

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
OCTOBER 10, 2011

The Board of Commissioners of the County of Stokes, State of North Carolina, met for regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Monday, October 10, 2011 at 1:30 pm with the following members present:

Chairman Ernest Lankford
Vice Chairman J. Leon Inman
Commissioner Jimmy Walker
Commissioner Ronda Jones
Commissioner James D. Booth

County Personnel in Attendance:
Clerk to the Board Darlene Bullins
Finance Director Julia Edwards
Tax Administrator Jake Oakley

County Manager Richard D. Morris - absent

Chairman Ernest Lankford called the meeting to order.

Chairman Lankford presented the following "Thought for the Day":

- "Every good gift and every perfect gift is from above and cometh down from the father with the word of truth"

Commissioner Booth delivered the invocation.

Chairman Lankford noted that County Manager Rick Morris was absent from today's meeting on a much deserved vacation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

Chairman Lankford opened the meeting by inviting the citizens in attendance to join the Board in the Pledge of Allegiance.

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Lankford entertained a motion to approve or amend the October 10, 2011 Agenda.

Commissioner Booth moved to approve the October 10, 2011 Agenda as presented.

Commissioner Jones seconded and the motion carried unanimously.

PUBLIC COMMENTS

The following spoke during public comments:

Bonnie Tuttle

1692 NC 8&89 South
Walnut Cove, NC 27052
Re: **Old Prison Camp**

Ms. Tuttle expressed the following concerns regarding the old prison camp located on Dodgetown Road:

- Appreciated the opportunity to speak to the Board
- Believe the old prison camp located on Dodgetown Road is a real “eye sore”
- It looks depressing and bad
- Understand the financial efforts made by the County and the Board of Commissioners to locate a site for Forsyth Tech which is only a short distance from the old prison camp location
- Fencing looks really bad especially the razor wire on the top of the fence
- The facility is not maintained and not mowed
- Beautiful, old cemetery, which is maintained, is located across the road
- Understand the issues with the contaminated soil that is being taken care of by the State due to the old prison camp facility
- Location needs to be mowed, razor wire taken down and level some of the old facilities
- Understand the budget shortfalls, but would appreciate the Board thinking about possibly pushing the buildings down and sowing grass in the vacant areas
- Thinks it could be accomplished with just a small amount of funding
- With Forsyth Tech coming into the community, other businesses will follow who will have to look at the old prison camp
- Would appreciate the Board addressing this issue to make the community more attractive
- Education is the future of Stokes County
- Please take time to stop by and look at the facility and take action to make the community look better

Chairman Lankford expressed the Board's appreciation to Ms. Tuttle for bringing the issue to the Board's attention.

CONSENT AGENDA

Chairman Lankford entertained a motion to approve or amend the following items on the Consent Agenda:

Minutes

- Minutes of September 26, 2011

Sheriff's Department - Budget Amendment #16

Finance Director Julia Edwards submitted Budget Amendment #16.

To amend the General Fund, the expenditures are to be changed as follows:

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Sheriff's Department			
100.4310.511	Equipment-Non Capital	<u>\$9,775.00</u>	<u>\$1,217.00</u>	<u>\$10,992.00</u>
	Totals	\$9,775.00	\$1,217.00	\$10,992.00

This budget amendment is justified as follows:

To appropriate funds for the repair work conducted on the Sheriff's desk with replacing the top, front, and one side of the desk. No County Funds.

This will result in a net increase of \$1,217.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3301.413	State Fines & Forfeitures	<u>\$4,352.00</u>	<u>\$1,217.00</u>	<u>\$5,569.00</u>
	Totals	\$4,352.00	\$1,217.00	\$5,569.00

Proposed Application – Public School Building Capital Fund – ADM Funding

Clerk Darlene Bullins presented the following proposed application from the Stokes County

Board of Education for consideration and approval:

- Proposed Application is for the use of State Public School Building Capital Funding in the amount of \$10,500.00 for school technology
- No matching county funds
- Request based on the funding that was approved in the 2011-12 Capital Outlay Budget
- Project: Smartboards at West Stokes High School

Vice Chairman Inman moved to approve the Consent Agenda as presented. Commissioner Jones seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Comments – Board of Commissioners

Chairman Lankford opened the floor for comments from the Board of Commissioners.

Vice Chairman Inman noted the following:

- PART met again this past week to continue discussion regarding the financial status of the organization
- Will possibly not make it through this budget cycle without financial assistance
- Reiterated that as a member of the Board of Directors would not be in favor of an increased car tax
- PART does not make any stops in Stokes County; therefore, the County was not included in the motion approved by the PART Board of Directors to go back to the counties who receive services and request that the counties pay their prorated share of the shortfall
- Meeting again this week for continued discussion regarding the financial status of the organization
- Will continue to keep the Board of Commissioners informed

Chairman Lankford noted the following:

- The Piedmont Triad Regional Council has established an exploratory committee to look into the possibility of a merger with PART
- There are a lot of questions to be answered
- There are several concerns
- There is a lot more information to be obtained for the committee
- This will not be something that happens quickly
- PART may have identified some funding that could possibly take them through the fiscal year
- Will keep the Board of Commissioners informed

Commissioner Walker noted the following:

- Questioned if PART has made a good faith effort to trim costs by looking at all aspects of the organization including staff

Vice Chairman Inman responded:

- Not sure that a good faith effort to trim costs has been done
- Since the start, PART has tried to grow so quickly
- The Board of Directors has requested an estimate for the cost of each route to determine if the route is economically feasible
- Do not believe that the riders' share could ever solely support some of the routes
- PART has pulled down millions of dollars from the Federal Funding and DOT Funding
- Very questionable if it is sustainable

Chairman Lankford noted the following:

- Agree with the response from Vice Chairman Inman
- Feel there are some management issues that must be resolved

Commissioner Booth noted the following:

- Attended the EMS Banquet and enjoyed the fellowship with those attending the event from Stokes County
- Stokes County's EMS Paramedic Team did not win first place in the paramedic competition, but understand did well in the competition

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Tax Administration Report – September 2011

Administrator Jake Oakley presented the following informational data for the September report:

Fiscal Year 2011-12	Budget Amt	Collected Amt	Over Budget	Under Budget
County Regular & Motor Vehicles	\$ (20,825,493.00)	\$ 11,320,049.73		\$ 9,505,443.27
New Schools F-Tech Fund	\$ 479,154.00	\$ 731,287.20	\$ 252,133.20	
Prior Taxes 1993-2010 Tax Years County Regular & Motor Vehicles	\$ 600,000.00	\$ 294,244.15		\$ 305,755.85
EMS Collections				
Total Collected (09-01-11/09-30-11)	\$ 6,199.21			
Total Collected (07-01-11/06-30-12)	\$ 24,849.83			
Delinquent accounts received from EMS (228 accounts= \$117,529.79 – 09-22-11)				

Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
09-01-11/09-30-11	51	\$639,704.00	\$5,692.97
07-01-11/06-30-12	161	\$1,602,759.00	\$14,258.82

Business Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
09-01-11/09-30-11	3	\$60,795.00	\$726.67
07-01-11/06-30-12	3	\$60,795.00	\$726.67

Motor Vehicle Release Report Audit Dates	Accounts	Total Value
09-01-11/09-30-11	31	\$1,121.24

Motor Vehicle Refund Report Audit Dates	Accounts	Total Value
09-01-11/09-30-11	6	\$416.30
Number billed for September 2011	4902	

Garnishment Totals			
Month	Total Accounts	Original Levy Amt	Collected Amt
09-01-11/09-30-11	141	\$44,524.18	\$32,584.82
F/Year 2011-12 (July 1 – June 30)	452	\$151,538.32	\$102,090.94

Interstate Collection Report	Collection	Total Collected
Total Collected for September 2011		
Cumulative Total Collected	NC Debt Setoff	\$73,543.84
Cumulative Total Collected (to date)	Motor Vehicles	\$64,742.88
Cumulative Total Collected (to date)	Property Taxes	\$15,563.88
Cumulative Total Collected (to date)	EMS	\$65,031.61
Cumulative Total Collected (to date)	All Categories	\$145,338.37

Tax Administrator Jake Oakley presented the following Real and Personal Property Releases (September 2011) which are less than \$100 for the Board's consideration:

**Releases (Real and Personal Property)
Less than \$100–September 2011-Per NCGS 105-381 (b)**

Gwendolyn Davis	11A27078.07	\$69.02
	10A27078.07	\$65.02
	09A27078.07	\$64.57
Richard Simmons	11A599800441337	\$65.57
Ernest Stewart	06A691401062012	\$67.72

	09A155910023.09	\$68.57
	10A155910023.09	\$69.03
	11A155910023.09	\$73.17
Ernest Stewart	06A691401062012	\$68.78
	07A691401062012	\$69.83
Ernest Stewart	08A691401062012	\$69.83
	09A691401062012	\$69.83
Dawn Tilley Cobbler	10A155923376.09	\$64.77
	11A155923376.09	\$33.51
Starr A. Hill	11A75868.04	\$84.55
Peter R. Eshback	11A21363.04.1	\$63.93
Wendy M .Spainhour	11A156032496.09.1	\$54.22
Gary A. Richardson	11A156026841.01.1	<u>\$5.85</u>
	Total Amount	\$1,127.77

Tax Administrator Jake Oakley presented the following Real and Personal Property Refunds (September 2011) which are less than \$100 for the Board's consideration:

**Refunds (Real and Personal Property)
Less than \$100—September 2011-Per NCGS 105-381 (b)**

Ernest Stewart	10A691401062012	\$69.83
Shirley Walker Trust c/o Brenda A. Hall	11A691401062012	\$74.03
Starr A. Hill	10A75868.04	<u>\$87.24</u>
	Total Amount	\$231.10

Tax Administrator Jake Oakley presented the following Real and Personal Property Releases (September 2011) which are more than \$100 for the Board's consideration:

**Releases (Real and Personal Property)
More than \$100—September 2011-Per NCGS 105-381 (b)**

Gwendolyn Davis	09A27078.07.1	\$311.43	Correction-SWMH Destroyed
Ernest Stewart	09A155910023.09.1	\$153.94	Correction-SWMHS Destroyed
Minnie Westmoreland	11A695203417168	\$303.95	Late AP - Elderly Exempt
Roy D. Robertson	11A693400381529	<u>\$474.82</u>	Late AP - Elderly Exempt
	Total Amount	\$1,244.14	

Tax Administrator Jake Oakley presented the following Real and Personal Property Refunds (September 2011) which are more than \$100 for the Board's consideration:

**Refunds (Real and Personal Property)
More than \$100--September 2011-Per NCGS 105-381 (b)**

Piedmont Federal	11A695220915443	\$397.79	Late AP - Elderly Exempt
Norma Campbell	11A690102581127	<u>\$517.92</u>	Late AP - Elderly Exempt
	Total Amount	\$915.71	

Tax Administrator Jake Oakley submitted the following Late Applications for Elderly and Disabled Exemption for 2011 for the Board's consideration:

Tax Payer	Parcel #	Tax Value
Sarah V. Withers	6993-05-18-0703	\$48,200
David J. Gore	5981-01-28-2398	\$94,300
Palma & Doris Covington	6905-00-35-0201	\$102,600

Tax Administrator Oakley noted the Tax Office recommends approval for the following Late Applications for Elderly and Disabled Exemptions for 2011:

- Sarah V. Withers
- David J. Gore
- Palma and Doris Covington

Chairman Lankford questioned if the accounts being referred from EMS are within the scope and the timeframe for the accounts being transferred to the Tax Department. Chairman Lankford noted that he did not want to see the county having to write off accounts as in the past and wanted to make sure the County stayed on top of the issue.

Tax Administrator Jake Oakley responded with the following comments:

- The 228 accounts received in September are an average amount of what is being turned over each month
- Tax Administration automatically sends out a letter to notify the tax payer that this account has been turned over to the Tax Department for collection and requests payment or some type of payment schedule
- The first correspondence is usually done within 30 days after receiving the accounts
- Most of the 228 accounts submitted in September will probably go to Interstate Collection for debt set off
- EMS bills are different from tax bills
- EMS bills don't have the ten year window to collect as tax bills, they normally have three years to collect
- Most of the accounts received from EMS are past the three year window

- The accounts received from EMS are kept on the books and every effort is made to try to collect the past due accounts
- Once the Tax Department initiates the process to start collection, the amounts stay on the books and will not be taken off unless the State mandates the accounts must be written off or the county elects to write them off
- Tax Department will not be bringing any EMS bills to the Board for write offs, if that is done, it will be done by EMS
- Several years of EMS bills have been approved by the Board of Commissioners to send to Interstate Collection Services
- Need approval from the Board of Commissioners to send EMS bills which are uncollectable by the Tax Department directly to Interstate Collection
- Would like to initiate the collection as soon as possible, definitely within the three year window
- The EMS bills being transferred to the Tax Department are not a tax, but they are treated like a tax
- There is a large number of accounts totaling approximately \$800,000 that have already been sent to debt setoff
- A lot of the EMS debt is very old; a lot of the EMS debt is from deceased; a lot of the EMS debt is from the disabled; and a lot is from those who can't afford to pay
- A majority of the collections is being received from the debt setoff
- Need the most current EMS billing available in order to get the best results
- Do not know the EMS collection process

Chairman Lankford suggested Tax Administrator Oakley get with County Manager Rick Morris and provide the Board of Commissioners with a detailed summary of the number of accounts, dollar amounts, dates of the bills, etc. that the Tax Department has received from EMS.

Commissioner Walker confirmed with Tax Administrator Oakley that tax collections (not including the school tax) compared to the same time last year are \$1,000,025 more than last year.

Commissioner Walker noted the following regarding the EMS issue:

- Suggested the Tax Administrator, County Manager, and EMS Director put together a proposal to address the issues that could bring the County to where it needs to be
- A plan that transfers the EMS accounts to the Tax Department when needed
- Possibly look at other collection agencies

Commissioner Jones noted that some of the EMS debt is like the hospital indigent care.

Commissioner Booth confirmed with Tax Administrator Oakley that the EMS bills needed to be transferred to the Tax Department before the end of the three year window.

Commissioner Booth noted the need to look at the in-house process to see what could be done to get the EMS bills to the Tax Administrator in a timely manner.

Chairman Lankford, with full consensus of the Board, directed the Tax Administrator to get with the EMS Director and County Manager and provide the Board of Commissioners with a statistical report.

Commissioner Walker agreed that the County Manager needs to get with the Tax Administrator and EMS Director to review and evaluate the issues and concerns.

Commissioner Jones also agreed that the Manager needs to assess the issue and possibly streamline the process to make sure that any outstanding EMS bills are attached to estates before they close.

Tax Administrator Oakley reiterated the need to possibly look at turning EMS bills over to Interstate Collection sooner.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the following on the October 24, 2011 Consent Agenda:

- Real and Personal Releases more than \$100.00
- Real and Personal Refunds more than \$100.00
- Late Applications for Elderly and Disabled Exemption for 2011

Request to Purchase EMS Equipment - Defibrillators

Clerk to the Board Darlene Bullins presented the following information regarding the request from Emergency Services Director Monty Stevens:

- Originally brought to the Board of Commissioners in August and postponed for further research
- Request is to purchase 4 monitor/defibrillators
- Director Stevens has been working diligently since the item was postponed to find a better deal and trade in offer
- The quote in August from Bound Tree Medical was incomplete, the software needed to perform 12 Lead Transmission was not included in the quote as thought
 - Items not included in the original quote
 - Q-CPR = \$7,076.00
 - Event Review Summary = \$4,868.00

- Telemedicine Classic = \$2,045.00
 - Data Messenger (one per PC) = \$500.00
 - Event Review Pro Site Wide License = \$4,358.00
 - Total Cost not included in first quote = \$18,847.00
- Sales representative from Bound Tree Medical that provided the original quote is no longer employed
 - Southeastern Emergency Equipment has submitted a quote which includes a higher trade-in value (\$550) than Bound Tree Medical and includes all the needed equipment and software
 - \$70,000 approved in the Fiscal Year 2011-12 Budget for the purchase
 - Total purchase cost = \$90,043.00
 - Trade-in =(\$24,550.00)
 - Final Cost = \$65,493.00
 - Did not want to request a quote from Bound Tree Medical due to the incorrect information received in the first quote and other issues
 - Recommend the County purchase the equipment from Southeastern Emergency Equipment at a cost of \$65,493.00 for the purchase of four (4) monitor/defibrillators
 - Request the item be placed on the October 24th Action Agenda

Commissioner Booth confirmed that the trade in allowance is \$550 more than Bound Tree Medical and the quote includes everything needed for the (4) monitor/defibrillators.

The Board had no other issues regarding the Agenda item.

Chairman Lankford, with consensus of the Board, directed the Clerk to place the item on the October 24th Action Agenda.

NCDOT – Request for Addition – Emerald Drive in Preswick Subdivision

Clerk to the Board Darlene Bullins presented the following information regarding the request from NCDOT to add Emerald Drive in Preswick Subdivision to the North Carolina

Secondary Road System:

- No state funds are needed to improve the maintenance condition of the requested addition
- GIS Mapping Director Jake Oakley has verified that the requested addition was certified that the public road were accepted by the State of North Carolina Highway System when the plat was recorded
- Request to approve the proposed Resolution submitted from the State to add the addition to the NC Secondary Road System and be placed on the October 24th Action Agenda

The Board had no issues with the Agenda item.

Chairman Lankford, with consensus of the Board, directed the Clerk to place the item on the October 24th Consent Agenda.

Stokes County School System Request for Surplus Blocks

Clerk to the Board Darlene Bullins presented the following information regarding a request from Maintenance Director Ricky Goins, Stokes County Schools:

- The request is for approximately 75 to 100 sure-wall coated 8” blocks that were located at the Pinnacle POD site (POD has been transferred to the Early College Site)
- The sure-wall coated blocks will be used in landscaping projects at Chestnut Gove Middle School and West Stokes High School
- County currently does not have any use for the blocks and does not have the man hours to scrape and clean the blocks with the possibility that the blocks could or could not be used
- Used blocks can’t be used for structural building if there are any cracks
- Agriculture Education teacher will be using students to see if there are any usable blocks
- School system will be responsible for moving the retaining debris along with the 4 foot concrete footings
- Request the proposed resolution authorizing the sale of personal property worth less than \$30,000.00 (GS 153A-176; GS 160A-265; GS 160A-274) be approved at the October 24th meeting

Clerk Bullins presented the following proposed Resolution that would need to be approved:

**Resolution authorizing sale of personal property worth less than \$30,000.00
(G.S. 153A-176; 160A-265; 160A-274)**

WHEREAS, North Carolina General Statute, 160A-274 permits the County to sale, lease, exchange such property with a School Administrative Unit with or without consideration upon authorization by the Board of Commissioners at a regular scheduled meeting; and

WHEREAS, the Board of Commissioners are convened in a regular meeting;

THEREFORE, THE BOARD OF COMMISSIONERS OF STOKES COUNTY RESOLVES THAT:

1. The Board of Commissioners authorizes the Support Services Supervisor to donate the following to the Stokes County Schools without consideration;

One hundred (100) sure-wall coated 8” blocks that are located at the old Pinnacle POD site

Adopted this the ____ day of _____ 2011.

Ernest Lankford- Chairman

J. Leon Inman – Vice Chairman

Jimmy Walker - Commissioner

Ronda Jones - Commissioner

James Booth - Commissioner

Attest

Darlene Bullins – Clerk to the Board

The Board had no issues with the Agenda item.

Chairman Lankford, with consensus of the Board, directed the Clerk to place the item on the October 24th Consent Agenda.

Appointments – Stokes County Aging Planning Committee

Clerk to the Board Darlene Bullins presented the following information regarding the following appointments:

- Stokes Aging Planning Committee met on Wednesday, September 21st and voted to recommend the following individuals to serve the term of October 2011 to September 2012
 - Victor Armstrong
 - James Carlin
 - Vicky East
 - Louise Flynt
 - Suzan Garner
 - Susie Grabs
 - Ted Griesenbrock
 - Angie McHone
 - Lynn Martens
 - Clinard Merritt
 - Martina Moore
 - Jacque Nuckols
 - Erma Perkins
 - Kristy Preston
 - Jean Sands
 - Madeline Watkins
 - Dottie Lyvers

- Vacant appointment information to the Aging Planning Committee has been listed on the county's website and advertised in the Stokes News
- County has not received any applications for appointment

Commissioner Jones nominated the following recommendation from the Aging Planning

Committee:

- Victor Armstrong
- James Carlin
- Vicky East
- Louise Flynt
- Suzan Garner
- Susie Grabs
- Ted Griesenbrock
- Angie McHone
- Lynn Martens
- Clinard Merritt
- Martina Moore
- Jacque Nuckols
- Erma Perkins
- Kristy Preston
- Jean Sands
- Madeline Watkins
- Dottie Lyvers

Commissioner Booth moved to close the nominations. Vice Chairman Inman seconded and the motion carried unanimously.

Commissioner Walker confirmed that nominations could be submitted at the next meeting.

Chairman Lankford, with consensus of the Board, directed the Clerk to place the item on the October 24th Action Agenda.

Appointments – Stokes County Fire Commission

Clerk to the Board Darlene Bullins presented the following information regarding the following appointments:

- Stokes County Fire & Rescue Association recommends the following to be re-appointed to serve as Fire Service member positions:
 - Clifford Hall – Member of Lawsonville Fire & Rescue
 - Donnie Mabe – Member of Danbury Fire & Rescue
- One Civilian Member appointment is also vacant – Mike Pell

- Mr. Pell does not wish to be considered for reappointment, but would consider if the Board does not have any other candidates
- Presented the BOCC with an application from Mr. Glenn Knox who wishes to be considered for the civilian member

Commissioner Booth nominated Clifford Hall and Donnie Mabe for the two (2) fire service members as recommended by the Stokes County Fire & Rescue.

Commissioner Booth moved to close the nominations. Commissioner Walker seconded and the motion carried unanimously.

Commissioner Walker nominated Glenn Knox to serve as the civilian member.

Chairman Lankford expressed concerns with Mr. Knox being from the Lawsonville area and the Commission already having a member from the Lawsonville area.

The Board discussed trying to get members from different parts of the county.

Commissioner Walker agreed that it would be better to have a member from another part of the County to balance the Commission.

Commissioner Booth moved to close the nominations. Commissioner Walker seconded and the motion carried unanimously.

Chairman Lankford, with consensus of the Board, directed the Clerk to place the item on the October 24th Action Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Proposed Lease Renewal – ATM Location – Government Center Complex

Chairman Lankford entertained a motion regarding the proposed lease renewal from the State Employees' Credit Union for the ATM located on the Government Center Complex.

Commissioner Booth moved to approve the one year renewal (01-01-12/12-31-12) with the State Employees' Credit Union for the ATM located on the Government Center Complex.

Commissioner Jones seconded and the motion carried unanimously.

Job Vacancy

Chairman Lankford entertained a motion regarding the request from DSS Director Kristy Preston to advertise externally for the vacant Community Case Manager position.

Commissioner Booth moved to approve the request from DSS Director Kristy Preston to advertise externally for the vacant Community Case Manager position

Commissioner Jones seconded and the motion carried unanimously.

Request for Space at the Walnut Cove EMS Station – Goodwill Industries Proposed Memorandum of Understanding

Clerk to the Board Darlene Bullins presented the following proposed Memorandum of Understanding (MOU) between Goodwill Industries of NWNC, Stokes County Board of Commissioners, and Forsyth Tech Community College for the Stokes County eLinks:

**Goodwill Industries of NWNC
And
Stokes County Board of Commissioners
And
Forsyth Tech Community College
For
Stokes County eLinks
Memorandum of Understanding**

Background

Goodwill Industries of Northwest North Carolina is a private, nonprofit organization that has been serving the community since 1926. At Goodwill, we believe that all people, regardless of situation, should have access to meaningful employment. Through workforce development programs, we help individuals develop the skills they need for today's job market.

Goodwill provides a wide range of training, placement and workforce development services to help people develop the skills they need to find jobs and become more independent. These services are offered at our Workforce Development Centers and are offered in partnership with area community colleges, the Division of Vocational Rehabilitation, the Department of Social Services, Mental Health and other community organizations.

eLinks Youth Program

Goodwill partners with the Piedmont Triad Regional Council to offer the eLinks Program under the Workforce Investment Act. The program provides year-round educational and job readiness/placement services for low income youth (16 – 21) with barriers to success. For those on a vocational path, eLinks provides job readiness training and paid work experiences designed to expose youth to the working world and help them acquire the necessary skills and knowledge to obtain a job. Those on an educational path are assisted in obtaining a high school diploma or GED. eLinks gives youth the skills and tools necessary to become better educated and better prepared for the future.

Partner Responsibilities

Goodwill Industries of NWNK Will:

- Provide services and resources by the Stokes County Goodwill Staff under the directive of the Executive Director, Board of Directors, and the Stokes County eLinks Coordinator
- Provide the labor and materials to build an office space located at 904 N. Main Street, Walnut Cove, NC (This space, owned by the County of Stokes – but utilized by Forsyth Technical Community College, known as the Job Link Share Access Point, will be used solely as office space for the Stokes County eLinks Coordinator and staff to interview, assess, and council youth)
- Agree to provide all parties with a copy of the office layout for approval and to consider any changes necessary for the completion of construction
- Be responsible for any additional telephone or computer connection requirements plus any janitorial service for the new office area
- Agree to inform both the Stokes County Manager and Forsyth Tech if a change of address or a decision to move location transpires
- Agree that if the office space is vacated, the reconstructed space will be utilized at the discretion of Stokes County
- Agree to provide Stokes County and Forsyth Tech with a drawing of the proposed layout of office space prior to construction and will be responsible for required permitting

Stokes County Will:

- Provide the additional space needed for use by the Stokes County eLinks Coordinator and staff located at the Stokes County Share Access Point, 904 N. Main Street, Walnut Cove, NC, for the use of interviewing, assessing, and counseling youth with no annual rent
- Accept automatic annual renewals for the designated space for the eLinks program, unless a higher priority need by the County for the space emerges
- Provide Goodwill Industries a 60-day termination notice should the space be required for other purposes
- Continue to provide maintenance and utilities for the designated space

In the aforementioned areas, Goodwill of NWNK eLinks; Stokes County; and Forsyth Tech shall act as partners, and shall proceed in close cooperation in all matters. This Memorandum of Understanding provides a framework for this partnership, and can be modified at any time, provided all parties agree to modification. It is not a legally binding contract, but does signify the honest intentions and professional commitments of all parties.

The term of this Memorandum of Understanding shall begin on October 10, 2011 and will be automatically renewed annually by Stokes County unless the aforementioned parties request a modification or cancellation.

Attest:

Reni Geiger
Director of Grants/Career Connections
Goodwill Industries -Northwest North Carolina

Attest:

Art Gibel
CEO/President -Goodwill Industries -Northwest
North Carolina

Attest:

Ernest Lankford – Chairman
Stokes County Board of Commissioners

Darlene M. Bullins
Clerk of the Board

Attest:

Ann B. Watts, Ed.S
Senior Director of Off-Campus Centers
Forsyth Tech Community College

Clerk Bullins noted the following:

- Request for space at the Walnut Cove EMS station was presented at the September 26th meeting
- Both Goodwill Industries and Forsyth Tech Community College has agreed to the MOU
- Goodwill Industries has indicated that the MOU does not have to have the approval from Reni Geiger and has requested that Ms. Geiger’s name be deleted from the MOU
- County Attorney Edward Powell has reviewed and approved the MOU
- Request the Board approved the MOU with the deletion of Ms. Geiger’s name

The Board had no issues with the proposed MOU.

Commissioner Booth moved to approve the Memorandum of Understanding between Goodwill Industries of NWNC, Stokes County Board of Commissioners, and Forsyth Tech Community College for the Stokes County eLinks with deletion of Ms. Geiger’s signature for approval.

Commissioner Jones seconded and the motion carried unanimously.

Flu Vaccines

Chairman Lankford requested any available information regarding the flu vaccines being provided by the Health Department.

Clerk Bullins responded with the following:

- Health Department has flu vaccine clinics already scheduled
- Health Department held a special clinic on campus for county employees who have UHC insurance – very helpful to get employees in and out quickly

Commissioner Walker questioned the possibility of a flu vaccine clinic at the Southwestern Service Center.

Commissioner Booth noted the number of flu vaccine clinics in all the drugstores on every corner, but did note the need to look at other areas where there are no drugstores located.

The Board discussed the issue.

Clerk Bullins noted that she would contact Health Director Lenhart with the suggestion.

Adjournment

There being no further business to come before the Board, Chairman Lankford entertained a motion to adjourn the meeting.

Vice Chairman Inman moved to adjourn the meeting. Commissioner Booth seconded and the motion carried unanimously.

Darlene M. Bullins
Clerk to the Board

Ernest Lankford
Chairman