizing the family of Sergeant Joshua T. Adkins-Setty, as Military Family of the Quarter. A luncheon will be held in their honor on Thursday December 12, 2013 at noon at the New Bern Golf and Country Club. A Commissioner is requested to attend.

Board Action: Adopt resolution

Agenda Date: December 2, 2013

Presenter: Ronnie Antry

Agenda Item No. 4

Board Action Required: Yes

DEPARTMENTAL MATTERS: TAX – RELEASES

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases contained in Attachment #4 for the Board's approval.

Board Action: A roll call vote is needed to approve budget amendments.

Agenda Date: December 2, 2013

Presenter: Alfreda Stout

Agenda Item No. 5

Board Action Required: Yes

DEPARTMENTAL MATTERS: DSS – BUDGET AMENDMENT

Assistant Social Services Director, Alfreda Stout, will present the budget amendment contained in Attachment #5 for the Board's approval.

Board Action: A roll call vote is needed to approve budget amendment.

Agenda Date: December 2, 2013

Presenter: Amber Parker

Agenda Item No. 6

Board Action Required: Yes

DEPARTMENTAL MATTERS: HUMAN RESOURCES – FURLOUGH POLICY

At the Board's last meeting Human Resources Director, Amber Parker, presented an amendment to the County's Personnel Resolution to include a Furlough Policy. After discussion, the Board deferred approval of the amendment to include language that will involve the Board in furlough decisions. The revised amendment appears as Amendment #6.

Board Action: Consider approval of Furlough Policy.

Agenda Date: December 2, 2013

Presenter: _____

Agenda Item No. 7

Board Action Required: Yes

APPOINTMENTS

- A. PENDING
- B. CURRENT
- C. UPCOMING

Board Action: If the intent is to make appointments effective immediately, a motion to waive the one meeting waiting requirement would be in order.

A. PENDING APPOINTMENT(S):

NURSING HOME ADVISORY COMMITTEE

AUTHORIZATION: N.C.G.S.131E-115

MISSION/FUNCTION: Work to maintain the intent of the Nursing Home Patients Bill of Rights within the licensed homes in the County; to promote community involvement and cooperation with domiciliary homes to ensure quality care for the elderly.

NUMBER OF MEMBERS:

7-12

TYPE:

Dictated by the number of homes in the county; homes have right to recommend 25% of appointees

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Cannot be employed by or have a relative in an adult care home.

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Quarterly, beginning in March, third Wednesday, 10:00 a.m.

COMPENSATION: No Yes

Term(s) Ending:

Rachelle Martin (Initial appointment 2010)
(No longer serving and needs to be replaced.)

No applications on file.

B. CURRENT APPOINTMENTS

CRAVEN COUNTY HEALTH BOARD

AUTHORIZATION: NCGS 130A-35

MISSION/FUNCTION: Primary policy making and hearing body for the Craven County Health Department, charged with the immediate care and responsibility for promoting and protecting the public health in Craven County.

NUMBER OF MEMBERS:

11

TYPE:

A physician, dentist, optometrist, veterinarian,
registered nurse, licensed pharmacist, Craven
County Commissioner, general public

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

(See above)

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 2nd Monday of every month, 12:00 – 1:30 p.m.

COMPENSATION: No Yes X Specify: \$50/meeting

Term(s) expiring:

David Baxter, Optometrist (initial appointment 2011)
Si Seymour (initial appointment 2011)
David Stevick, Engineer (initial appointment 2007 to an
Unexpired term)
Robert Whitley, Dentist (initial appointment 2004)

No new applications on file.

FIREMEN'S RELIEF FUND BOARD OF TRUSTEES

AUTHORIZATION: NCGS 58-84-30

MISSION/FUNCTION: To safeguard firefighters in active service and dependent members of their families from financial loss resulting from sickness, injury or loss of life suffered while in performance of his or her duties as a firefighter.

NUMBER OF MEMBERS:
5 per department

TYPE:
2 appointed by Board of Commissioners; 2 appointed by the department; 1 appointed by Commissioner of Insurance

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: As necessary

COMPENSATION: No Yes Specify: _____

Term(s) expiring: Daniel Murphy, West New Bern (initial appointment 2011)

No new applications on file. (Emergency Services staff is checking to determine if he would like to be considered for reappointment)

JUVENILE CRIME PREVENTION COUNCIL

AUTHORIZATION: N.C.G.S. 147-33.66

MISSION/FUNCTION: To assess the needs of juveniles in the community, evaluate the adequacy of resources available and develop or propose ways to address unmet needs.

NUMBER OF MEMBERS:

25 (maximum)

TYPE:

From among the following categories, or in some instances, the designees of the specified position: school superintendent, chief of police, sheriff, district attorney, chief court counselor, area mental health director, social services director, county manager, substance abuse professional, member of faith community, county commissioner, person under the age of 21, juvenile defense attorney, chief district court judge, member of the business community, local health director, non-profit representative, parks and recreation representative, up to seven additional members appointed by the Board of Commissioners

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: 2nd Monday of the month 12:30 p.m.

COMPENSATION: No Yes Specify: _____

Term(s) ending: Joel Grimm (initial appointment 1996)
Toussaint Summers, New Bern Police Chief seat
(initial appointment 2011)

Applications on file: Jennifer Dacey, Wendy Paschal, Linda Simmons-Henry
(Attachment #7.B.)

HAVELOCK-CRAVEN COUNTY LIBRARY BOARD

AUTHORIZATION: Bylaws

MISSION/FUNCTION: To promote and serve the best interests of the library by means of formulating the program of service in conjunction with the Craven-Pamlico-Carteret Regional Director of Library Services, by determining the local policy of the library, securing adequate funds, employing a librarian; and by establishing and supporting a planned program of public relations, and becoming familiar with state and local library laws.

NUMBER OF MEMBERS:

4
4

TYPE:

City of Havelock
County

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Interested citizens

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: Fourth Tuesday of January, April, July and October at 5:00 p.m.

COMPENSATION: No Yes Specify: _____

Term(s) ending:

Lossie Carter (initial appointment 1996)
Joanna Wishon (initial appointment 2008)

No applications on file.

EMS (Emergency Medical Services) ADVISORY COUNCIL

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Develops and recommends for approval by the Board of Commissioners standards of care, procedures and actions which will maintain and improve the quality of emergency Medical Services for the residents of Craven County.

NUMBER OF MEMBERS:
28

TYPE:
County Manager (or representative), County Emergency Services Director, Representative from each Craven County Emergency Medical Services Provider, representative from each authorized First Responder Provider, hospital president (or designee), Craven County Medical Director, physician nominated by Craven County Medical Society, representative from Craven County Communications, representative from Craven County Firemen's Association, hospital Emergency Room Supervisor, citizen (non-provider affiliated), Community College Dean of Continuing Education, representative nominated by Craven County Law Enforcement Association, representative from naval hospital aboard MCAS Cherry Point, ad hoc members (ECCOG EMS Director, OEMS Regional Coordinator, American Red Cross Director

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

(See above)

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly

COMPENSATION: No Yes Specify: _____

Term(s) ending: Robert Monteiro (Physician)
Jeff White (Johnston Ambulance Service)

Applications on file: (Attachment # 7.B.1.)
James Zechman (Physician)
Glenn Maready (Johnston Ambulance Service)

C. UPCOMING APPOINTMENTS

January – None

February – Farmers Market Board: Larry Ipock (Initial appointment 2006)

Agenda Date: December 2, 2013

Presenter: Jim Hicks

Agenda Item No. 8

COUNTY ATTORNEY'S REPORT

Agenda Date: December 2, 2013

Presenter: Jack Veit

Agenda Item No. 9

COUNTY MANAGER'S REPORT

Agenda Date: December 2, 2013

Presenter: _____

Agenda Item No. 10

COMMISSIONERS' REPORTS