

STATE OF NORTH CAROLINA )  
 )  
COUNTY OF STOKES )  
 )

OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA  
FEBRUARY 25, 2013

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Monday, February 25, 2013 at 6:00 pm with the following members present:

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

County Personnel in Attendance:  
County Manager Richard D. Morris  
Clerk to the Board Darlene Bullins  
EMS Director Greg Collins  
Health Director Scott Lenhart  
Chair Doris Petree, Stokes County Board of Health  
PHN Ashley Kilby, Home Health Department

Chairman Ernest Lankford called the meeting to order and welcomed those in attendance.

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

- "Have taught thee in the way of wisdom; have led thee in the right paths"

Commissioner Inman delivered the invocation.

#### **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 February 25, 2013 Agenda.

Commissioner Jones moved to approve the February 25<sup>th</sup> Agenda as presented.

Vice Chairman Booth seconded and the motion carried unanimously.

## **COMMENTS**

### **Manager/Commissioners**

Chairman Lankford opened the floor for comments.

Manager Morris commented:

- No comments

Commissioner Jones commented:

- “Homeless Animals Fundraiser” for the Stokes County Animal Shelter will be held on April 11<sup>th</sup> from 5:00 pm to 8:00 pm at Wendy’s Restaurant in King; a portion of all sales will be donated to the Animal Shelter Building Fund

Commissioner Inman commented:

- Attended the Essentials of County Government in Winston Salem last week along with Commissioners Walker and Jones
- Attended two very good work sessions: Water and Economically Viable Communities and Public School Funding
- Participated in a Fundraiser for the Stokes County Humane Society this past weekend, “Stokes Dancing with the Stars”; raised \$1,000

Vice Chairman Booth commented:

- Attended the Danbury Vol. Fire Department Fundraiser “Donkey Basketball” at North Stokes High School; very profitable fundraiser - raised \$2,000
- Commend Commissioner Jones for participating in the fundraiser

Commissioner Walker commented:

- Congratulated Commissioner Jones and Commissioner Inman for their participation in the fundraising events
- Enjoyed attending the Essentials of Government which serves as a reminder of how this process is supposed to work and how it can work best
- The Water and Economically Viable Communities and Public School Funding Work sessions were great sessions
- Was able to acquire the mandatory ethics training along with Commissioner Inman
- Attended the 4H Achievement Awards along with Commissioner Jones on Friday
  - Very pleased to see the leadership being developed through 4H
  - Feel there is a need for leadership in today’s society
  - 4H teaches the young people to be good leaders

## **PUBLIC COMMENTS**

Chairman Lankford opened the floor for Public Comments.

The following spoke during public comments:

**Justin Duncan**

1015 Snow Loop Road

Walnut Cove, NC 27052

Re: **Snow Loop Road Abandonment**

Mr. Duncan presented the following comments:

- Appreciate being allowed to speak again regarding the abandonment of a portion of Snow Loop Road
- Spoke with Engineer Steven Jones, NCDOT, regarding the following:
  - NCDOT does not want to spend funding to implement a new entrance into the road
  - NCDOT does not normally put speed bumps on roads like Snow Loop
  - NCDOT does not think that speed signs would help the situation
- Request the Board of Commissioners consider going ahead with the procedures to abandon a portion of Snow Loop Road
- Spoke with the County's Mapping staff regarding the E911 concern related to high to low house numbers
- There are only four houses affected
- Would suggest, if possible, to place notification on the E911 System that the house numbers on the south end (if abandonment is approved) run high to low instead of low to high; only property owner that would have to change their address would be me
- Left home tonight with cars parked on both sides of the road in front of my house, in my yard
- Buses, along with a Waste Management Truck, are using the end of the road as a turn around
- Appreciate the Board's time and hope this can be resolved

Chairman Lankford noted that this item (Snow Loop Road) is on the Board's Discussion

Agenda tonight and that is the reason he didn't state that the Board of Commissioners will not respond to Public Comments.

**CONSENT AGENDA**

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

Consent Agenda:

**Minutes**

- Minutes of February 11, 2013 – Regular Meeting

### **Sheriff's Department - Budget Amendment #63**

Finance Director Julia Edwards submitted Budget Amendment #63.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Sheriff's Department</b>			
100.4310.351	Maint. & Repairs	<u>\$85,945.00</u>	<u>\$12,231.00</u>	<u>\$98,176.00</u>
	<b>Totals</b>	<b>\$85,945.00</b>	<b>\$12,231.00</b>	<b>\$98,176.00</b>

This budget amendment is justified as follows:

To appropriate insurance claim funds for replacement of a vehicle due to deer damage.

This will result in a net increase of \$12,231.00 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.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
100.3839.850	Insurance Claims	<u>\$10,624.00</u>	<u>\$12,231.00</u>	<u>\$22,855.00</u>
	<b>Totals</b>	<b>\$10,624.00</b>	<b>\$12,231.00</b>	<b>\$22,855.00</b>

### **Sheriff's Department - Budget Amendment #64**

Finance Director Julia Edwards submitted Budget Amendment #64.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Sheriff's Department</b>			
100.4310.260	Department Supplies	<u>\$36,767.00</u>	<u>\$263.00</u>	<u>\$37,030.00</u>
	<b>Totals</b>	<b>\$36,767.00</b>	<b>\$263.00</b>	<b>\$37,030.00</b>

This budget amendment is justified as follows:

To purchase replacement deer cameras for surveillance work.

This will result in a net increase of \$263.00 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
100.3301.411	Federal Fines & Forfeitures	<u>\$00.00</u>	<u>\$263.00</u>	<u>\$263.00</u>
	<b>Totals</b>	<b>\$00.00</b>	<b>\$263.00</b>	<b>\$263.00</b>

#### **Social Services - Budget Amendment #65**

Finance Director Julia Edwards submitted Budget Amendment #65.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	<b>Social Services</b>			
	Professional Services –			
100.5310.182	CAP/DA	<u>\$65,000.00</u>	<u>\$25,000.00</u>	<u>\$90,000.00</u>
	<b>Totals</b>	<b>\$65,000.00</b>	<b>\$25,000.00</b>	<b>\$90,000.00</b>

This budget amendment is justified as follows:

To appropriate funding from the CAP/DA revenue line item to the CAP/DA Expenditure line item to cover the cost of purchased items already reimbursed which is 100% Federal Funding

This will result in a net increase of \$25,000.00 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
	<b>General Fund</b>			
	DSS Medicaid			
100.3540.420	Claims/CAP/DA	<u>\$200,000.00</u>	<u>\$25,000.00</u>	<u>\$225,000.00</u>
	<b>Totals</b>	<b>\$200,000.00</b>	<b>\$25,000.00</b>	<b>\$225,000.00</b>

#### **Advertisement of Tax Liens**

Tax Administrator Jake Oakley presented the following Delinquent 2012 Tax Bills at the February 11<sup>th</sup> meeting with a request for the Board of Commissioners to Order the Tax Collector to advertise these tax liens at the February 25<sup>th</sup> meeting:

February 25, 2013

- As of 02-06-2013 (Delinquent 2012 Tax Bills):
  - General County/Education – 3,798 bills – principal due = \$1,803,237.93
  - City of King – 258 bills – principal due = \$292,749.30
  - Town of Danbury – 13 bills – principal due = \$8,724.34
  - Town of Walnut Cove – 83 bills – principal due = \$54,260.05

### **Scheduled Dates for Board of Equalization and Review**

The Board of Commissioners, at the February 11<sup>th</sup> meeting, directed the Clerk to place the following dates and times for Board of Equalization and Review Hearing Dates on the February 25<sup>th</sup> Consent Agenda for approval:

- April 4, 2013 – Thursday – Beginning at 6:00 pm
- April 11, 2013 – Thursday – Beginning at 1:00 pm
- April 25, 2013 – Thursday – Beginning at 9:00 am
- May 9, 2013 – Thursday – Beginning at 5:00 pm

### **Job Title Correction – Health Department**

Clerk Darlene Bullins presented the following request to the Board of Commissioners with a request for approval at the February 25<sup>th</sup> meeting:

- Health Director Scott Lenhart presented a request to the Board of Commissioners to reclassify a LPN position to a Medical Technologist at the October 22, 2012 meeting
- Reclassification was approved by the Board of Commissioners at the November 13, 2012 meeting
- Correct job title should be Medical Lab Technician I – Grade 62

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

### **GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA**

Chairman Lankford noted there were not items on tonight's Information Agenda.

### **GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA**

### **Proposed Audit Contract – Martin Starnes & Associates – Fiscal Year 2012/13**

County Manager Rick Morris presented the following information regarding the proposed audit contract with Martin Starnes & Associates for Fiscal Year 2012-13:

- Proposed audit contract fee with Martin Starnes & Associates is \$45,000
- County has been very pleased with the work done by Martin Starnes
- Finance Director Julia Edwards did some research regarding audit contract fees with comparable counties with the fee being very comparable
- Feel the rate will not decrease and has a very good chance to increase if RFPs are done
- Best time to compete services would be directly after the audit is presented to the County
- County will be happy to compete if so directed by the Board
- Finance Director Edwards and I recommend staying with Martin Starnes for this fiscal year (2012-2013)

Chairman Lankford opened the floor for discussion:

Commissioner Inman commented:

- Personally very pleased with the services provided by Martin Starnes & Associates
- Have worked very diligent with county staff implementing the new GASB #34
- Confirmed with Finance Director Edwards that Martin & Starnes is very good to work with
- On board with the proposed audit contract

Vice Chairman Booth commented:

- Agreed with Commissioner Inman's comments
- Martin Starnes has been doing a very good job for the county
- Good with continuing with Martin Starnes & Associates

Commissioner Walker commented:

- Very pleased with the continued service from Martin Starnes & Associates especially the good professional working relationship with county staff
- Have always been very pleasant to work with
- Very pleased that Martin Starnes & Associates withdrew their rate increase the previous two years
- Continue with Martin Starnes & Associates for the 2012-13 audit

Commissioner Jones commented:

- Keep Martin Starnes & Associates
- Should stay with Martin Starnes & Associates unless there is reason to change

Chairman Lankford commented:

- Agree with fellow board members that Martin Starnes & Associates always does a very professional job for the county
- Very pleased to not see a fee increase requested

The Board agreed to place the item on the March 11<sup>th</sup> Consent Agenda.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the

item on the March 11<sup>th</sup> Consent Agenda.

### **EMS Proposed Organizational Restructure – Further Discussion**

Manager Morris requested to postpone the discussion until EMS Director Greg Collins arrived; Director Collins had to ride an ambulance and should be here shortly.

The Board had no issues postponing the item until Director Collins arrived.

### **Health Department –Reclassification & Home Health – External Posting – Further Discussion**

County Manager Rick Morris reviewed the following information that was discussed at the February 11<sup>th</sup> meeting:

#### **Health Department**

- Recommendation from NCCCN to reclassify a Social Worker Supervisor position to a Social Worker II position
- The CC4C/PCM Program has been moved under the Child Health Program and now has no need for the supervisor position
- Job description has been modified and approved by the Office of State Personnel

#### **Home Health**

- Home Health currently has two vacant Public Health Nurse positions and one vacant Public Health Supervisor I position
- Health Director requested to advertise externally with the following hiring ranges:
  - Public Health Nurse II- \$37,098 to \$41,390 (Grade 72–7A to 12B)
  - Public Health Nurse Supervisor I- \$40,125 to \$49,945 (Grade 74–7A to 18A)

County Manager Morris noted that Health Director Scott Lenhart and Chair of the Board of Health Doris Petree were in attendance to present information, as requested by the Board at the February 11<sup>th</sup> meeting, regarding the status of Home Health and the reopening of the King Clinic.

Chair Petree noted the following regarding PHN Ashley Kilby who was in attendance to present the current Home Health status:

- Ashley was a student in my classroom ten years ago
- As a ninth grader, Ashley stated that she wanted to be a nurse like her grandmother
- Ten years later, she has completed her Bachelor's Degree in Nursing at Western Carolina
- Ashley is a product of the Stokes County School System



- Ashley has completed her goal and came back to Stokes County to practice her career
- Have been working with Ashley who loves the citizens of Stokes County and enjoys working with Home Health patients
- Very proud of the responsibility that Ashley has taken on with Home Health at a very difficult time; lost two supervisors within two months
- Ashley has been given a “big plate full of challenges” and has given 150% toward each one
- Ashley will be presenting the presentation tonight
- Will be happy to answers any questions the Board may have

PHNurse Kilby presented the following presentation:

### **Purpose of Presentation**

Inform County Commissioners of the current status of Home Health in regards to the following concerns:

- Staffing
- Revenue and Expenditures

### **Staffing**

According to the Stokes County Home Health Personnel Plan/Staffing Policy, the following is the recommended staffing ratios:

<b>Recommended Staffing</b>	<b>Current Staff</b>
(1) Supervisor	1
(3) Case Managers (RNs)	1
(1) Quality Improvement nurse (RN)	0
(2) Part time RNs	2
(3) Clerk (one clerk and two billing clerks)	1
(1)Home Health Aides*	0

### Contract Staff

Physical Therapist	1
Occupational Therapist	1
Home Health Aides (not enough work to hire full-time)	1

### **Staffing in Home Health is an ongoing issue:**

- Most nurses require a minimum of six months training to be fully independent in home health, unless they have previous home health training.
- Salary
  - Difficult to recruit staff at current salary offered.
  - Starting salary for qualified PHN II \$37,098 (Grade 72, step 7A)
  - Starting salary for PHN I Work Against for one year \$34,300 (Grade 70, step 7A)
  - Contract agencies are being used to staff due to current vacancies.
    - Decreases revenue for Home Health
    - Average cost of contract PT/OT personnel is \$70-\$80 per visit

Presently recruiting home health nurses through Professional Nursing Solutions for a cost of \$40-\$80 per visit.

### **Staffing Turnover since 2008**

There have been numerous staff members that have left Home Health over the past few years. In 2012 there were an exceptionally high number of resignations including the nursing supervisor, physical therapist, and nurses.

Since January 18, 2013, there have been 12 referrals that have been rejected due to lack of staff to take care of the patients.

Chair Doris Petree commented that the department had previously been taking patients in order to not set a precedent that Home Health was unable to care for the patients and the fear that the agency may not call back; but it was decided it was too big of a liability to continue to take patients and not be able to provide staff to deliver the care they deserve.

### **Revenues/Expenditures over the past ten fiscal years**

The total revenues for this time period were \$4,158,495.89. The total expenditures for the same time period were \$4,208,076.65. This creates a net loss of (\$49,580.76).

<b>Fiscal Year</b>	<b>Revenues</b>	<b>Expenditures</b>	
2002-03	\$ 770,507.29	\$ 639,914.48	
2003-04	\$ 596,833.31	\$ 609,870.14	
2004-05	\$ 441,048.99	\$ 570,098.64	
2005-06	\$ 711,427.31	\$ 627,319.20	
2006-07	\$ 548,266.23	\$ 661,529.66	
2007-08	\$ 633,533.38	\$ 696,576.52	
2008-09	\$ 651,250.08	\$ 675,855.05	
2009-10	\$ 592,327.20	\$ 702,533.98	
2010-11	\$ 873,398.40	\$ 720,882.10	
2011-12	\$ 859,720.60	\$ 750,699.34	
Totals	\$6,678,312.79	\$6,655,279.11	\$ 23,033.68

### **Contributing Factors Decreasing Revenue**

- Competition from other Home Health agencies (Gentiva Health Services of King, Advance Home Care of Surry County – made for profit organizations)
- Lack of marketing due to lack of staff
- Decrease in reimbursement from insurance companies, primarily Medicare and Medicaid

Chair Petree commented:

- Earlier years, Stokes Home Health did very well; back then there was no competition

- Stokes County is one of few counties that still has a Home Health
- There is a lot of competition
- Gentiva and Advance Home Care normally get the private insurance patients

Health Director Scott Lenhart commented:

- Agency did about two weeks of marketing in November 2012 and had a drastic increase in referrals; received 12-15 new referrals

### **Recent Finances**

It is important to note contributing factors that lead to a decrease in revenue. Physical therapist position was vacant from July 2012 to November 2012. December's revenue decreased due to Medicaid/Medicare freezing payments due to administrative errors.

Chair Petree commented:

- Largest decrease in revenue was when the agency lost the Physical Therapist (July to August 2012)
- Revenue started increasing in September and October with another decrease in November and December due to the loss of the Supervisor and a Home Health Nurse
- Since December, revenue has been increasing

### **Contributing Factors to the Decline in Revenue**

(Previous Six Months)

- In August, our physical therapist resigned resulting in a drastic drop in revenue. Physical therapy is the largest revenue producing discipline in Home Health.
  - From late July to mid-October 2012, approximately twenty patients were turned down due to the lack of a physical therapist.
- December 2012 revenue was lower due to:
  - Medicare/Medicaid withheld payments due to the fact that our license expired because proper documentation from CMS was not provided to the County in a timely manner
  - Once documentation was received and completed, the license was resubmitted and denied once more due to the new supervisor not being correctly set up as the administrator for Home Health.
  - Once these corrections were made, payments were restarted with no loss revenue

Chair Petree noted:

- Actually no one is to blame, just a combination of changing supervisors and lack of documentation from CMS

### **Advances Made in Billing**

- Billing has been consolidated and appropriate staff members have been sent to Davie County for three business days to learn about the billing process.
- Prior to this, billing staff only knew how to submit claims. After their visits, they are now able to post payments, credit and re-bill all outstanding claims, run reports, and work denials.

- Example of this includes a patient's account which had \$7,168.69 that was denied. Due to the hard work of our billers, that account now has been paid according insurance guidelines and has \$0 zero.

### **Conclusion**

- Home Health provides a much needed service to the residents of Stokes County.
- Last two years, Stokes County Home Health cleared a net profit of **\$261,537.56**.
- Has the potential to generate revenue when all variables (staff, billing, patient census) are fulfilled.

### **Areas for improvement**

- Staffing
- Marketing
- Billing

PHNurse Kilby concluded:

- Love Stokes County and serving the people of Stokes County
- There are many people that can't help the situation they are currently in and are in desperate need of health care
- Very rewarding to serve these citizens along with teaching family members ways to make life better for their love ones
- Since mid December, approximately \$90,000 has been billed
- Revenue for February is currently at \$50,000
- Home Health, in the past two fiscal years, has cleared a net profit of over \$261,000
- Have the potential to grow once all the factors have been resolved - staffing, marketing, and billing

Chairman Lankford opened the floor for discussion:

Chairman Lankford commented:

- Confirmed two of the largest competitors are Gentiva and Advance Home Health and that the two prior supervisors are now employed by Gentiva
- Confirmed with PHN Kilby and Chair Petree that if everyone works together, there can be a positive solution with a team effort approach

Vice Chairman Booth commented:

- Reiterated the biggest reason for the decrease in revenue was the loss of the Physical Therapist
- The Physical Therapist position was vacant approximately 4 months which also caused the loss of patients; could not take patients who needed physical therapy
- Board of Health work diligently to find another Physical Therapist which is currently a contract position
- Feel the revenue numbers would be totally different if there had been a Physical Therapist on board
- Last two years produced a net profit of approximately \$261,000+

- One of the most important things to remember is that Home Health was providing the needed services in Stokes County
- Reiterated the loss of a Physical Therapist from July to November made the big decrease in the revenue
- Reiterated the \$261,000+ net profit during the past two fiscal years
- The more patients that receive physical therapy, the more Home Health profits
- Even though there was a loss during the four months when there was no Physical Therapist; there is four months left in this fiscal year
- At the end of October, the department was approximately \$100,000 in the red, but it is moving toward the black now
- Feel if staff can be hired, will move toward the black much faster

Chair Petree commented:

- Current Physical Therapist can't take on any more new patients
- Feels there is probably enough business for possibly a part time position
- Reiterated that physical therapy provides more revenue than any other discipline

Health Director Lenhart commented:

- The Physical Therapist recommends a lot of added services such as occupational therapy, speech therapy, etc.
- The more the patient is seen, the more revenue for Home Health
- Physical Therapist is the key to recommend other services for the patient

Vice Chairman Booth questioned what did the outcome look for the current fiscal year?

Chair Petree responded:

- That is very hard to predict for two reasons:
  - Billing has been behind, but staff is working diligently to catch everything up
  - Lack of staff
- Staff and possibly another part time Physical Therapist is the key to moving toward the black

Vice Chairman Booth continued:

- County cannot afford to hire a full time Physical Therapist, they can "write their own check", there is a shortage and they are in large demand

Health Director Lenhart commented:

- There is a national shortage of Physical and Occupational Therapists
- It is more costly to contract, but they can "name their price"
- Recent Physical Therapist, who was paid very good, left for benefits and a pay raise; very big issue

Commissioner Walker commented:

- Appreciate staff being here to present the report
- Always good to get it directly from the source
- Feels there must be income to be made from Home Health

- Over a period of time (a while ago) received several calls from Bayou who was interested in acquiring Home Health from Stokes County
- Did not push the issue
- From the comments made by Bayou, there is income to be made from Home Health
- My philosophy may be a little different from some other conservatives; my philosophy is that it might be better to spend money to make money
- Looking at a line item in the budget where there was a lot of saving due to not spending money, may be a false picture
- That money spent could have produce more revenue than was actually spent
- Each time Scott has presented his case before the Board that he needs these positions staffed, he has had my support, steadfastly
- If we are going to provide a service, it needs to be done well
- There was a time when Home Health served the needs of my father and did a very good job at that time and I don't feel anything has changed
- Very thankful to have a resource to provide those services
- Confirmed with Director Lenhart that the County is a minority still having Home Health Services; all the counties around Stokes County have sold their Home Health
- Questioned if it is a viable option to do Home Health? Don't have the knowledge base to draw from for the answer.

Chair Petree responded:

- Don't feel that question can be answered at this time
- When all disciplines are intact such as Physical Therapists, Nurses, etc, then need to review revenues and expenditures
- Home Health has had a lot of hits during the past few months, it is very hard to tell exactly what is the best answer right now

Commissioner Walker continued:

- Agree with Chair Petree's line of thought
- Feel the County needs to staff up and get everything in shape and see what can be done
- Then need to review the situation carefully and decide what is the next step forward
- Very encouraged by the marketing efforts made in November, looks like it paid big dividends
- Some of the other providers have a "captive market"
- Know that in the past, this issue has been addressed
- Feels there are multiple challenges - other providers, staffing, etc.

Chair Petree responded:

- Agree it would be better to get everything in shape before looking at the issue
- Things need to be at their best
- Agree with Commissioner Walker that other providers have a "captive market"
- Know of one situation where a citizen in the community needed Home Health, but was never offered the services that could have been provided by Stokes Home Health
- Patients are supposed to be given a choice of services, that doesn't happen in the real world

Commissioner Walker continued:

- Reiterated that the County doesn't know what they can do until the county gives it its best shot

Chair Petree responded:

- Staffing is the main issue with Stokes County people more likely to stay
- Feels that billing issues have been worked out; staff has received training and are working very hard to catch everything up

Commissioner Walker continued:

- Agreed with Chair Petree that Stokes County people are more likely to stay
- For instance, my son went through the Stokes County School System and came back to Stokes County to practice, this is where he wants to be
- Encouraged to see Stokes County people who go through the Stokes County School System come back to Stokes County to practice
- Questioned how long would it take if the Board (only one person on a five-person Board) chooses to help staff these positions by offering more competitive salaries, realistically, to have everything in place?

Chair Petree responded:

- As PHN Kilby noted in the presentation, it takes six months to train a nurse to be able to deliver Home Health services
- If staff were hire tomorrow or next week, at least eight to ten months to see where Home Health is really at

Commissioner Walker continued:

- Years ago there was a salary computation done for the county, not sure how the certain levels were arrived when it comes to Home Health and some other special staffing positions
- It appears when you try to set things in place at a certain time, the market can move away from where the county salaries are and it is reality that the County appears not competitive now
- The market is not going to change, it is there and the County must deal with it in some way
- The only way to deal with it is to offer competitive salaries

Commissioner Jones commented:

- Obviously, the County must be competitive
- Very concerned with the loss of the Physical Therapist who had been with the County for seven years
- If this is such a shortage, this issue will continue to come up
- The County must have stability, the county must find a way to have stability
- Population in the County is aging and with the current economy will need Home Health services even more
- There is no question, the County must be competitive
- Will stop with that, the County must be competitive

- Like the fact that we are a minority in counties providing Home Health; the patients will be cared for more on a personal level by our people than from others providers like Gentiva, Advance, etc.
- Hate to see the County not providing Home Health services, currently that is not an option right now
- Really need to get this fixed and running like a “well oiled machine”
- Feel when everything is in place, it will do very well

Commissioner Inman commented:

- Appreciate the presentation provided to the Board tonight, very good information
- Have long known that the Home Health services provided by the County is superior in quality with the service delivery being much more personal than what is received from other providers
- Have served in the past on the Home Health Advisory Council
- Have been very concerned with the billing issues in the past; if services are not billed, there is no revenue
- Very pleased to hear that the billing issues have been resolved and revenues are expected to exceed the expenditures; quite frankly that is all I need to see
- Don't think a county department has to be a huge profit maker
- The County doesn't expect Home Health to profit a million dollars and don't feel that the County's Home Health can compete with Gentiva, Bayou and other private providers
- The County's Home Health is providing a quality service, never heard anyone who received Home Health services from Stokes County complain about the services received
- Very pleased to see things moving in the right direction such as the contract for a Physical Therapist who are in high demand
- Reiterated Commissioner Booth's comments that money can be made even though the County contracts for a Physical Therapist, feels that is the best route
- Not ready to raise the salaries to whatever, until we can tell all county employees, not in line for that
- Marketing is needed; other providers are just waiting for the patient to be discharged
- Questioned where marketing was done and if the department has a brochure?

Chair Petree responded:

- Can't market right now, can't handle the referrals
- Marketing was done at the local doctors' offices back in November; recently went to the new doctor's office in Walnut Cove and got several referrals
- New brochures have just been done
- Need to educate the public

Health Director Lenhart responded:

- Plan to talk to discharge planners at the hospitals when things are back to normal
- Have information on the county website
- Will advertise in the paper



Commissioner Inman continued:

- Very pleased with the direction the department is going
- One important thing to remember is that this department delivers a service, can't expect all county department to operate at a profit
- Agreed with Health Director Lenhart who stated that even if the County only breaks even, we have still won

Chair Petree continued:

- Reiterated the need to get the department staffed and then review in eight to ten months
- Need to see where we are at then, just have to go with the flow right now

Chairman Lankford commented:

- Lot of very good comments made today
- Feel the department is on the right direction
- Suggest the department continue and the Board will try to do their part
- Appreciate the presentation tonight

Vice Chairman Booth commented:

- Would like to commend Chair Petree and PHN Kilby who are both from Stokes County and enjoy serving the citizens of Stokes County
- Chair Petree is trying to get Home Health back on track and greatly appreciate the time that she is taking

Chair Petree suggested coming back to the Board in about nine to ten months to provide the Board with an update.

Chairman Lankford, with full consensus of the Board, directed staff to keep the Board updated regarding Home Health.

Commissioner Walker confirmed with Chair Petree that the department had to refuse services to a patient today due to not having enough staff and would probably have to do the same thing tomorrow; can't provide but a certain level of service until more staff is on board.

Chair Petree commented:

- My philosophy is take care of the patients we have and do that well rather than add on more patients and spread staff thin; very important is the liability issue

Vice Chairman Booth commented:

- Reiterated that staff is trying to contract trained nurses until nurses can be hired and trained

## **King Clinic Update**

Health Director Scott Lenhart presented the following information as requested by the Board at the February 11<sup>th</sup> meeting:

### **King Clinic Closed**

- In July 2011, the King Clinic was closed because of:
  - Lack of patients, average 3 patients per day (opened one day a week)
  - Cost of operations exceeded revenue generated
  - Clinic did not meet basic medical and accreditation standards
  - Cost to update clinic to meet accreditation standards were not feasible at that time based on the number of patients being seen
  - Clinic at the time of the accreditation was seeing WIC patients and was inspected
  - Clinic issues were not addressed due to not seeing patients in a clinic environment

### **13 Years of Revenue/Expenses Profits or Losses at the King Clinic**

<b>Fiscal Year</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Profit/Loss</b>
1998-1999	\$136,046.00	\$102,904.00	\$(33,142.00)
1999-2000	\$198,756.00	\$196,639.00	\$ (2,117.00)
2000-2001	\$210,624.00	\$196,628.00	\$(13,996.00)
2001-2002	\$205,164.00	\$257,047.00	\$ 51,883.00
2002-2003	\$209,834.00	\$200,630.00	\$ (9,204.00)
2003-2004	\$149,011.00	\$ 84,950.00	\$(64,061.00)
2004-2005	\$ -	\$ -	\$ -
2005-2006	\$ -	\$ -	\$ -
2006-2007	\$ -	\$ -	\$ -
2007-2008	\$ 95,686.00	\$ 80,853.00	\$(14,833.00)
2008-2009	\$ 57,918.00	\$ 57,096.00	\$ (822.00)
2009-2010	\$ -	\$ -	\$ -
2010-2011	\$ -	\$ -	\$ -

**Note:** FY 2000/01 through FY 2002/2003, the Stokes County Health Department was received a three-year Kate B. Reynolds Grant totaling \$210,000 to help operate the King Clinic . During this period, the clinic only generated revenue one year (during year two) which was due to the \$75,000, without the grant there would have been a lost \$24,167

### **2012 Community Health Assessment (CHA)**

- Note to the Board previously that the King Clinic would be reviewed during the Community Health Assessment
- Two CHA Focus Groups were held in 2012:
  - September 25<sup>th</sup> at the King Public Library
  - No one attended

- October 14<sup>th</sup> at the Walnut Cove Public Library
  - **One individual attended**
- Both were advertised in the Stokes News, advertised within the library, and on the County Website
- There were actually four CHA Focus Groups, the last two (Sandy Ridge and Francisco) were cancelled due to the poor attendance of the first two (King and Walnut Cove)
  - Approximately 335 Stokes County residents (280 adults and 55 high school seniors) completed the survey (State only required 250 surveys) with 34% of the residents completing the CHA survey resided in the King postal code (27021)
- Of the individuals that completed the CHA survey, 4% use the Health Department for medical services, which means that 4 individuals from King in the survey group use the Health Department for medical services
- 35% of the survey group use medical services in other counties
- 53% of the survey group use medical services in Stokes County other than the Health Department

#### **Analysis of Data**

- 88% of the survey group use medical providers other than the Health Department
- Reasons for non-use of the Health Department:
  - Large number of medical providers located in the King Area
  - Close proximity to Mount Airy, Madison, Winston-Salem and Greensboro where specialty health care and more medical providers are available

#### **Other Medical Providers Who Provide Medical Care to Health Department Patients**

- 2% of the survey group use Pioneer Medical Center in King (formally JR Jones)
- 2% of the survey group use Pioneer Community Hospital of Stokes for medical care
- 2.5% of the survey group use the Emergency Room (very expensive costs) in other counties
- 1.5% of the survey group use a free clinic (closest is the Downtown Plaza in Winston Salem) for their medical services
- 4% (6 patients) of the survey group use the Stokes County Health Department
  - These 6 patients equate approximately 6,000 patient visits per year who use the Health Department (500-550 per month)
  - Women, Infant, & Children (WIC) patients add an additional 12,000 patient visits per year (900 per month)
  - **Note:** One survey per participant represents approximately 140 Stokes County citizens
- The Health Department has over 20,000 active patient files

#### **Reopening of the King Clinic**

- Information being provided tonight is based on the 2012 CHA
- Continue evaluation of the King Clinic will be performed during the next CHA scheduled for 2016
- Currently the numbers do not support a King Clinic

## Recommendations Based on the 2012 CHA plus Historical Data

### • Option One:

- Keep the King Clinic closed as a primary medical facility; however, WIC Services can be continued with minor upgrades
    - Unable to support clinic with current staff
    - Space is also shared with DSS
    - The patient load would not support the clinic
    - The number of patients will not offset the cost:
      - Staff to cover the King Clinic would require the additional positions:
        - » 1 Physician Extender (FNP or PA)
        - » 1 LPN
        - » 1 RN
        - » 1 lab tech
        - » 1 Clerical Support Staff
  - Estimated cost per month for additional staff would be \$17,949 or \$215,388 annually including fringes for one day a week
  - Must do the clinic right due to accreditation
- 
- Clinic is substandard in following areas:
    - No restrooms located in patient waiting area
    - Occupancy requirements are one restroom for every 50 people
    - Only one restroom for patients' use, which is located in the patient treatment area, which is a HIPAA issue
      - This restroom malfunctions due to excessive use
      - Control access is required in this area which creates an accreditation issue, currently there is no control access
      - Safety issue with existing balcony that must be left unlocked due to accreditation
    - Layout of clinic is bad and does not support patient flow
    - Floors need repairs in examining rooms, routine cleaning is performed only once per week
    - With DSS programs plus WIC on Tuesdays, parking and overcrowded waiting room are issues (patients are having to park on the sides of the road)
  - Lab needs alarm monitoring and state lab certification along with the purchase of additional lab equipment per Clinical Laboratory Improvement Amendment (CLIA)
    - King Clinic did not meet the minimum standard at the time the clinic was closed
    - Must be met and posted
  - External Internet and phone services have experienced issues due to not being on the county network
  - Future issues expected with upcoming WIC transition to new electronic medical records modular (Crossroads) next year

### Option Two:

- Increase the WIC Clinic to three to five days a week. WIC has enough clients in the King area to support WIC services in the King area. Currently WICs' average client census per month is over 900 clients per month, which

would require an increase of staffing for WIC (suggested the Board visit the clinic on Tuesday during staff hours)

- Could possibly support 3-4 days a week; definite need for more WIC services in the King area
- Investigate the possibility of providing prenatal services in the King area. This would depend on the success of the prenatal clinic at the Danbury location and the willingness of Wake Forest to expand the program (have been working for the past two years with Baptist – not completely there yet)
- Prenatal Services can make money, but as Commissioner Walker stated earlier, the County is going to have to invest some money to make money (would probably take \$30,000 to \$40,000 for equipment which could be purchased by Title XIX funding – no cost to the county)
- Investigate other locations to provide prenatal services and WIC Services using Title XIX and WIC Federal Funding
- Retuned \$36,000 of WIC Funding that could not be used, will not have any funding to return this year due to contracting for a Nutritionist

Historically prenatal services provided in 2001-04 generated a net profit of \$38,715 for the county

#### **Additional Consideration - Other Areas of the County**

- One area that should be considered:
  - King has more medical providers than the remainder of Stokes County. This may be the primary reason the King Clinic experienced low patient counts. Many King providers accept Medicaid and Medicare while Danbury Health Department only accepts Medicaid. The Health Department sees individuals with no insurance who will normally pay on a sliding scale based on their income for primary care.
  - The Danbury Health Department only accepts Medicare for flu vaccines
- If we analyze the travel distances of other communities within the county, these residents travel the same distance as King residents for medical services to Danbury with all these communities have fewer medical providers
- King is not considered as medically underserved per the Federal guidelines; this side of the mountain is considered medically underserved

How should other outlying communities be addressed? Asbury, Westfield, Pine Hall, Walnut Cove, Pinnacle, etc.

#### **Summary of Issues to be Resolved to Reopen Clinic as a Primary Medical Facility**

- Funding
  - Address building issues or secure another location in King to provide medical services
  - Repair flooring in the examination rooms
  - Increase staffing
  - Purchase additional Equipment
  - Consider remodeling

If possible, increase parking spaces

It can be done, but funding must be allocated to get it right.

### Path Forward

- There are many variables that need to be analyzed before a final decision is made regarding the reopening of the King Clinic for medical services
- What is the real need in King?
  - What in addition to the 2012 CHA Survey can be used in determining the needs?
  - What about mental health, substance abuse, free dental clinic, etc.?
  - Issues today with Medicaid patients finding a dentist who takes Medicaid, most are in Winston Salem
  - Have a dental clinic this week that only sees children – minimum services, alleviate pain, cleaning, etc.
- What funding is available to address issues with the additional staffing needs, facility needs, and purchase of additional medical equipment? Title XIX, WIC Funding
- How should King Clinic operations be balanced with other communities' medical needs in the County?
- Try to find right balance
- Right now the CHA does not show that a clinic can be supported in King, but you must first look at the building issues

### Health Director Recommendation

- Accept Option Two - Increase WIC and DSS Services if facility will support
- Convene a committee to determine availability of alternate facilities if needed
  - WIC and Title XIX Funding is available for alternate facilities
  - Last FY (2011/2012), WIC returned approximately \$36,000 of unused funds which could have been used for salaries, education, or partial payment of rent for another location. (Currently, WIC has exhausted this type of funding due to contracting a nutritionist while the position was vacant).
- Possibly consider prenatal services with Baptist if it works well in Danbury, this will not be soon (average 20 new pregnancies per month, 180 in nine months)
- Feels prenatal will bring revenue to the department
- King Clinic is there, it just needs renovations
- When an assessment was done, it is impossible to survey the approximately 47,000 citizens in Stokes County

### Backup Information:

#### Comprehensive Salary Breakdown for one month:

Discipline	Average Salary per Pay Period	FICA	Medicare	Retirement	Insurance	Dental	Total Per Pay Period	Cost/Day (20 days per Pay Period)
NP/PA	\$ 4,796.86	\$297.41	\$ 69.55	\$ 323.31	\$ 403.42	\$ 29.88	\$ 5,920.43	\$ 296.02
PHN II	\$ 3,372.12	\$209.07	\$ 48.90	\$ 227.28	\$ 403.42	\$ 29.88	\$ 4,290.67	\$ 214.53
LPN	\$ 2,303.42		\$ 33.40	\$ 155.25	\$ 403.42	\$ 29.88	\$ 3,068.18	\$ 153.41

\$142.81

Lab Tech	\$ 1,710.85	\$106.07	\$ 24.81	\$ 115.31	\$ 403.42	\$ 29.88	\$ 2,390.34	\$ 119.52
Off. Support	\$ 1,614.53	\$100.10	\$ 23.41	\$ 108.82	\$ 403.42	\$ 29.88	\$ 2,280.16	\$ 114.01
Totals	\$13,797.78	\$855.46	\$ 200.07	\$ 929.97	\$2,017.10	\$149.40	\$17,949.78	\$ 897.49

#### Historical Data on Prenatal Clinic

Fiscal Year	Expenses	Revenues	Profit
2001-2002	\$39,892.00	\$ 60,652.00	\$20,760.00
2002-2003	\$40,858.00	\$ 57,065.00	\$16,207.00
2003-2004	\$18,012.00	\$ 19,758.00	\$ 1,746.00
Totals	\$98,762.00	\$137,475.00	\$38,713.00
Average	\$32,920.00	\$ 45,825.00	

With the right payer mix of patients along with Prenatal, the King Clinic has the potential to generate revenue; however, a large investment from the County will be needed for additional staff and equipment to ensure a good rate of return. This may take several years since marketing and initial expenses for high dollar equipment will need to be recouped.

#### Sources of Revenue for Prenatal Clinic FY 01-03

Fiscal Year	Local	Smart Start	Title XIX Prenatal	Escrow Title XIX	Prenatal Fees
2001-2002	\$12,775.00	\$ 999.00	\$ 36,967.90	\$ 9,911.00	\$ -
2002-2003		\$4,700.00	\$ 39,257.66	\$ 11,940.40	\$1,167.50
2003-2004		\$ -	\$ 19,389.28		\$ 369.30
Revenue					
YTD	\$12,775.00	\$5,699.00	\$ 95,614.84	\$ 21,851.40	\$1,536.80
Average	\$ 4,258.33	\$1,899.67	\$ 31,871.61	\$ 7,283.80	\$ 512.32

#### Approximate Distances to the Health Department

- Sandy Ridge Post Office- 15.2mi
- Lawsonville Post Office - 9.1mi
- Danbury Post Office - .8mi
- Westfield Post Office- 23.8 mi
- Pinnacle Post Office - 19.6 mi
- King Post Office- 19.8 mi
- Rural Hall Post Office- 21.1 mi

- Walnut Cove Post Office - 13.7 mi

Chairman Lankford opened the floor for discussion.

Chairman Lankford commented:

- Appreciate the amount of work done by Director Lenhart regarding why or why not there needs to be a clinic in King
- Done an excellent job showing the facts
- Clearly explains what the options are and the Health Director's recommendation

Commissioner Walker commented:

- Agree with Chairman Lankford regarding the amount of work done on the presentation
- Also appreciate the work done and being here at the meeting to share the information
- As mentioned earlier, good to get the information first hand, good to have discussion
- Few years back, read with interest, an article in Winston Salem Journal where Senator Richard Burr stated at that time the trend was and needed to be for the future to bring services where the people are
- Sounds like you are somewhat looking in that direction by looking at the services that would be most used and most advantageous considering other options that are available in other parts of the county
- King does has more doctors, but obviously has more people, that quadrant of the county is heavily populated
- Of the 20,000 patient records, would like to know how many are from the King area?

Director Lenhart responded:

- Don't know exactly how many of the active patient records are from the King area
- Old HIS System, which is being converted, does not have the capability to retrieve such information, would probably have to hand count each record to provide an accurate account
- Will try to see what other statistical information is available, possibly using zip codes

Commissioner Walker continued:

- Know what is involved making the 34-mile round trip from King to Danbury
- Know several people that need the services offered by the Health Department
- Some of the people who need those services are the most least equipped to make that trip; roads are not very good
- Would also like to know how many people from the King area are served at the Danbury location, those who are making the trip from King
- If someone has no Medicaid or Medicare, feel that doctors do not want them, the Health Department is their "safety net"
- In this current economy, there are people who are in situations who never thought they would be in those situations
- There are people who don't have Medicaid or Medicare with limited income or no income
- The changes in Raleigh to decrease unemployment benefits might even add
- Where does a person go if they don't have reliable transportation, possibly call YVEDDI?



Director Lenhart responded:

- Would be happy to try to find the information regarding the people from the King area
- Agree with Commissioner Walker regarding the Health Department being the “safety net” in Stokes County for a lot of individuals
- That same issue regarding reliable transportation also exists in other parts of the county
- YVEDDI is good to a certain extent, but it also fails us
- If someone is sick and calls today, they will probably be refused by YVEDDI because they did not call ahead
- With no immediate transportation, someone would have to call EMS and go to the ER
- There is a transportation issue in Stokes County, even though YVEDDI serves Stokes County
- There are a lot of women who do not make their prenatal visits in other counties due to not having transportation; women who are being diagnosed with cancer are missing their appointments due to not having the funds to go outside the county
- Discussed the distances from the different areas of the county to the Danbury Health Department

Commissioner Walker continued:

- Would like to clarify something: Not just interested in the King area (due to living in the area and being on this Board and the King Town Council know the needs and wants of the King area)
- Do not want to ignore anyone in Stokes County
- My goal is to serve all the people in Stokes County; no priority, no special attention to any part of the county, just look at it in a fair and objective way
- Address the needs of all the people to the greatest extent possible with whatever resources are available, then we are doing the right thing; anything other than that, then there are questions
- Sandy Ridge, Westfield, Lawsonville, etc. are also areas of concern
- Which director was interested in a mobile unit? What happened to that?

Health Director Lenhart responded:

- The County did receive a grant for a mobile unit, but do not have a vehicle to pull the trailer nor staff to staff the unit, that is the problem
- The unit which is stocked is available for use with no vehicle or staff

Commissioner Walker continued:

- That is not helping the people in the outer areas such as Westfield, Sandy Ridge, Lawsonville, etc. – all almost comes back to staff
- Listened with interest to Commissioner Inman saying he couldn’t deviate from the plan unless it could be adjusted for all employees
- Don’t think the market has changed for all county employees
- Need to be a responsible employer
- Employees have went years without a raise, need to look at that, need to deal with that if possible
- But at the same time, your area is outside the normal range
- Things have changed in the health care field much quicker and much more drastically it seems for employment in general

- Not diminishing or degrading the county employees in any way, form, fashion, or matter
- Blessed with good employees, wonderful employees, hard working employees
- Employees who have tightened their belts for many years to help build up the Fund Balance
- You have a special situation, you pay the price or you don't get the employees
- What have I missed?

Health Director Lenhart responded:

- The paradigm, which is called "The Wage or Salary Compression" happened several years ago
- Definition of "The Wage or Salary Compression" is: People now are needing and demanding more money which can't be match along with those who do come, get training and leave for more money
- The Salary Compression is being seen in the Health Department
- Salaries for jobs in the Health Department rose while the salaries in the county remained the same
- Will be presenting a study regarding the Wage or Salary Compression in March to the Board of Health

Commissioner Walker continued:

- Do have one advantage: Stokes County is a good place to work and have wonderful people in Stokes County
- Have a good working environment
- Have a good director in the Health Department who just achieved the accreditation
- Reiterated that people want to come to Stokes County to live and raise their family
- But these people can only give up so much salary
- Losing six employees (Home Health) in one year is very heavy
- Taking six months to train those employees
- Questioned if there wasn't a vehicle bought to pull the mobile unit?

Health Director Lenhart responded:

- To my knowledge, there was no vehicle purchased to pull the unit
- There was mention that the fire departments might be able to help, but that did not work
- Must borrow Public Works' F350 to pull the mobile unit
- Staff has trained on the mobile unit
- Is available for other counties to use
- No one has used the unit in the two years the county has had the unit
- It is very labor intensive to set up
- It takes a day to set up, a day for the clinic and a day to take it down
- Takes a staff of 4 to 5 (at least 6ft tall) to help set the trailer up
- Would like to take to different areas of the county to provide services
- It can also be used for emergency preparedness

Chairman Lankford commented:

- The County made application for a grant to buy a vehicle which did not come through

Commissioner Walker continued:

- Still looking for a way to serve more of the people's need throughout the county

- King Clinic is a topic high on my list
- Not ignoring people in the rest of the county which should be a priority for the rest of us
- Should be looking for ways to serve the people who need the service to come to them because they can't always find a way to get to where the services are

Health Director Lenhart responded:

- Understand your concerns
- If possible would have something in all quadrants of the County
- But being the Health Director and having the financial responsibility to control the budget and trying to save money at the same time, that was one area I saw could "literally bleed the county dry" and cause a lot of issues
- On the same side, if we want the King Clinic to work, it is going to take a lot of funds to bring it up to accreditation standards, take additional staff along with the right mix to generate the revenue
- Need to continue to look to see what is needed
- Know right now that WIC can be served out of the King Clinic, in three years that could change
- As the population grows older, do we need more geriatric services?
- Mental Health, another issue
- Being responsible to the Board, to the budget, and to the County must say that the numbers do not support a clinic in King
- But on the same point, if we do it, do it right and look to see what is really needed
- WIC will work in the King area
- DSS Director Kristy Preston has stated that 50% of their clients live in King
- DSS could possibly support more days in King
- Primary Care is not required by the Health Department
- When I started as a Health Director, there were 39 Health Departments who had primary care, today there are 59 Health Departments providing primary care due to Health Departments going the other way

Commissioner Walker responded:

- For years it was going the other way, more and more Health Department now providing primary care
- This might be economy driven, very hard times during the past two years

Health Director Lenhart responded:

- What do we do? Invest all this funding and not have patients?
- As Health Director in a business sense, it is a bad business plan right now

Commissioner Walker responded:

- Discussed the 12 years of revenue versus expenses with Director Lenhart
- During some fiscal years, there was funding allocated for the King Clinic and the Clinic was not opened; have there been any recent years like that?

Health Director Lenhart responded:

- There have been no fiscal years with funding allocated when the clinic was closed since I took over as Health Director

- When I first came to Stokes County, the following was happening:
  - Nurse Practitioner, LPN and a Clerk was assigned to the King Clinic
  - Several days, there would not be enough staff to man the clinic, would have to close
  - Patients were being scheduled at 10:00 am and 3:00 pm, staff did not have any other patients between those times

Commissioner Walker commented:

- Closing comments:
  - Agree with the approach being taken by the Health Director
  - Get information, get data, look at the data realistically, adequately, appropriately
  - Data will help make the decision
  - One missing component is the number of active patients in the King area
- I am not against you
- Want to work with you
- Support you
- Would like to see good things happening in all parts of the county, wherever the needs are

Health Director Lenhart responded to an earlier question regarding staff who has left the department:

- In 2011, there were eleven employees who left
- In 2012, there were eleven employees who left
- In 2013 so far, there have been two employees who left
- Employees have left for various reasons:
  - Reduction in Force
  - More Pay
  - Child Care
  - Dismissed
- Since becoming Health Director, 24 employees have left the Health Department, more than half the staff
- From 2010 to 2013, 46.8% of those leaving the Health Department, left for better paying positions
- From 2011-2013, 50% of those leaving the Health Department, left for better paying positions in neighboring counties
- From 2010-2013, of the 32 employees who left, 78% held a professional degree

Commissioner Jones commented:

- Report was very accurate and self explanatory
- Do not need to further discuss

Chairman Lankford recessed the meeting for a ten minute break.

Chairman Lankford reconvened the meeting back into open session.

Commissioner Inman commented:

- In the interest of time, would request the King Clinic Update be placed on the March 11<sup>th</sup> Discussion Agenda for further discussion

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the March 11<sup>th</sup> Discussion Agenda.

County Manager Rick Morris requested the items that were discussed at the February 11<sup>th</sup> meeting (Social Worker Supervisor reclassification and hiring vacant positions in Home Health) be placed on tonight's Action Agenda.

Manager Morris noted the urgent need to hire Home Health positions to eliminate additional cost of revenue with having to contract Public Health Nurses.

The Board discussed moving the items to tonight's Action Agenda.

The Board agreed to move the items to tonight's Action Agenda.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the items on tonight's Action Agenda along with placing the King Clinic Update on the March 11<sup>th</sup> Discussion Agenda.

**NCDOT – Request to Abandon a Portion of SR# 2036 Snow Loop Road from the Secondary Road System and Abandonment of Right of Way**

County Manager Rick Morris presented the following information that was requested at the February 11<sup>th</sup> meeting:

Additional information from Emergency Communications Director Del Hall:

- Traveled to Snow Loop Road from Danbury, taking the first entrance (northern entrance) onto Snow Loop Road off of NC to the first residence, it took three (3) seconds
- Went back to Bethel Baptist Church and turned around traveling back to Snow Loop Road and took the second entrance onto Snow Loop Road to the last residence (which is the first residence on the left that took three (3) seconds to get to) and it took thirty (30) seconds
- Closing the requested portion of Snow Loop Road could cause approximately a twenty-seven (27) seconds delay in arriving to the first residence if the northern entrance was approved to be abandoned

Additional information from Assistant District Engineer Steven Jones, NCDOT:

- This is not an NCDOT request
- Have not proposed doing anything to the roadway

- Any changes proposed to be made would need to be done by the applicants with approval and inspection by NCDOT
- Do not think any of the solutions, such as speed limit signs, speed bumps, changing the entrance to the road making it not such a straight shot from Highway 8 would remedy the situation the property owners are looking to solve
- Both property owners own both sides of the right-of-way and it is believed that part of their motivation to abandon is to obtain the property to connect their properties
- Typically do not allow speed bumps in the right-of-way
- Speed limit signs have proven to have no effect on speeds so typically we do not use them to try and control speed
- Roadway design and driver comfort are the main factors in determining speed and seeing how this is an old intersection without a lot of commuter traffic, the speed limit sign would have no effect
- Any changes to the entrance would have to be done inside the existing right-of-way and do not think they would be able to do anything to change what currently exists enough to have an effect

Additional information from Tax Administrator Jake Oakley:

- There are four (4) houses on Augusta Hicks Road with the possibilities of nine (9) more houses which makes thirteen (13) total tracts of land

Additional information from Transportation Director Brad Lankford, Stokes County Schools:

- Have surveyed the area and there is a paved (state maintained) turnaround at the end of Augusta Hicks Road where a bus traveling this road could use to turn around
- There should be no negative impact on school bus travel if the proposed portion of Snow Loop Road is condemned and returned back to the property owners

County Manager Morris stated staff needed direction from the Board regarding whether to proceed with the abandonment process.

Chairman Lankford opened the floor for further discussion.

Commissioner Jones commented:

- Very disturbed that the property owners are having so many problems with their yard, but at the same time, road will have to be renamed, emergency vehicles having to take the second entrance could cause a twenty-seven (27) seconds delay
- Not sure the delay would or would not save a life
- Disappointed that something can't be done to eliminate some of the problems, but just can't overall go along with the abandonment request, although would like to on a personal level
- As far as the county goes, do not think I can approve the abandonment

Commissioner Inman commented:

- As I stated last time, the county has typically abandoned roads that come to a dead end where the land is owned by one property owner
- Certainly a unique situation, one that I have not seen with my ten years on the Board
- Very familiar with the road
- Noted the comments by E911 Director Del Hall
- One comment that really gets my attention is from District Engineer Steven Jones “do not think any of these solutions would remedy the situation that the property owners are looking to solve”
- Know it can be a cut through at times
- Very tough decision
- Not sure at this point that I could support the abandonment request

Vice Chairman Booth commented:

- I drove thru the road even though I was familiar with the road
- If the other secondary road was not there, might be different
- Do not want to set a precedent by the county
- Might be other property owners who want to close a portion of other roads that are not dead ends
- At this time, I can't support the abandonment

Commissioner Walker commented:

- This is one of those issues that there is not an easy answer
- Pluses and minuses for either direction
- Will keep an open mind regarding the issue until the item is placed on the Action Agenda
- Would like to visit the road like Vice Chairman Booth to review the situation
- Will be able to deal with the issue at the next Board meeting as an Action Agenda item

Chairman Lankford commented:

- Don't think the County has ever closed one end of a thru road
- Every department that the Manager asked has made a recommendation to keep the road open for many different reasons
- One reason that has really stuck out at me would be the potential lots
- Very tough decision
- Want to do everything you can to help the citizens but when you have to look at it at an overall standpoint, you have to make a decision based on the information that has been provided

The Board discussed putting the item on the Action Agenda for the next meeting.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the March 11<sup>th</sup> Action Agenda.

## **EMS Proposed Organizational Restructure – Further Discussion**

County Manager Rick Morris noted the following:

- Provided the Board with background information
  - An item of this nature would normally be done during the budget process
  - But under the current circumstances, Greg Collins filled the position of EMS Director (Monty Stevens retiring) which left the Assistant EMS Director vacant
  - This triggered the county to look at options regarding the organizational structure of EMS
  - In 2010, there were some fairly drastic changes, putting the shift supervisors on the trucks and adjusting the operations of the department because of the very tough budget situation at that time
  - Feel that was a very good decision at that time based on the budget situation
  - Something we had to do
  - Was directed by the Board when the decision was made to review the operations on at least a quarterly basis
  - Bottom line – because of the dedication of Greg Collins and Brian Booe and some others, that made that situation work for a couple of years
  - But we are at a different time because of other things that have occurred
  - Had turnover due to retirement of some of the senior personnel
  - Transferred staff who did billing and administrative support to the Tax Department for consolidated billing
  - These guys have made some pretty heavy duty sacrifices during that time to make the system work
  - Even though Dr. Nelson wasn't comfortable with the change, he did go along with putting the shift supervisors on the trucks thinking it was going to be a temporary situation
  - Have discussed the organizational structure of EMS with Director Collins and Medical Director Dr. Darryl Nelson
  - Provided the Board with information regarding the EMS Organization Structure which included:
    - Daily duties of the Training Officer
    - Daily duties of the supervisor but not limited to
    - EMS Call Volume
      - 2010 - 9167
      - 2011 - 9683
      - 2012 - 9833
- Organizational Restructure Proposal
  - Option One:
    - Director EMS/Emergency Management
    - Assistant EMS Director – freeze position
    - Training Officer and three Shift Supervisors
    - A Shift (fill one vacant paramedic frozen position)
    - B Shift (fully staffed)
    - C Shift (fill one vacant paramedic frozen position)



➤ Option Two:

- Director EMS/Emergency Management
- Assistant Director (post and hire asap)
- Training Officer and three Shift Supervisors
- A shift (supervisor remains on ambulance 8 hours – full time paramedic position remains frozen)
- B shift (fully staffed)
- C shift (supervisor remains on ambulance 8 hours – full time paramedic position remains frozen)
- Option One is based on the quality of the program, the overall operation, and to maintain an acceptable risk level
- Feel Option One will make the operations operate much more smoothly
- From a budget perspective, did an analysis which included the salary difference between Monty and Greg, Assistant EMS Director position remaining vacant and the savings from replacing a senior person with junior paramedic, the increase is only approximately \$3,000
- This analysis does not take into account the other resignations and overtime having to paid full time employees due to supervisors being on the truck
- If all factors were included, there would be a savings to the budget
- This calculation is similar to the one done by the Sheriff's Department for some reclassifications done this fiscal year
- Based on this being triggered to make this decision now instead of during the budget process and several consultants with Dr. Nelson and Director Collins who are the experts on EMS in Stokes County, my recommendation is Option One
- Feel strongly this is the best decision to keep the operations like they need to be because of the distance we are from the major hospitals
- Even though I feel the budget is probably the most important issue, I put the risk ahead of the budget on this issue

EMS Director Greg Collins commented:

- Appreciate the Board's consideration on this issue
- One of the reasons that I was late was partly due to the way EMS is operating
- Most of today, we were without ambulances
- Had to call a convalescent service to take one of the routine calls from a nursing facility
- At 5:00 pm, there was an emergency call with the closest ambulance coming back into the County in the Walnut Cove area
- Training Officer Booe and I took a spare ambulance and responded to take care of our number one priority – our patients
- Have made this work for a year and a half
- There was a gap made by putting the supervisors on the trucks; there was a gap each morning from 7:00 am to 8:30 am
- Administrative staff picked up that extra hour and a half to make sure there was no lapse in coverage
- The mornings are a lot of times the most busiest – employees calling in sick, trucks not operating properly, etc.

- Cutting those positions has saved the County approximately \$118,953
- Feel EMS has done their part
- We realize the budget issues and that all departments have made sacrifices
- Since December 31, 2013, there have been five who left
  - Monty Stevens retired
  - Marty Boles will be retiring tomorrow
  - 3 other paramedics have resigned – one is a nurse now, one is doing his own business, and one went to Surry County for more money and less hours worked
- Initially our overtime will probably not go down because our part time staff has completely been depleted in filling these positions
- Three new employees will start next week
- For most of the part timers, this is their secondary job, not their primary jobs
- Very hard to get part timers due to other counties paying more for part timers
- Feel the Assistant EMS Director is a vital part of the organization and would like to freeze the position, not totally cut the position out of the organizational structure
- Would like to have the opportunity to reevaluate that position at a later time
- Can keep the organization going without the Assistant EMS Director, but hope in time we could possibly look at reinstating that position down the road
- EMS has 35 full time employees
- The Assistant Director position did day to day operations with the director mainly doing Emergency Management
- Now I am doing both jobs and feel I am in the middle of a football field trying to figure out which end zone to run to
- Appreciation everything the Board does to help this organization run excellent

Commissioner Inman commented:

- Remember very well in 2010 when this decision was made
- Remember Dr. Nelson was not very high on the idea
- Understand the change did produce cost savings, but certainly appears the time is right to make the change back
- Studied the information provided by Manager Morris very carefully
- Makes sense to go with Option One
- Director Collins just presented an example of why he was late
- With Option One, you might know which end zone you want to score in
- On board with the manager's recommendation
- Feel the manager has done an excellent job detailing the issue
- Call volume continues to increase
- Concur with Director Collins that the Assistant EMS Director be perhaps frozen instead of eliminated – will keep an open mind on that issue
- Very much on line with Option One

Chairman Lankford commented:

- Feel Option One is where the County needs to go

- Have a problem with freezing the Assistant EMS Director's position, would like to eliminate it from the organizational chart
- Feels this is sending a wrong message to the other EMS employees
- With putting the shift supervisors back to their normal job duties, they are the direct staff that reports to the director
- Would have a full staff of supervision

Vice Chairman Booth commented:

- Also remember this two years ago and at the time we looked at putting three supervisors on the trucks, later compromised to only putting two supervisors on the trucks
- Appreciate staff making this work over the past years
- Agree with my colleagues regarding Option One
- Option One can be done without an increase to the budget
- Do have some issues with freezing the Assistant EMS Director's position because Option One brings back two supervisors during the daytime hours back to full supervision that is currently not in place
- Those two supervisors will know be directly under the director to help with daily operations
- Feels it is time to go back to the supervisors not being on the trucks

Director Collins noted that in most counties, Emergency Management is a separate department.

Commissioner Booth continued:

- As a member of the Board of Health, hope the full time Emergency Management position under the Health Director could possibly assist with Emergency Management duties

Commissioner Walker commented:

- Appreciate Greg being here at the meeting tonight
- Feels the Board has gotten away from department heads being at meetings and very glad to see that turning around so that information can be received first hand
- Appreciate the work done by the manager, director, and medical director putting the options together
- Agree with manager's opening statements about the quality EMS services in Stokes County
- Confirmed with Manager Morris that Option One will strengthen the services being offered to the citizens of Stokes County
- Confirmed with Director Collins that he agreed with Manager Morris's statement
- Not aware of any downside
- Have a missed anything?

Director Collins responded:

- Scheduling is a nightmare for supervisors

- Normally the supervisors are off the trucks at 3:00 pm, a lot days, they may not get off the truck until 5:00 or 6:00 pm due to being on a call; this complicates the cycle even more

Commissioner Walker questioned Director Collins under Option One, what would be the supervisors' role as far as running calls?

Director Collins responded:

- Supervisors would run the Quick Response Vehicle
- They would response as back up to critical calls or as primary response when all ambulances are tied up
- EMS has an excellent staff, but does have some young staff
- In certain instances, two paramedics are required on a call
- Not all ambulances have two paramedics, they may have one paramedic and one intermediate
- When this occurs, the supervisor can respond and serve as the second needed paramedic

Commissioner Walker continued:

- Confirmed with Manager Morris that Medical Director Nelson prefers Option One
- One thing mentioned tonight that is kind of looming back there is convalescent calls
- At some point does the Board need to take a look at that issue?

Director Collins responded:

- The manager, Dr. Nelson and I actually met this week about this issue with two private companies
- One thing to remember is that it would decrease the call volume, but would also decrease the revenue
- If the County were to decide to put on a convalescent ambulance, it would take 4 additional staff along with upfront capital equipment purchases
- But the revenue would stay in the County
- Life Star brought 465 discharged patients from either Baptist or Forsyth back into Stokes County last year
- This does not take into consideration what the other convalescent providers bring back into Stokes County

Commissioner Walker continued:

- Questioned if Stokes County EMS could respond to some of the 465 if the county had a convalescent unit?

Director Collins responded:

- At the present time, Stokes County can't take care of those convalescent calls

Commissioner Walker concluded:

- Appreciate the information provided tonight and feel you have hit the ground running in this new position
- Agree with something else the manager said: when it comes to EMS Services being provided to the residents of Stokes County, revenue should not always be the driving factor as far as how the County delivers EMS Services
- Have learned that it is not always the best solution to go the cheapest route

Manager Morris noted his plans were to discuss convalescent care during the upcoming budget process.

Commissioner Jones commented:

- Remember when this was discussed and hoping this could be pulled off
- It has always bothered me in recent times that the economy was used as a means or excuse to circumvent your professional expertise
- This bothers me because I know you know our EMS business
- Glad this is being revisited
- Agree with Option One
- When it comes to health, safety, and welfare, we can't be pinching pennies
- We must take care of our people

Commissioner Booth commented:

- Would like to commend our EMS Department
- Remember a statement made at another BOCC meeting: "If you have to have a heart attack, you want to have that heart attack in Stokes County"
- Feels we have one of the greatest EMS service in the State

Director Collins responded:

- The men and women of the EMS staff have done a great job with the shortfalls and have excelled in our region of the State

Commissioner Walker questioned if there would be any advantage in moving this issue to tonight's Action Agenda so that Greg could implement the changes?

Manager Morris responded that moving the item to tonight's Action Agenda would allow full time staff to be hired faster.

The Board agreed to move the item to tonight's Action Agenda.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on tonight's Action Agenda.

**Proposed Resolution – To Preserve and Defend the United States and North Carolina  
Constitutions and to Protect the Privacy and Security of the Law Abiding Gun Owners in  
North Carolina**

Manager Rick Morris presented the following proposed Resolution dealing with the Second Amendment and for the protection of rights for our law abiding gun owners in North Carolina:

**A RESOLUTION OF THE BOARD OF COMMISSIONERS  
STOKES COUNTY, NORTH CAROLINA  
TO PRESERVE AND DEFEND THE UNITED STATES AND  
NORTH CAROLINA CONSTITUTIONS AND  
TO PROTECT THE PRIVACY AND SECURITY OF THE LAW ABIDING GUN OWNERS  
IN NORTH CAROLINA**

**WHEREAS**, is the sworn duty of each Commissioner to uphold the entire Constitution of the United States and the Constitution of the State of North Carolina; that further it is our duty to uphold the laws of the United States and the laws of the State of North Carolina not inconsistent therewith; and

**WHEREAS**, The Second Amendment to the United States Constitution states “A well regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed”; and

**WHEREAS**, Article I, Section 30 in the North Carolina Constitution states “A well regulated militia being necessary to the security of a free State, the right of the people to keep and bear arms shall not be infringed”; and

**WHEREAS**, a “Militia” when properly formed, is in fact the people themselves... and includes... all citizens capable of bearing arms; and

**WHEREAS**, our rights are given by our Creator and listed in the Constitution of the United States as a limit to the power and size of government; and

**WHEREAS**, it being “...necessary to the security of a free State” means that the right of the people to bear arms was, and remains, the ultimate barrier to all forms of tyranny; and

**WHEREAS**, the lawless are unaffected by prohibitions imposed upon law abiding citizens’ natural rights; and

**WHEREAS**, the people of this state have an inherent right to privacy; and

**WHEREAS**, the vast majority of gun owners are law-abiding citizens; and

**WHEREAS**, owning a firearm for the defense of one’s person, home, family and liberty is not the exercise of government privilege, but of God’s given right; and

**WHEREAS**, the public disclosure of gun owner's information has resulted in victimization by criminals; and

**WHEREAS**, the public disclosure of gun owner's information also exposes an unarmed citizen to risk of victimization by being identified as such; and

**WHEREAS**, law enforcement, detention staff and correction officers have become targets of threat and intimidation following the release of their personal information as gun owners; and

**WHEREAS**, 40 states and the District of Columbia have taken steps to make information concerning gun owners private, and only 10 states, including North Carolina, continue to treat gun owner information as a public record; and

**WHEREAS**, no public interest is served by the release of gun ownership information of private citizens that have committed no trespass of law; and

**WHEREAS**, the United States Supreme Court in recent months has twice upheld the Second Amendment as applying to individuals' right to keep and bear arms (*Heller*) and (*McDonald*); and

**WHEREAS**, the President and Vice President of the United States have been reported recently to be considering adopting laws, regulations or actions which would have the effect of infringing on the right of Americans to keep and bear arms.

**THEREFORE, BE IT RESOLVED**, the **Stokes County Board of Commissioners** resolve as representatives of the people to defend the 2<sup>nd</sup> Amendment to the United States Constitution and Article I, Section 30 of the North Carolina Constitution and will not consent to unconstitutional laws, executive orders, or foreign/domestic tyranny. Furthermore, the Stokes County Board of Commissioners call upon the Governor and the General Assembly of North Carolina to pass legislation that will guarantee the protection of our God-given right in the defense of our liberty for all North Carolinians; and

**BE IT FURTHER RESOLVED**, the **Stokes County Board of Commissioners** resolve, as representatives of the people to defend the safety and privacy rights of lawful citizens. Furthermore, the Stokes County Board of Commissioners call upon the Governor and the General Assembly of North Carolina to enact legislation protecting gun owners from undue and unwanted release of personal gun ownership information by exempting said information from the Public Records Laws; and

**BE IT FURTHER RESOLVED**, that the General Assembly adopt a proposed Amendment to the North Carolina Constitution to be submitted to the voters to change Article I, Section 30 to guarantee the right of a law abiding citizen who possesses a conceal carry permit, to carry unimpeded a concealed weapon with very limited exceptions in any place that a duly sworn law enforcement officer may carry a weapon and that any law passed by the General Assembly, or imposed by any executive official, restricting the right to keep and bear arms, be subject to the strictest judicial scrutiny if challenged as infringing on the right to keep and bear arms.

Adopted this the \_\_\_\_ day of February, 2013.

Ernest Lankford – Chairman

James D. Booth – Vice Chairman

J. Leon Inman – Commissioner

Jimmy Walker – Commissioner

Ronda Jones – Commissioner

Attest:

Darlene M. Bullins – Clerk of the Board

Manager Morris noted with major national discussion and a lot of activity in this area felt it was an appropriate time to consider such a resolution.

Chairman Lankford opened the floor for discussion.

Commissioner Jones commented:

- All for the proposed resolution
- Definitely a supporter of the Second Amendment

Commissioner Inman commented:

- Read it and very much on board with the proposed resolution

Commissioner Booth commented:

- Helped draft the proposed resolution
- Felt it was the right time for the Board to consider such a resolution
- Thank fellow colleagues for supporting this resolution
- Several other counties have already adopted a similar resolution

Commissioner Walker commented:

- Consent Agenda for the March 11<sup>th</sup> meeting

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the March 11<sup>th</sup> Consent Agenda.

#### **Impoundment Lot Vehicles – Request to Sell Vehicles by Private Sell**

Manager Rick Morris presented the following information regarding a request to sell vehicles by a private sale that have been in the County's Impound Lot:



- Jail Captain Eric Cone and Support Services Supervisor Danny Stovall are in the process of filing storage liens with the North Carolina Department of Motor Vehicles against approximately 40-50 vehicles that were once located inside the Sheriff's Office Impoundment Lot
- These vehicles are not owned by the County
- Usually these vehicles have been in the impoundment lot for several years and are not worth the storage fees
- The following (17) vehicles can be sold after sending NCDMV a LT-264 form giving a 30-day notice of a pending sale:
  - 1993 Chevrolet Lumina      2G1WL54T2P1115953
  - 1993 Ford Mustang      1FACP40M4PF158888
  - 1993 Volkswagen Fox      9BWBA2307PP005152
  - 1995 Ford Truck      1FTDF15Y9SNA52656
  - 1989 Mercury Sable      1MEBM55U4KA600750
  - 1989 Mercury Tracer      3MABM1157KR615290
  - 1994 Chrysler Concorde      2C3HL56T1RH355118
  - 1994 Ford Taurus      1FALP52U8RA137531
  - 1991 Nissan Truck      1N6SD11S2MC351951
  - 1994 Chevrolet Caprice      1G1BL52W5RR198493
  - 1987 Nissan Sentra      1N4PB22S5HC761870
  - 1994 Ford Truck      1FTCR10A9RTB09053
  - 1995 Dodge Truck      1B7HC16Y0SS167432
  - 1987 Honda Accord      1HGCA5526HA071714
  - 1989 Toyota Camry      JT2VV21E7K0027138
  - 1991 Ford Explorer      1FMCU22X5MUD85816
  - 1979 Dodge      NL41D9F150680
- Per NCGS 44A-4 (c), it my recommendation to use Supervisor Stovall's idea to sell these vehicles by private sale
- Auto salvage companies that have purchased vehicles at past County auctions will be contacted
- Vehicles will be split into lots
- Sealed bids will be secured and vehicles will be sold to the highest bidder
- By utilizing the private sale format, the County will save the cost of labor and fuel needed to tow each vehicle from the impoundment lot area to an auction location along with auction fees
- This process will also free space up in the impound lot
- Most of these vehicles will be used to possibly take a part or two off and then the rest crushed for metal
- These vehicles will probably be worth \$250 to \$300
- To ensure we get a decent price, all bidders would be told that the County is not obligated to accept any bids
- If all bids come in too low, all bids will be rejected and will be rebid
- Would probably limit the bidders to 5 or 6
- Request the Board of Commissioners approve to utilize this private sale procedure for disposing of these 17 vehicles along with any future sale of vehicles the County has storage liens against

- This will allow the County to sell the vehicles when they are in better condition which increases the sale proceeds to the County

Chairman Lankford opened the floor for discussion.

Commissioner Inman commented:

- Common sense follows the statute
- Save money and labor
- On board with the recommendation

Vice Chairman Booth commented:

- Also on board with the recommendation
- Confirmed with Manager Morris that all bids could be rejected so that the vehicles would not just be given away

Chairman Lankford commented:

- Questioned if a starting minimum could be set?

Manager Morris responded:

- Can't set a minimum
- Rejecting the bids will serve the same purpose

Commissioner Walker commented:

- No problems
- Accept the manager's recommendation
- Suggest placing the item on the March 11<sup>th</sup> Consent Agenda

Commissioner Jones commented:

- Good with the recommendation

The Board agreed to place the item on the March 11<sup>th</sup> Consent Agenda.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the March 11<sup>th</sup> Consent Agenda.

### **Appointments – Juvenile Crime Prevention Council (JCPC)**

County Manager Rick Morris presented the following information regarding the JCPC recommendation for appointment to vacant board members:

- Sarah Booze - Student representative - Term expires 06-30-2014
- Elijah Evans - Student representative – Term expires 06-30-2014
- Matt Barber – 4H representative – Term expires 06-30-2014

Chairman Lankford opened the floor for nominations.

Vice Chairman Booth nominated the following:

- Sarah Booze - Student representative
- Elijah Evans - Student representative
- Matt Barber – 4H representative

Chairman Lankford entertained a motion to close the nominations.

Commissioner Jones moved to close the nominations. Commissioner Inman seconded and the motion carried unanimously.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the March 11<sup>th</sup> Action Agenda.

## **GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA**

### **Appointment – Stokes County Planning Board – Quaker Gap**

Chairman Lankford noted that Danny Sisk was nominated at the February 11<sup>th</sup> meeting to complete the term of L. G. Tilley, who recently passed, on the Stokes County Planning Board – Quaker Gap Township.

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

Commissioner Jones: Danny Sisk  
Commissioner Inman: Danny Sisk  
Chairman Lankford: Danny Sisk  
Vice Chairman Booth: Danny Sisk  
Commissioner Walker: Danny Sisk

Chairman Lankford noted the Board unanimously appointed Danny Sisk to serve the uncompleted term of L. G. Tilley on the Planning Board from the Quaker Gap Township.

### **Appointments – Stokes County Board of Adjustments**

Chairman Lankford noted the following were nominated at the February 11<sup>th</sup> meeting to serve on the Stokes County Board of Adjustments:

- Don Lester
- Larry Boles
- Russel Slate
- Arzell Montgomery - Alternate

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

Commissioner Jones: Don Lester, Larry Boles, Russel Slate, and Arzell Montgomery-Alternate

Commissioner Inman: Don Lester, Larry Boles, Russel Slate, and Arzell Montgomery-Alternate

Chairman Lankford: Don Lester, Larry Boles, Russel Slate, and Arzell Montgomery-Alternate

Vice Chairman Booth: Don Lester, Larry Boles, Russel Slate, and Arzell Montgomery-Alternate

Commissioner Walker: Don Lester, Larry Boles, Russel Slate, and Arzell Montgomery-Alternate

Chairman Lankford noted that Don Lester, Larry Boles and Russel Slate were unanimously appointed to serve as members with Arzell Montgomery unanimously appointed to serve as an alternate on the Stokes County Board of Adjustments.

### **Health Department Reclassification and Home Health External Hiring**

Chairman Lankford entertained a motion to reclassify a Social Worker Supervisor position to a Social Worker II position and to external post two vacant Public Health Nurse positions with a hiring range of \$37,098 to \$41,390 along with a vacant Public Health Nurse Supervisor position with a hiring range of \$40,125 to \$49,945 which was originally presented at the February 11<sup>th</sup> meeting.

Commissioner Jones moved to approve the motion to reclassify a Social Worker Supervisor position to a Social Worker II position and to external post two vacant Public Health Nurse positions with a hiring range of \$37,098 to \$41,390 along with a vacant Public Health Nurse Supervisor position with a hiring range of \$40,125 to \$49,945. Commissioner Inman seconded and the motion carried unanimously.

#### **EMS Proposed Organizational Restructure – Further Discussion**

Chairman Lankford entertained a motion regarding the EMS Proposed Organization Restructure discussed at tonight's meeting.

Commissioner Inman moved to approve Option One. Commissioner Jones seconded the motion.

Chairman Lankford requested the Assistant EMS Director position be removed from the organizational chart and not frozen.

Commissioner Walker confirmed with Commissioner Inman that his motion only approved Option One as recommended by the manager and EMS Director.

Vice Chairman Booth noted that he was in favor of also eliminating the Assistant Director position from the organizational chart.

Chairman Lankford asked if there was an amendment to the motion.

The Board discussed the correct procedure for amending a motion according to Robert Rules.

Commissioner Walker suggested voting on the existing motion.

Vice Chairman Booth further questioned proper procedures for amending a motion.

The Board continued discussion regarding the proper procedures for amending a motion.

Commissioner Walker called for a point of order.

Chairman Lankford called the question.

The motion carried unanimously.

**Adjournment**

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

Commissioner Walker moved to adjourn the meeting. Commissioner Inman seconded and the motion carried unanimously.

---

**Darlene M. Bullins**  
**Clerk to the Board**

---

**Ernest Lankford**  
**Chairman**