

AGENDA
VANCE COUNTY BOARD OF COMMISSIONERS
February 4, 2013

Invocation

Rev. Joseph Ratliff, Shiloh Baptist Church

- 1. Appointment 6:00 p.m. David Kennedy and Janelle Benson
NC Division of Veteran Affairs
Recognition of Sandra Grissom**
- 2. Public Hearing 6:15 p.m. No Wake Zone, Kerr Lake
Pughlys Mill Creek**
- 3. Appointment 6:30 p.m. Terri Hedrick, Appearance Commission
Environmental Manager Position**
- 4. Appointment 6:45 p.m. Kevin Brown, Information Technology
Automation Recommendation and Policy**
- 5. Appointment 7:00 p.m. Jordan McMillen, Planning Director
Zoning Amendment - Solar Farms**
- 6. Appointment 7:15 p.m. Cece Lehy, CPA
FY 2011-2012 Audit Report**
- 7. Appointment 7:30 p.m. Stuart Litvin, Economic Development
Yearly Update; Incentive Policy**
- 8. Public Comments (for those registered to speak by 5:45 p.m. - speakers are limited to five minutes)**
- 9. Water District Board
Rob Bernard, Hobbs Upchurch & Associates
 - a. Approval of Contract 1 Change Order #2 (tank piping modifications)**
 - b. Approval of Contract 4 Changer Order #1 (vault/piping modifications)**
 - c. Approval of Additional Design and Inspection Fees****
- 10. Committee Reports and Recommendations
 - a. Human Resources Committee**
 - b. Public Safety Committee****

11. **County Manager's Report**
 - a. REO Properties
 - b. Resolution - Black History Month
 - c. Resolution - Legislative Goals
 - d. Neighborhood Stabilization Program
 - e. Jail Inspection Report
 - f. Adjustment of Rental Agreement for COG Space
 - g. CDBG Scattered Site Award of Bid
 - h. Contract Extension with Tax Reduction Specialists

12. **Pending Business**
 - a. County Water Project
 - b. VFD Contracts and Audits

13. **Consent Agenda Items**
 - a. Tax Refunds and Releases
 - b. Monthly Reports
 - c. Minutes

14. **Miscellaneous**
 - a. Appointments
 - b. Resolution - March Meeting Date

Vance County
Committee Reports and Recommendations
February 4, 2013

Human Resources Committee

Position Vacancies. (A) The Department of Social Services has a position vacancy for an *Office Assistant III*. This 49% position is responsible for providing a variety of office assistant tasks for the unit as well as assisting the Medicaid Transportation Coordinator with monthly and yearly reports. (B) Social Services also has a position vacancy for an *Income Maintenance Caseworker II*. This position involves taking, processing and maintaining active cases in Adult Medicaid. (C) Further, Social Services has a position vacancy for a *Social Worker IAT*. The position is responsible for the investigation/assessment and treatment of children and families based on allegations that are reported to Child Protective Services. (D) Social Services has a position vacancy for a *SW Supervisor III* in Children's Services. This position is responsible for supervision of (6) social workers who provide direct and/or indirect services to foster children and their families and (1) clerical position.
Committee Recommendation: *[Recommendations are contingent upon endorsement by the Human Resources Committee]. Authorize the staff to fill the vacant positions as requested.*

DSS Custodial Staffing. The Department of Social Services converted two maintenance/custodial positions to contracted services about two years ago. In the interest of cost savings and enhanced accessibility of custodial staff during normal business hours, DSS Director Linda Fry is requesting the authority to reinstate the custodian positions. Instead of two full-time positions, the request is to have one full-time and one part-time position. The committee will be asked to make a recommendation to the full Board on this proposal.

Public Safety Committee

This committee will meet on Friday, February 1st, to discuss requests and recommendations regarding the Fire and EMS Department. Those items receiving endorsement by the committee will be presented to the Board of Commissioners for action.

Action Items Discussed by the Public Safety Committee – February 1, 2013

Medical Director. The current EMS Medical Director, Dr. Charlton, has been reassigned to an out-of-state hospital and will not be able to serve as the County's EMS Medical Director after February 28, 2013. Dr. Charlton graciously served at no cost to the County. The new Emergency Department Director at Maria Parham Medical Center, Dr. Matthew Bitner, is part of a medical firm, STAT Medical Solutions, that provides this specialized service. There will be a base fee of \$1,250 per month that is not currently budgeted. Dr. Bitner and company will be available to provide the necessary medical oversight and direction as required by the NC Office of Emergency Medical Services. The Public Safety Committee fully supports this proposal. *Committee Recommendation: Authorize the Chairman to execute a contract with STAT Medical Solutions for provision of Emergency Medical Director services at the base rate of \$1,250 per month, with additional charges as necessary, effective March 1, 2013, with the \$5,000 for the current fiscal year to come from the Contingency.*

Donation of Surplus Ambulance. The Vance County Fire & EMS Department has a surplus ambulance unit (2003 Ford, VIN#1FDSS34F33HB65075) and accompanying stretcher that it wishes to donate to Vance-Granville Community College for use in EMS training. VGCC will be fully responsible for ownership and operation of the unit. The Public Safety Committee fully supports this action. *Committee Recommendation: Declare the ambulance as surplus and approve the donation of the unit to VGCC for use in EMS training.*

Sale of Mini Pumper. The Vance County Fire & EMS Department proposes to sell a 2003 Ford Mini Pumper that has been used in the past to fight brush and woods fires. The truck has not been used greatly. Further, there is a need for two other vehicles as replacements of existing vehicles. The Department proposes to sell the Mini Pumper and use the proceeds to purchase and equip an SUV and pick-up truck to replace current high mileage vehicles. The County Manager recommends that the purchase and equipping costs (through State Contract) of the two replacement vehicles not exceed the proceeds from the sale of the Mini Pumper. The Public Safety fully supports this proposal. *Committee Recommendation: Declare the Mini Pumper as surplus for sale by the County's duly designated Finance Director according to State law, and authorize the County Manager to acquire and equip the two replacement vehicles for a total amount not to exceed the proceeds of the sale of the Mini Pumper.*

VANCE COUNTY EMERGENCY SERVICES

SURPLUS OF SQUAD 3, MINI PUMPER

Overview

In 2003 our Ford F-550 Mini Pumper was purchased from Slagles Fire Equipment Co. from a federal grant program. The unit was purchased with the intent of utilizing this apparatus for brush/wild land fires and to gain access to rural areas.

Objective

Since my appointment to oversee the County department in October 2009, this piece of apparatus has seen very little use, in 2012 this unit responded to 29 calls. This apparatus was not designed to be utilized for brush/wild land fires that access has to be gained by driving through fields or woodlands. The apparatus is too big / heavy and cost prohibitive to drive in these remote areas.

In 2011 a state surplus truck that was obtained through the Kerr Lake Fire merger was look at as a potential brush truck. Over the course of a year this truck was converted into a brush truck that could be utilized solely for the purpose of combating brush/wild land fires and could easily gain access to remote areas.

After putting our new brush truck into service, our mini pumper is no longer utilized for the purpose of combating brush/wildland fires. It is solely utilized as a station vehicle (i.e. running errand, personnel going to school) due to our department not having a vehicle solely for this purpose.

After a meeting with my Battalion Chief's it was determined that this mini pumper had no service purpose for our department any longer, and we all agreed that the sale of this vehicle and its proceeds should go to replace two aging vehicles that are utilized on a day to day, one being the Battalions Chief's Vehicle and the other being the Fire Marshal's Vehicle.

Goals

- Surplus this apparatus and allow Slagles Fire Equipment Co to broker the sale of this vehicle.
- The sale of this apparatus will reduce our fleet thus saving future maintenance and upkeep on this apparatus.
- The proceeds shall go towards the purchase of two utilities vehicles to replace the Battalion Chief's and the Fire Marshal's aging vehicle.

- The current pickup truck that is utilized as a Battalion Chief's vehicle shall be utilized as a station vehicle (i.e. running errand, fire prevention, installing smoke detectors, personnel going to training and as a utility vehicle). This will allow our department to utilize a smaller vehicle for this purpose instead of using the larger heavier apparatus that require more maintenance and upkeep.

Financial

- The sale price of the Mini Pumper would be \$ 70,000, which is the appraisal price set by Slagles, due to the vehicles age and the issues Ford has had with the 6.0 L Diesel engine.
- The proceeds from the sale would allow our department to purchase and outfit two utility vehicles (Chevy Tahoe & Chevy 2500 HD Pick Up) under state contract from Bobby Murray Chevrolet.
- No County funds would be utilized for these purchases. The sale proceeds would cover all cost for the two new utility vehicles.

Medical Oversight Program

Vance County Emergency Medical Services

2013

Medical Oversight Program

Background

STAT Medical Solutions

STAT Medical Solutions (SMS) is a unique consulting and professional services firm. Our focus is on developing medical solutions for a variety of public and private concerns. Though our company provides a wide spectrum of services, our roots are in Emergency Medical Services. Recent changes in our corporate obligations have allowed and encouraged us to begin providing EMS Medical Direction & Clinical Services in North Carolina.

STAT Medical Solutions principals have extensive experience in the practice of emergency medical care in both traditional and atypical environments; the development and implementation of educational initiatives; and the creation and administration of large scale emergency medical programs. All of our physicians are former EMS providers. Following the completion of their Emergency Medicine Residency programs, each of our physicians completed an EMS Fellowship. And each has served as the primary medical directors for large EMS agencies. Each is also a member of the National Association of EMS Physicians, the American College of Emergency Physicians, and serves or has served in national leadership roles. All of the other members of our leadership team (non-physician) are currently licensed paramedics and have worked as chiefs of service in respected agencies.

Program Objectives

We think that the small and mid-sized EMS systems have the same need for high quality, engaged medical direction and have the same potential to achieve amazing clinical and operational success. Therefore, the overarching objective of our EMS Medical Direction programs is to help small and mid-sized EMS departments achieve the level of clinical excellence that are typically associated with large, urban, and generously funded EMS systems.

Our objective is to work with Vance County EMS leadership to assist the department achieve a local advantage in the areas of clinical sophistication, employee recruitment & retention, and community integration. Furthermore to equip departmental staff with the tools and support that they need to deliver high-quality, evidence-based, patient-centric prehospital care.

Work Plan

STAT Medical Solutions will assign an EMS fellowship-trained physician serve as the primary service medical director for the County's EMS department. This physicians will serve in a number of different capacities (as outlined below); his responsibilities will be carried out by a combination of on-site physical presence, 24/7 on-call capabilities, remote work, and telephone and video conferencing support.

SMS will collaborate with Vance County EMS to identify recurring meetings to insure that we have a physical presence at important meetings.

Leadership Team

Matthew Bitner, MD, MEd, FACEP will serve as the primary medical director for Vance County EMS. Dr. Bitner received his undergraduate training at Hampden-Sydney College and his medical degree from the University of Miami School of Medicine. He completed his residency training at Emory School of Medicine, where he was appointed Chief Resident. Following residency, Dr. Bitner was awarded the Society for Academic Emergency Medicine EMS Research Fellowship, which he completed with the Section of Prehospital & Disaster Medicine at Emory University. Dr. Bitner also has a Masters in Medical Education from the University of Cincinnati School of Education. Dr. Bitner has served as the EMS Medical Director for Grady Hospital EMS (Atlanta, GA), Sandy Springs (GA) Fire Department & 911 Communications Center, Milton (GA) Fire and Rescue Department, Emory Police Department and First Responders Unit, as well as the Associate Medical Director for Durham County EMS. Dr. Bitner currently works clinically as an Emergency Physician at Duke University Hospital, and serves as the Medical Director, Emergency Medicine at Maria Parham Medical Center.

Ian Greenwald, MD FACEP will serve as an associate medical director. Dr. Greenwald received his undergraduate degree from Binghamton University, his medical degree from the University of Vermont College of Medicine, and completed his Emergency Medicine residency training at the University of Pittsburgh. Following his residency, Dr. Greenwald completed an EMS & Disaster Medicine Fellowship with FDNY, where he went on to serve as the Assistant Medical Director for FDNY. Prior to medical school, Dr. Greenwald worked as a paramedic in Hartford, Connecticut. In addition to serving in numerous academic posts and as an EMS medical director for a number of communities, Dr. Greenwald served as an Emergency Medicine physicians in the United States Army and recently retired at the rank of Major. Dr. Greenwald works clinically as an Emergency Physician at Duke University Hospital and Person Memorial Hospital, and serves as the Medical Director, Emergency Medicine at Danville Regional Medical Center.

Medical Direction

General Service

- Provide off-line Medical Direction through established written policies and procedures for the provision of patient treatment and transport in the pre-hospital environment through the administration of the NC OEMS Protocols (2012).

- Reviews, updates and authorizes all policy changes relating to patient care
- Review & approve clinical equipment used to provide patient care within the Vance County EMS system.
- Represent Vance County EMS on Medical Director Committees and at local and regional meetings, as necessary.
- Serve as a liaison between Vance County EMS and local stakeholders, particularly physician and hospital stakeholders.
- Represent Vance County EMS at NC EMS Medical Director meetings held by NC OEMS (at least one meeting annually) and meet/maintain all requirements established by the NC OEMS for EMS Medical Directors.
- Credential EMS field providers (EMT's, EMT-Intermediates and Paramedics) working for the department and/or within the scope of County EMS system; and establish all the appropriate procedures and standards for credentialing.
- Authorize control & security procedures for narcotics and other pharmaceutical products maintained by Vance County EMS.

Additional Objectives and Sub-objective

- All protocols and clinical policies will meet all applicable North Carolina and Federal standards. In addition they will exceed all requirements associated with applicable accrediting organizations

Clinical Training & Education

General Service

- Approves all course content for field personnel & intradepartmental Continuing Education Programs.
- Approves content of written and skill evaluations including pre-employment testing
- With the EMS Administration & staff, aids in the development and approves annual and specific training plans.
- Approves, in conjunction with the EMS Administration, all remedial training plans, new employee training standards, and other training needs of the department.
- Assist with evaluation of medical equipment utilized for patient care.
- Conducts EMS Research as appropriate to ensure Vance County EMS policies and protocols remain up to date and in line with enhancements and or changes in patient treatments for the pre-hospital care environment

Additional Objectives and Sub-objective

- Collaborate with Vance County EMS Training and Education to develop a yearly educational plan

Quality Assurance

General Services

- Designs & enforces compliance with an established Quality Assurance Program
- Establishes clinical quality indicators/thresholds
- Reviews monthly QA reports
- Reviews random audits of patient care reports to ensure compliance with established standards
- Provides guidance and oversight to the approved Vance County EMS Quality Assurance Program designed to ensure adherence to established patient care guidelines and collect health data, as necessary.

Additional Objectives and Sub-objectives

- Collaborate with Vance County EMS Quality Management to develop a yearly QM plan

Joint Accountabilities

STAT Medical Solutions

In order for an EMS Medical Oversight Program to be successful, it requires close collaborations between the EMS Physician and the EMS Department. Each partner in the arrangement has certain responsibilities that impact the ability for the partnership to be successful.

For its part, STAT Medical Solutions will develop, review and maintain the appropriate documents and plans described above that are necessary for the EMS Administration to execute and operationalize the Medical Oversight Program. SMS physicians will also be required to maintain an unrestricted license to practice as both an Emergency Medicine physician and an EMS Medical Director, according to the appropriate statutes and regulations. Further, SMS will maintain both the Errors & Omissions and Professional Liability insurance coverage.

Vance County EMS will provide reasonable access to all staff and external contracts that can potentially contribute to the success of the Medical Oversight Program. EMS staff will also provide SMS with as much advanced notice as is possible (preferably 4 weeks or greater) for any scheduled events that Vance County requires the Medical Director or a representative to attend. Vance County will also immediately inform the primary service medical director or his designee of any changes, problems, concerns or issues that arise related to the clinical practice of the department or the credentialing of a provider within the department or EMS system.

In as much as other joint responsibilities will arise, both partners agree to take the appropriate measures to work collaboratively, keep all parties informed, and work to ensure the success of the program & partnership.

We will keep each other immediately abreast of changes that could have an impact on the clinical services program objectives or work plan. We will work collaboratively to insure that unforeseen scheduling conflicts do not impact the program.

Terms and Conditions

Fees

	Cost	Notes
Development and Maintenance of a Comprehensive Medical Oversight Program as Described Above: • 4 hours per month • These hours may be delivered: - On site at Vance County EMS facilities - At Maria Parham Medical Center - Remotely from STAT Medical Solutions Chapel Hill offices • 24/7 medical director availability via phone	\$1,250.00 per month	
Additional Physician Time	\$250.00 per hour	Vance County EMS will also have access to a variety of EMS subject matter experts and consultants who are employed by or collaborate with STAT Medical Solutions for special projects or additional work. Program costs for other SME and consultants will be developed based on the scope of the desired project.
Additional Non-Physician Time	\$150.00 per hour	

Schedule

SMS will invoice Vance County EMS monthly for the development and maintenance of the Medical Oversight Program. Invoices will be billed around the first business day of the month. Payment will be due 30 days from invoice delivery date. This may be cancelled at any time with 30 days notice.

Expenses

SMS will not bill Vance County EMS for expenses associated with travel for the travel to and from Vance County EMS meetings and events at EMS Headquarters but may be billed for other associated expenses.

Acceptance

The signature below indicates acceptance of the details, terms, and conditions in this proposal, and provide approval to begin work as specified.

For STAT Medical Solutions, LLC:

Title

Date: _____

For Vance County EMS:

Title

Date: _____

Vance County
County Manager's Report to the Board
February 4, 2013

A. REO Properties. On January 7, 2013, the Board of Commissioners approved the public sale process for two pieces of tax foreclosure property – 1029 N. Garnett Street (former Tip Top Restaurant) and 434 Whitten Avenue. Both properties were advertised for upset bids and there were none. The Board is free now to sell the properties or not to sell. ***Recommendation:** Approve the sale of both properties by separately adopting each resolution.* Further, there is an offer on another small vacant lot near the intersection of I-85 and NC 39. The Board needs to vote on whether or not to proceed with the sale by advertising for upset bids. ***Recommendation:** Approve the enclosed resolution to begin the upset bid process for this piece of property.*

B. Resolution – Black History Month. February has been observed nationally as Black History Month. Vance County has traditionally encouraged its citizens to participate in related events that create a greater awareness and appreciation of contributions made by African-Americans. ***Recommendation:** Adopt the enclosed resolution in support of the designation of February as Black History Month in Vance County.*

C. Resolution – Legislative Goals. Last week, the North Carolina Association of County Commissioners adopted its goals for the current legislative session. Each county is being requested to adopt a resolution in support of those goals. ***Recommendation:** Adopt the enclosed resolution in support of the NCACC's legislative goals as approved at last week's legislative conference.*

D. Neighborhood Stabilization Program. The houses constructed through NSP funding are being actively marketed for sale. Unfortunately, interested buyers are struggling in their attempts to be approved for financing. Additional maintenance and repair on these homes is necessary to keep them in proper condition for marketing, a good part of which is due to vandalism and theft. ***Recommendation:** Approve the award of bids for repair for NSP homes to Clement Construction in the amount of \$19,750.*

E. Jail Inspection Report. The Vance County Jail received its semi-annual inspection in December. The report is to be officially received by the Board of Commissioners as information. A corrective action response has already been developed and submitted. ***Recommendation:** Approve the receipt of the Jail Inspection Report.*

F. Adjustment of Rental Agreement for COG Space. The Kerr-Tar Regional Council of Governments rents office space from Vance County in the building currently occupied otherwise by the Vance County Schools. Due to significant reductions in funding and related financial challenges, the Board of Directors of COG has requested a reduction in the rental fees for the space. If some type of relief is not forthcoming, they will be forced to relocate. ***Recommendation:** Amend the current lease agreement with the Kerr Tar Regional Council of Governments to reduce rental rates as to be presented by the County Manager.*

G. CDBG Scattered Site Award of Bids. Bids were received to rehab a house at 40 Gholson Avenue under the Scattered Site Program of CDBG. The low bidder is D. Griffin Builders, Inc. ***Recommendation:** Award the bid to D. Griffin Builders, Inc., the low bidder, to rehab the home at 40 Gholson Avenue, Henderson.*

H. Contract Extension with TRS. Vance County has contracted with Tax Reduction Specialists, a specialized accounting and consulting firm, for ten (10) years to capture reallocated sales taxes that would have gone to other counties. In order to capture those taxes for the current year, an extension for one year in our contract with TRS is necessary. For the past ten years, Vance County has received a cumulative total of \$281,663.11 as a result of this effort. TRS works on a 20% commission and is paid nothing unless funds are reallocated. ***Recommendation:** Extend the current contract with TRS to capture reallocated sales and use taxes through the current year.*

February 1, 2013

Memorandum to: Jerry Ayscue, Vance County Manager
From: Karen Foster, CD Planner, Kerr-Tar Regional COG
Regarding: February 1, 2013 Bid Opening

A call for bids for the Vance County Scattered Site program was distributed and the following bids were received and opened. The tabulations are as follows:

COUNTY: VANCE		BID TABULATION			
PROJECT NAME: SCATTERED SITE					
DATE	02/01/13	40 GHOLSON			
STAFF ESTIMATE		35,772			
CONTRACTOR/COMPANY NAME		BID AMOUNT	BID AMOUNT	BID AMOUNT	BID AMOUNT
Creek Construction		38,605			
L Roberts		38,460			
Carolina Lead		45,080			
Paul Parker		40,028			
D Griffin		37,950			

Present: Karen Foster, Kelly Grissom, Mike Inscoe, Will Earp (Contractor)

Pending verification of licensing and insurance, it is recommended that the bid(s) be awarded in the following manner.

40 Gholson St D Griffin Builders, Inc. 37,950

If for some reason the contractor recommended above fail to enter into a binding contract or we find that the bid is not a responsible bid for the project, it is hereby authorized to award the project to the second lowest qualified bidder.

BID AWARD APPROVAL: Recommended: _____
Jerry Ayscue, Vance County Manager Date

ADDENDUM TO SALES TAX CONTRACT
DATED MAY 6TH, 2002
BETWEEN
VANCE COUNTY, NORTH CAROLINA
AND
TAX REDUCTION SPECIALISTS
(A division of Utilities Reduction Specialists, Inc.)

This addendum hereby authorizes Tax Reduction Specialists (TRS) to audit sales and use taxes for Vance County through the tax period ending December 31, 2013. TRS will not audit tax periods ending after this date unless it receives written approval by the County. This audit will be conducted under the same terms and conditions as the original contract.

The fee for any tax refunds, credits or additional tax revenues recovered for Vance County as a whole for tax periods ending after December 2006, will be 20% of said refunds, credits, or revenues and will be invoiced only after receipt of same by the County.

APPROVED FOR VANCE COUNTY

_____, 2013
(Signature)

(Title)

ATTEST:

APPROVED FOR TAX REDUCTION SPECIALISTS

Steven D. Mann _____, 2013
Steven D. Mann, President

ATTEST:

Shirley J. Bulchoni