

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 7, 2013
Presenter: Chairman Barry Swindell
Attachment: No

ITEM TITLE: OPENING

SUMMARY: Call to Order
Opening Prayer
Pledge of Allegiance

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Chairman Barry Swindell**
Attachment: **Yes**

ITEM TITLE: **CONSIDERATION OF AGENDA**

SUMMARY: Attached is the proposed Agenda for the October 7, 2013, Regular Meeting of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

AGENDA

HYDE COUNTY BOARD OF COMMISSIONERS' MEETING

MONDAY, OCTOBER 7, 2013 - 6 PM

CALL TO ORDER OPENING

CONSIDERATION OF AGENDA

CONSIDERATION OF MINUTES

- 1) September 3, 2013 – Regular Meeting Minutes

PUBLIC HEARINGS

- 1) Rate Increase Based on Swan Quarter & West Quarter Dike Assessments

PUBLIC COMMENTS

Public Comments are a time for the public to make comments to the County Commissioners. Comments should be kept to three (3) minutes or less and comments should be directed to the entire Board and not to individual members, the staff or to other members of the public. Comments requesting assistance will typically be referred to the County Manager for follow-up or for Board action at a future meeting.

EMPLOYEE RECOGNITION

- 1) Glenn Credle

Clint Berry

ITEMS OF CONSIDERATION

1) Resolutions

- a) Outlining Services Requested from Vidant at Altenative Facility

Mgr. Rich

2) Proclamations

- a) October as National Domestic Violence Awareness Month

Mgr. Rich

3) Appointments

- a) Ocracoke Community Center Board

Mgr. Rich

- b) Partnership for the Sounds

Mgr. Rich

- c) Hyde County Child Fatality Prevention Team (CFPT)

Wesley Smith

- d) Hyde County Board of Health Reappointments

Wesley Smith

- e) Hyde County Revolving Loan Committee

Kris Noble

4) Presentations

- a) Board of Education FY 14-15 Projected State Shortfalls

Dr. Latimore & Ken Chilcoat

- b) Vidant Pungo District Hospital Closing Adam O’Neal, Belhaven Mayor
- c) Vidant Pungo District Hospital Closing Justin Gibbs
- 5) Rate Increase Based on Swan Quarter & West Quarter Dike Assessments Daniel Brinn
- 6) Positive Parenting Program (Triple P) Wesley Smith
- 7) Revisions/Additions to Fee Schedule Approved for FY 2011-2012 Wesley Smith
- 8) Easement for Benjamin Bonney & Nexsen-Pruett/AT&T Tower Site Variance Kris Noble
- 9) Possible Golden LEAF Grant Funding Bill Rich
- 10) Outstanding Checks Update Corrinne Gibbs
- 11) Gov Deals Surplus Corrinne Gibbs
- 12) CDBG-Contingency – Termination of Hobbs Upchurch Contract Kris Noble
- 13) CDBG – Contingency – Contract for Engineering Services Kris Noble
- 14) Permit Fees for CDBG Contingency Kris Noble
- 15) Possible Leasing of County Jail Commissioner Fletcher
- 16) Discussion of Possible Gifting of Davis School Commissioner Byrd/Mgr. Rich
- 17) Approval of AWOS Installation at Engelhard Airport Kris Noble
- 18) Approval of Transportation Improvement Plan for Engelhard Airport Kris Noble
- 19) Farm Lease Renewal at Engelhard Airport Kris Noble
- 20) Public Safety Center Update Justin Gibbs
- 21) Pre Disaster Mitigation / Hazard Mitigation Acquisition/ Elevation Update Averi Simmons

BUDGET MATTERS

- 1) **Board Approval Required**
 - a) Planning – Community Transformation Grant
- 2) **Administrative Transfer**
 - a) 03-14 Health – Family Planning
 - b) 04-14 Health – Maternal Health
 - b) 05-14 Health – Healthy Communities
 - c) 06-14 Health – Medication Assistance Program

CLOSED SESSION (in accordance with NCGS 143A-318.11 (a) (1-9) if required)

MANAGEMENT REPORTS

The County Manager will give update on various projects on-going in Hyde County and present his monthly meeting calendar.

The Commissioners will share with the public their various activities and ideas for continuous improvement of government services to the citizens.

MANAGER'S UPDATE

- 1) Vidant Pungo Hospital
- 2) ECB Building Transfer
- 3) Government Center & Public Safety Center Repairs
- 4) Temporary Dispatch Unit
- 5) Potential Gift of 4 Acres from Bridgman Estate
- 6) Albemarle RPO
- 7) Hyde County Transit – Grand Opening and Ribbon Cutting

PUBLIC COMMENTS

The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

ADJOURN

SUPPLEMENTAL INFORMATION

Department Reports

Planning & Economic Development
Code Enforcement / Inspections
Tax
Health
Animal Control
Finance

Informational Items

Employee Tobacco Survey
Hyde County Board of Health Minutes

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Averi Simmons, Deputy Clerk**
Attachment: **Yes**

ITEM TITLE: **CONSIDERATION OF MINUTES**

SUMMARY: Attached are the September 3, 2013 Regular Meeting Minutes of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

1 **Meeting Minutes**

2 **Board of County Commissioners**
3 **Hyde County**

4
5 **Tuesday, September 3, 2013**
6

7 Chairman Barry Swindell called the Regular Meeting of the Hyde County Board of Commissioners
8 to order on Tuesday, September 3, 2013, in the Hyde County Government Center, Multi-Use Room,
9 and the Ocracoke School Commons Room using electronic conferencing equipment.

10 The following members were present on the mainland: Commissioners Anson Byrd, Earl Pugh, Jr.,
11 Dick Tunnell and Barry Swindell; Attorney Fred Holscher; County Manager Bill Rich; Deputy
12 Clerk to the Board Averil Simmons; and, members of the public.

13 The following members were present on Ocracoke: Commissioner John Fletcher, Public
14 Information Officer Sarah Johnson and members of the public.

15 Following opening prayer by Commissioner Dick Tunnell and pledge of allegiance, the meeting
16 was called to order.

17 **Agenda:**

18 Chairman Swindell asked for any changes to the September 3, 2013 meeting agenda.
19 Commissioner Pugh moved to approve the agenda as presented by the Deputy Clerk. Mr. Byrd
20 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh,
21 Tunnell and Swindell; Nays – None; Absent or not voting – None.

22 **Consideration of Minutes:**

23 Commissioner Byrd moved to approve the August 5, 2013 Regular Meeting Minutes of the Hyde
24 County Board of Commissioners as presented by the Deputy Clerk, with a change to page five, line
25 3 to say that Commissioner Tunnell moved to appoint Seldon Taylor to serve on the Swan Quarter
26 Sanitary District Board. Mr. Tunnell seconded the motion. The motion passed on the following
27 vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting –
28 None.

29 **Public Hearing:**

30 **Hyde County Transit – FY 14 NC-DOT Rural Operating Assistance Program (ROAP)**

31 (This public hearing was delayed due to the late arrival of the presenter. The public hearing was
32 held after the West Quarter and Swan Quarter Watershed Assessment presentation.)

1 Commissioner Pugh made a motion to open the public hearing. Mr. Byrd seconded the motion. The
2 motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays –
3 None; Absent or not voting – None.

4 Beverly Paul, Director of Hyde County Transit, gave an overview of the FY 14 ROAP grant
5 funding application.

6 The programs included in the Rural Operating Assistance Program application are:

7 1. Elderly & Disabled Transportation Assistance (EDTAP) Program provides operating
8 assistance for the public transportation of elderly and disabled citizens.

9 2. Employment Transportation Assistance Program provides operating assistance for the public
10 transportation of persons with employment related transportation needs.

11 3. Rural General Public (RGP) Program provides operating assistance for the public
12 transportation of persons living in non-urban areas of the county.

13 The period of performance for the Rural Operating Assistance Program funds is July 1, 2013
14 through

15 June 30, 2014. The FY2014 individual program totals are:

PROGRAM	TOTAL
EDTAP	\$46,067
EMPL	\$4,394
RGP	\$50,654
TOTAL	\$101,115

16 Ms. Paul stated that \$22,000.00 of the funds allocated for the Employment Transportation
17 Assistance and Rural General Public programs will be used as matching funds to obtain additional
18 funds for the Employment Transportation Assistance program to offer seasonal operation of the
19 transit system for weekend transportation of Hyde County residents who work weekends on the
20 Outer Banks.

21 Ms. Paul then asked for approval of the program application from the Board. Commissioner
22 Fletcher made a motion to approve the program. Mr. Byrd seconded the motion. The motion passed
23 on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or
24 not voting – None.

1 With no comments from the public, Commissioner Tunnell made a motion to close the public
2 hearing. Mr. Byrd seconded the motion. The motion passed on the following vote: Ayes – Byrd,
3 Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

4 **Public Comments:**

5 Chairman Swindell called for comments from the public.

6 Thomas Stores, Ocracoke – Asked for a re-appraisal of the parcel surrounding the Island Inn Villas.
7 Stated that the land currently is valued very high, but is used mostly for parking spaces.

8 **Items of Consideration:**

9 **Resolutions:**

10 **Resolution Supporting FWS Plan to Address Lake Mattamuskeet Water Issues**

11 At the August 5, 2013 Regular meeting of the Board of Commissioners, discussion and adoption of
12 a resolution opposing the manipulation of Lake Mattamuskeet’s water level was tabled in order to
13 allow time for a meeting between Manager Rich and Pete Campbell, Mattamuskeet National
14 Wildlife Refuge Manager to discuss the current conditions of the Lake. On August 13, 2013,
15 Manager Rich met with Mr. Campbell, Commissioner’s Pugh and Byrd, and Daniel Brinn of Hyde
16 County’s Soil and Water Conservation District to discuss how to approach these issues. The result
17 of this meeting was a revised resolution showing Hyde County’s support of and cooperation with
18 the U.S. Fish and Wildlife Service in their efforts to develop and implement a Comprehensive
19 Water Management Plan designed to restore the health and integrity of Lake Mattamuskeet over
20 time. Commissioner Fletcher moved to adopt the Resolution Expressing Support for the U.S. Fish
21 and Wildlife Service’s Proposed Plan to Cooperatively Address Lake Mattamuskeet Water Issues.
22 Mr. Byrd seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher,
23 Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

24 *Clerk’s Note: A copy of “Resolution in Support for the U.S. Fish and Wildlife Service’s (FWS) Proposed Plan
25 to Cooperatively Address Lake Mattamuskeet Water Issues” is attached herewith as Exhibit A and incorporated
herein by reference.*

26 **Appointment – Southern Albemarle Association Delegates**

27 Manager Rich presented the Board with a list of delegates for the Southern Albemarle Association’s
28 Annual Meeting to be held October 17, 2013 in Roper, NC. The Southern Albemarle Association is
29 a unique organization that remains a strong advocate for transportation improvements in Beaufort,
30 Dare, Hyde, Martin, Tyrrell, and Washington Counties. Commissioner Fletcher moved to approve
31 the delegates appointed. Mr. Pugh seconded the motion. The motion passed on the following vote:
32 Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

33 **Appointment – Mainland Occupancy Tax Board**

1 At its regularly scheduled meeting on July 1, 2013 the Board of Commissioners received
2 notification of Mr. Bill Lawrence's resignation from the Hyde County Mainland Occupancy Tax
3 Board. Mainland Occupancy Tax Board Chair Donna Spencer was made aware of the resignation,
4 and as of the August 5, 2013 regular meeting of the Board of Commissioners, a nominee had yet to
5 be named.

6 Commissioner Swindell moved to appoint Melissa Joyner to fill the vacant seat on the Mainland
7 Occupancy Tax Board. Mr. Byrd seconded the motion. The motion passed on the following vote:
8 Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

9 **West Quarter and Swan Quarter Watershed Assessment**

10 The Assessment for the West Quarter Special Service District is based on proximity to the dike and
11 is \$1.00, \$0.66, and \$0.33 per acre, respectively. This assessment amount has remained unchanged
12 since its adoption in August 1987. (Minute Docket Book 16, page 268) The income from this
13 assessment for 2012 was \$3907.31. The assessment for 2013 was \$3,950.56. Of the \$3,950.56
14 collected for West Quarter in 2013, \$4,010.25 was spent on general maintenance, leaving (-\$59.69)
15 to be pulled from West Quarter reserves.

16 The Assessment for Swan Quarter Special Service District is \$0.06 per \$100 property value as
17 adopted in June, 2010. The income for this assessment for 2012 was \$16,066.66. The income for
18 this assessment for 2013 was \$15,640.50. . Of the \$16,066.66 collected for Swan Quarter in 2012,
19 \$4,950.26 was spent on general maintenance, leaving \$11,116.40 to be rolled forward into reserves.
20 Of the \$15,640.50 collected for Swan Quarter in 2013, \$9,522.50 was spent on general maintenance
21 and CAMA & NRCS required treatment of the Coastal Mitigation Site, leaving \$6,118.00 to be
22 rolled forward into reserves.

23 A portion of the money collected goes towards annual general maintenance, while the remaining
24 funds are put in a fund for larger expenses and repairs.

25 The Swan Quarter Watershed Steering Committee met on Tuesday, June 4, 2013, for the purpose of
26 discussing Swan Quarter and West Quarter Dike. The committee reviewed yearly budget, operation
27 and maintenance issues on tide gates and current assessment rates. The Steering Committee's
28 recommendation to the Board of Commissioners was to change the West Quarter assessment to a
29 per \$100 tax value basis with the rate being set at \$0.35 per \$100 value, and to raise the Swan
30 Quarter assessment from \$0.06 per \$100 to \$0.10 per \$100 tax value.

31 J.W. Spencer, Chairman of the Board of Supervisors of the Hyde Soil & Water Conservation
32 District, stated that original intent of the dike was to prevent saltwater intrusion and protect
33 farmland from storm surge. During Hurricane Floyd in 1999 and Hurricane Isabel in 2003, the dike
34 also served to protect homes from storm surge. He stressed the importance of the rate increase, and
35 how those funds are needed to maintain and purchase the pumps and tide gates that help to keep out
36 those storm surges.

1 Attorney Holscher suggested that holding a public hearing would be appropriate prior to any rate
2 increase. The Board decided to table the discussion until the September 2013 regular meeting, when
3 a public hearing could be held to receive public comments. No action was taken.

4

5 **Propoasal for American Tower, LLC Collocation of Existing Wireless Telecommunications**
6 **Tower for AT&T Mobility**

7 Doug Ruwe of American Tower, LLC presented a proposal for the collocation of an existing
8 telecommunications tower located on Sadie Weston Road in Swan Quarter. This tower will be
9 upgraded to provide AT&T Mobility service. The upgrade will include the installation of nine (9)
10 new antennas and a new radio-based equipment shelter at the base of the tower. Commissioner
11 Fletcher made a motion to approve the collocation. Mr. Pugh seconded the motion. The motion
12 passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None;
13 Absent or not voting – None.

14 **Proposal from American Tower, LLC for Construction of Four (4) New Wireless**
15 **Telecommunications Towers for AT&T Mobility Service**

16 AT&T Mobility intends to extend its mobile coverage to Hyde County. American Tower, LLC has
17 submitted a proposal for the construction of four (4) 300' self-support wireless telecommunications
18 towers in Hyde County for AT&T. The location of these proposed towers are:

- 19 1) Just east of 20965 Hwy 264, Swan Quarter, NC on the property of Alla Sadler.
- 20 2) Just west of 540 Bishop Road, Scranton, NC on the property of Elton Winslow.
- 21 3) Just adjacent (north) of 685 Great Ditch Road, Engelhard, NC on the property of Walter
22 Gray Credle.
- 23 4) 800 feet south of 1008 Swamp Road, Engelhard, NC on the property of Benjamin Ray
24 Bonney, Jr.

25 Mr. Johnson provided a project overview. He stated that the four new sites would work together
26 with the existing tower being upgraded in Swan Quarter, the existing AT&T tower on Ocracoke
27 Island, as well as other existing and proposed new towers in surrounding counties to provide AT&T
28 Mobility wireless service in Hyde County and Eastern North Carolina.

29 The first three (3) tower/site proposals meet the requirements of Section III of Hyde County's
30 Wireless Telecommunications Ordinance. The fourth parcel, however, is small and cannot
31 accommodate the required setback. American Tower, LLC asked for a variance allowing the
32 setback to cross the existing property line, as Mr. Bonney owns the surrounding parcels as well. A
33 letter dated July 18, 2013 from Tom Johnson of Nexsen-Pruet, the law firm handling the proposals,
34 included a request for this variance. Section 40-231 outlines the procedure for a variance.

1 County Planner, Kris Noble, suggested that there should be a recombination of parcels or an
2 easement allowing the setbacks to cross the property line. Mr. Johnson stated that his intentions
3 were to obtain an easement.

4 Commissioner Fletcher moved to approve the three sites and proposals that are in accordance with
5 the Hyde County Telecommunications Ordinance, and to wait on approval of the fourth site until the
6 October 7, 2013 meeting in order for County Attorney Holscher to review the easement and give his
7 approval. Mr. Byrd seconded the motion. The motion passed on the following vote: Ayes – Byrd,
8 Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

9 **Silver Lake Mooring Field Update**

10 Manager Rich, and Jane Hodges, along with members of the Silver Lake Mooring Committee Tony
11 McGowan, Jack Whitehead, and Captain Rob Temple are working with the Army Corp of
12 Engineers (Corp) to develop a mooring field for Ocracoke's Silver Lake. An application was
13 submitted to the Corp for the mooring field, but was denied due to a lack of information. Justin
14 Gibbs, GIS Specialist is in the process of creating map that will show the individual areas for each
15 potential boat mooring. After completion of the map, a meeting will be set with the Corp to discuss
16 the project. Hyde County intends to pursue grant funding through the North Carolina Department of
17 Environment and Natural Resources - Division of Marine Fisheries' Boating Infrastructure Grant
18 Program to cover the costs of the proposed mooring field.

19 Commissioner Fletcher suggested that a public hearing be held on the project, so that Ocracoke
20 residents will have a chance to be informed of the project and submit comments. The Board agreed
21 that a public hearing should be in order after meeting with the Corp. No action was taken.

22 **CDBG – Contingency/Infrastructure – Engelhard Sewer Force Main Extension Construction**
23 **Contract Award**

24 The original project was to consist of supplying and installing a STEP sewer collection system
25 comprised of approximately 6829 feet of 6" DR 21 Sewer Force Main buried in ROW along US
26 264 to serve and supply 44 new STEP Septic Tanks with pumps, controls, and all appurtenances
27 including electrical connections and upgrades, piping, valves, saddles, attachment to existing home
28 sewer and gray water where separate, and destruction and filling of existing septic tanks. Areas of
29 ductile iron FM pipe may be required depending on local conditions.

30 Kris Noble, Planning & Economic Development Director, held a bid opening at the Hyde County
31 Government Center, 30 Oyster Creek Road, Swan Quarter, NC at 2:00 pm, Friday, August 23,
32 2013, and then at said office publicly opened and read aloud. The apparent low bidder was ELJ, Inc.
33 of Jacksonville, NC. Ms. Noble presented the board with a certified bid tabulation and award
34 recommendation from the Project Engineer.

1 The original bid amount exceeded the amount of funding allocated and the engineer has worked
2 with the apparent low bidder to negotiate the scope of work to a level that can be completed using
3 the \$450,000 in CDBG funds currently available.

4 Commissioner Tunnell made a motion to accept the bid from ELJ, Inc. and enter into a contract
5 with ELJ, Inc. for the above described services at a value not to exceed available grant funds,
6 pending County Attorney approval of said contract, and to Authorize County staff and Project
7 Engineer to hold a preconstruction conference and issue a Notice to Proceed following contract
8 execution. Mr. Byrd seconded the motion. The motion passed on the following vote: Ayes – Byrd,
9 Pugh, Tunnell and Swindell; Nays – Fletcher; Absent or not voting – None.

10 **185 Landing Road Redevelopment Project – Recommendation for Planning & Design Services**
11 **Contract**

12 This project is being funded by the State of North Carolina’s Waterfront Access Marine Industry
13 (WAMI) funds. The proposed project includes master planning for the redevelopment of a multi-
14 purpose / multi-use facility including deep water dockage access, ancillary structures and associated
15 site improvements for use by the commercial fishing industry as well as potential use for marine
16 research, educational interpretation and heritage ecotourism. The facility is to be located adjacent
17 to Swan Quarter Canal Basin, a deep water basin, on an approximate 0.52-acre tract leased from the
18 State of North Carolina located at 185 Landing Road, Swan Quarter, NC. This site was traditionally
19 utilized by local watermen for commercial fishing industry activities, but all prior structures have
20 been previously demolished.

21 Scope of services to be provided by the selected firm/individual include at a minimum: (a)
22 confirmation of boundary survey, easements/encroachments and conduct topographic survey
23 including adjacent deep water basin to extent necessary; (b) facilitate meeting of stakeholders
24 identified by the County during land planning process; (c) develop optional land planning concepts,
25 review with County staff and refine into a final conceptual site master development plan; (d)
26 facilitate environmental scoping reconnaissance meeting with applicable jurisdictional agencies; (e)
27 facilitate meeting of stakeholders identified by the County to identify appropriate operational
28 management strategy including management practices; (f) prepare preliminary opinion of probable
29 cost based on final conceptual site master development plan; (g) assist County in applying for and
30 acquiring CAMA and COE jurisdictional permits for proposed redevelopment activities, and; (h)
31 prepare a written report summarizing the redevelopment master plan including assessment of site,
32 description of proposed individual facilities/amenities, precedent images, environmental permitting
33 requirements, constraints and mitigation measures, cost opinion, and potential funding
34 opportunities.

35 After ranking four (4) submitted Statements of Qualifications, individual ranking sheets were
36 compiled, and the firm selected by the team was Land Design, Inc. Ms. Noble presented the Board
37 with copies of the qualifying proposal for review.

1 Mr. Fletcher made a motion to authorize County staff to execute a contract with LandDesign, Inc.
2 for the described services at a value not to exceed available grant funds, pending County Attorney
3 approval of the contract, and to proceed with the project immediately thereafter. Mr. Byrd seconded
4 the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and
5 Swindell; Nays – None; Absent or not voting – None.

6 **Lakeview Road Request For Paving**

7 Residents of the Lakeview community have requested assistance from the Hyde County Board of
8 Commissioners to have Lakeview Road paved. Clint Berry, Utilities Director, reported to the Board
9 that the cost of paving the road with two (2) inches of asphalt would be approximately \$155,000.00.
10 He stated that he thinks there would be no need for the relocation of utilities if the road was paved,
11 therefore not adding any additional costs. Until ALL property owners are in favor and are willing to
12 pay dues to support paving, there is nothing the county can do at this time.

13 **Outstanding Checks Update**

14 Corrinne Gibbs, Finance Officer, gave an update on the current list of outstanding checks on the
15 books that have not been cashed by the payee. She stated that any outstanding check over \$50.00
16 can be sent to the NC State Department of the Treasury for them to handle. The Finance Office has
17 sent letters to the individuals and business encouraging them to request another copy of the check
18 and to cash them.

19 **Request to Waive Building Permit Fees for Ocracoke Community Park**

20 Manager Rich reported that the committee in charge of building the Ocracoke Community Park and
21 Ball Field has requested a waiver of building permit fees as this is a non-profit construction project.
22 Commissioner Byrd made a motion approve the waiver of building permit fees. Mr. Tunnel
23 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh,
24 Tunnell and Swindell; Nays – None; Absent or not voting – None.

25 **Budget Matters**

26 Manager Rich approved administrative budget revision No. 02-14 in the amount of \$725.00 for
27 Home Health. He asked for Board approval on a second administrative budget revision for Solid
28 Waste in the amount of \$200.00, as it was to cover unexpected overtime costs. Commissioner Pugh
29 made a motion to approve the Solid Waste budget revision in the amount of \$200.00. Mr. Tunnell
30 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, Tunnell and
31 Swindell; Nays – Fletcher; Absent or not voting – None.

32 One departmental budget revision required Board approval:

33 Commissioner Fletcher moved to approve a budget revision for the Administrative Department in
34 the amount of \$48,000.00 for additional funding to the Hyde County Board of Education for Low
35 Wealth/Pre-k programs. Mr. Tunnell seconded the motion. The motion passed on the following

1 vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting –
2 None.

3 Management Reports

4 Before beginning the Management Reports, Chairman Swindell asked Manager Rich to explain the
5 issue of raises that were given to the Social Services Department's employees without the
6 knowledge of the Board. Manager Rich explained that the FY13-14 Social Services budget included
7 a 2.5% raise for all employees in that department. He stated that the money was found within the
8 Social Services Department's own budget and the total cost of the raises was less than the previous
9 fiscal year. Commissioner Byrd added that he had met with Gloria Spencer, Social Services
10 Director, and she explained that the additional funds were from the State and would be no cost to
11 the County. She also explained that her reasoning behind giving the raises were due to the
12 reclassification of all her employees by the State. This reclassification caused all employees to need
13 additional training and required them to take on additional duties.

14 Manager Rich stated that he had sent a memo to all Department Heads explaining the raises. He
15 also included in his memo that a cost of living raise hadn't been given to County employees in
16 many years, and that he wants to give raises across the board next fiscal year.

17 Chairman Swindell and Commissioner Byrd inquired as to how the raises would not cost the
18 County in future fiscal years. Ms. Spencer explained that the salary line will stay the same in the
19 coming years as it is this fiscal year.

20 Manager Rich then presented an update on various projects on-going in Hyde County and his
21 monthly meeting calendar.

- 22 • ECB Building – The original survey didn't include the site on which the generator was
23 located. The survey was re-done to include both lots, and both will be deeded to Hyde
24 County. The furniture has been removed, even though Manager Rich was told it would be
25 staying. Tom Davis will be handling the closing.
- 26 • FEMA Reimbursement – Spoke with Congressman Jones' staff about helping Hyde County
27 with our FEMA reimbursement from Hurricane Irene.
- 28 • ABC Board Member Terms – Meredith Nicholson – 3 years, Jim Piland – 2 years, Glenda
29 Williams – 1 year. After each member's first term, the terms will be a staggered 3 years.
30 Sales are up and financial reports are at the auditor's office.
- 31 • Public Safety & Government Center Repairs – On September 3, 2013, received a report
32 from PW Roofing and price for repairs is less than original estimate. Will be combining cost
33 of repairs with ECB financing and a possible computer system upgrade.
- 34 • Scenic Byway Grant Request – In 2011, the Scenic Byway Committee asked the Board for
35 matching grant funds. In 2012, the Committee came to the Board again asking for grant

1 matching funds in the amount onf \$12,000.00, in which the Board approved. No mention of
2 where those funds would come from, and Scenic Byway Committee is asking for the funds
3 now.

- 4 • Albemarle RPO/Ferry Tolls – The State has passed down to local transportation boards the
5 responsibility of determining if the ferry tolls will be changed. The Albemarle RPO now
6 will determine tolls. The State has combined all transportation funds from ferries and roads.

7
8 **Commissioner Reports:**

9 **Commissioner Byrd** – Met with the Big Game Committee in August; Wildlife Resources
10 Commission having a public hearing regarding changes to bear hunting regulations. Met with
11 Manager Rich and Steve Lambert from Albemarle RPO.

12 **Commissioner Tunnell** – Attended Chamber Issues Luncheon in August. Complimented Hyde
13 County Soil & Water for their hard work with limited funds and appreciates all their research.

14 **Commissioner Fletcher** – Looking into money making projects.

15 **Commissioner Pugh** – Attended the Chamber Issues Luncheon in August. Attended the Senior
16 Center Open House in July.

17 **Chairman Swindell** – Had a conference call with Beverly Paul regarding the Rural Operating
18 Assistance Grant Program. Received a call from Belhaven Mayor, Adam O’Neal, asking a
19 representative from Hyde County to attend meetings regarding the potential closing of Pungo
20 Vidant Hospital.

21 **Public Comments:**

22 Chairman Swindell called for comments from the public.

23 Sherriff David Mason – Stated that this fiscal year was the second year he hadn’t given his
24 employees raises, even with money left in his budget.

25 There being no further comments from the public, Chairman Swindell continued the meeting.

26 **Closed Session (none)**

27 **Adjourn**

28 With no further business, Commissioner Byrd made a motion to adjourn the meeting. Mr. Fletcher
29 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh,
30 Swindell and Tunnell; Nays – None; Absent or not voting – None.

31 The meeting adjourned at 7:50 p.m.
32

1 Respectfully submitted:
2
3 Minutes approved on the 7th day of October, 2013.
4

5
6 _____
7 Averi Simmons, Deputy Clerk
Hyde County Board of Commissioners

Barry Swindell, Chair
Hyde County Board of Commissioners

8 Attachments:

9 Exhibit A: *“Resolution in Support for the U.S. Fish and Wildlife Service’s (FWS) Proposed Plan to*
10 *Cooperatively Address Lake Mattamuskeet Water Issues”*

DRAFT

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Daniel Brinn**
Attachment: **Yes - Copy of Public Hearing Notice**

ITEM TITLE: **PUBLIC HEARING**

SUMMARY:

The Assessment for the West Quarter SSD is based on proximity to the dike and is \$1.00, \$0.66, and \$0.33 per acre respectively. This assessment amount has remained unchanged since its adoption in August 1987. (Minute Docket Book16, page 268) The income from this assessment for 2012 was \$3907.31. The assessment for 2013 was \$3,950.56.

The Assessment for Swan Quarter is \$0.06 per \$100 property value as adopted in June, 2010. The income for this assessment for 2012 was \$16,066.66. The income for this assessment for 2013 was \$15,640.50.

A portion of the money collected goes towards annual general maintenance with the remainder being put in a fund for larger expenses and repairs.

Of the \$3,950.56 collected for West Quarter in 2013 \$4,010.25 was spent on general maintenance leaving (-\$59.69) to be pulled from West Quarter reserves.

Of the \$16,066.66 collected for Swan Quarter in 2012 \$4,950.26 was spent on general maintenance leaving \$11,116.40 to be rolled forward in reserves.

Of \$15,640.50 collected for Swan Quarter in 2013, \$9,522.50 was spent on general maintenance and CAMA & NRCS required treatment of the Coastal Mitigation Site, leaving \$6,118.00 to be rolled forward in reserves.

The Swan Quarter Watershed Steering Committee met on Tuesday, June 4, 2013 @ 8:00 am for the purpose of discussing Swan Quarter and West Quarter Dike. The committee reviewed yearly budget, operation and maintenance issues on tidegates and current assessment rates.

The recommendation to the County Commissioners is as follows:

Change the West Quarter assessment to a per \$100 tax value basis with the rate being set at \$0.35 per \$100 value

Raise the Swan Quarter assessment from \$0.06 per \$100 to \$0.10 per \$100 tax value.

RECOMMEND: Receive comments.

NOTICE OF PUBLIC HEARING
TO BE HELD BY THE
HYDE COUNTY BOARD OF COMMISSIONERS
HYDE COUNTY, NORTH CAROLINA

Notice is hereby given that the Hyde County Board of Commissioners will hold a public hearing on Monday, October 7, 2013, at 6:00 pm, or as soon thereafter as the agenda will allow, in the Multi-Use Room of the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC. The purpose of this hearing is to gather public input in raising West Quarter/Double & Bay and Swan Quarter Watershed current assessment rates.

All interested citizens are encouraged to attend this public hearing, and all comments are welcome. Anyone wishing to submit written comments should do so by submitting them directly or by mail to Ms. Averil Simmons, Deputy Clerk to the Hyde County Board of Commissioners, 30 Oyster Creek Road, PO Box 188, Swan Quarter, NC 27885, no later than 5:00 pm on October 4, 2013.

Persons with disabilities or who otherwise need assistance should contact Averil Simmons at 252/926-4474 or asimmons@hydecountync.gov (TDD # 919/807-4420 or Relay North Carolina TTY# 1-800-735-2962) by Friday, October 4, 2013. Accommodations will be made for all who request assistance with participating in the public hearing.

This information is available in Spanish or any other language upon request. Please contact Averil Simmons, Deputy Clerk to the Board, at 252/926-4474, or at the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Averil Simmons, Deputy Clerk to the Board, al 252/926-4474 o en Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, de alojamiento para esta solicitud.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Citizens**
Attachment: **No**

ITEM TITLE: **PUBLIC COMMENTS**

SUMMARY: Citizens are afforded an opportunity at this time to comment on issues they feel may be of importance to the Commissioners and to their fellow citizens.

Comments should be kept to (3) minutes and directed to the entire Board, not just one individual Commissioner, staff member or to a member of the audience.

Time for one person cannot be used by another person.

Comments that reflect the need for additional assistance will be directed to the County Manager or referred to a future meeting agenda.

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Manager Bill Rich**
Attachment: **No**

ITEM TITLE: **EMPLOYEE RECOGNITION – GLEN CREDLE**

SUMMARY:

Glen Credle is a Hyde County native from the Sladesville community. Glen has been married to his wife Valerie for 37 years and has 2 boys. He graduated from Mattamuskeet High School in 1972 and attended Elizabeth State University for two and a half years. Glen worked for Hamilton Beach for six years and then later joined the Hyde County family when he became a dispatcher for the Hyde County Sheriff's Office. Glen worked for the Sherriff about one year before transferring to the Water Department where he has been ever since.

As of October 22, 2013 Glen will have worked for Hyde County for 29 years. Glen was asked to be present at the North Carolina Waterworks Operator Association annual meeting in Raleigh this year where he was presented with a Life Membership Certificate of Achievement.

RECOMMEND: **Congratulations.**

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Manager Bill Rich**
Attachment: **Yes - Resolution**

ITEM TITLE: **RESOLUTION OUTLINING SERVICES REQUESTED FROM
VIDANT AT ALTERNATIVE FACILITY**

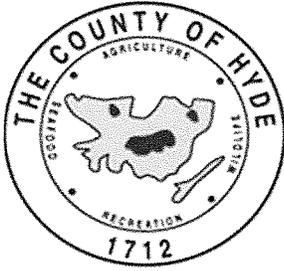
SUMMARY: A resolution is attached for Board consideration.

RECOMMEND: Discussion and adoption.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.



**BOARD OF COMMISSIONERS
OF THE COUNTY OF HYDE
NORTH CAROLINA**

RESOLUTION

OUTLINING SERVICES REQUESTED FROM VIDANT AT ALTERNATIVE FACILITY

WHEREAS, Hyde county currently relies on transporting patients to Vidant Pungo District Hospital for emergency services and;

WHEREAS, 40.1% of all billable emergency transports to Vidant Pungo District Hospital by Hyde County EMS during the Calendar year 2012 were transmitted to Medicare for payment and were reimbursed at a 24.2% collection rate, totaling \$133,946.16 in revenue;

WHEREAS, 12.6% of all billable emergency transports to Vidant Pungo District Hospital by Hyde County EMS during the Calendar year 2012 were transmitted to private insurance for payment and were reimbursed at a 7.8% collection rate, totaling \$42,848.09 in revenue;

WHEREAS, Vidant Pungo District Hospital has announced the closing of the current facility and the construction of an alternative urgent care facility;

WHEREAS, the new proposed facility will not offer blood, CAT scans, hospital beds and other necessary emergency room services;

WHEREAS, the new proposed facility will not meet Medicare's approved destination requirements, thus preventing future reimbursements totaling approximately \$250,000 per calendar year;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hyde County Board of Commissioners that the owners of Vidant Pungo District Hospital consider the life and well-being of Hyde County citizens by offering an alternative urgent care facility in the place of Vidant Pungo District Hospital that meets the criteria necessary to:

- a. Provide services that are adequate to receive patients by ambulance and provide air intercept to other facilities in cases where more advanced treatment is necessary and;
- b. Provide a facility coded as an approved destination so that EMERGENCY SERVICES provided by Hyde county ems are reimbursable through Medicare and private insurance.

Duly adopted this the 7th day of October, 2013.

Attested by:

Barry Swindell, Chairman
Hyde County Board of Commissioners

Averi Simmons, Deputy Clerk
Hyde County Board of Commissioners

Frequently Asked Questions Regarding Vidant Pungo Hospital



Q: Why did you make the decision to close the hospital now?

When Vidant Pungo Hospital joined Vidant Health in 2011, it was known that the facility was suffering the effects of age and the environment in which it was located. We have spent hundreds of thousands of dollars each year to correct and maintain the integrity and safety of the building, yet the condition continues to slowly deteriorate and is approaching the level that will not allow safe care. Anything more than minor structural damage due to a storm would not allow us to continue to occupy the building. If such an event was to occur, the community would be left without a facility for care. The new facility will be on higher ground and able to sustain care for the foreseeable future.

Q: When will the new facility open, and what services will be offered?

We expect to break ground on the new facility within the next few months, with construction anticipated to last 18 months. This will be a multispecialty clinic that offers primary and specialty care, as well as urgent care, available 24/7. Patients can receive treatment for a variety of conditions such as sprains, broken bones, sinus and ear infections and asthma. Outpatient services currently offered, such as radiology, labs and physical therapy, will continue to be offered. Inpatient services will no longer be provided. The construction costs of the facility will be more than \$4 million, and will include an adjacent helipad. There will be no gaps in service during the transition period.

Q: What services will be available once the hospital closes?

With the closing of the hospital, services will be temporarily transitioned to local Vidant Medical Group physician practices. These services include radiology, physical therapy, labs, specialty clinics and 24 hour-a-day care.

Q: Why can't the hospital remain open while you are building the new facility?

Given the physical condition of the current facility, the expenditures required to maintain the integrity and safety of the currently facility are significant and occur on a monthly basis. Any funds spent maintaining the current facility will not be available for investment in the new facility.

We need to place current patients in other facilities as soon as possible. As we begin to relocate the patients, we will reach a point where it doesn't make sense to maintain the current facility from a patient volume perspective. There will be a transition period for all of this to take place. As patient volumes drop, we will be working to assist employees in finding new jobs.

Q: What will happen when I call 911 during an emergency once the hospital is closed?

As is currently the case when someone calls 911, you will be transported to the closest appropriate facility based on each county's emergency management triage protocols and destination plan. We continue to work with county and state emergency management officials to clarify what these protocols and plans are. Initial meetings have already been held and will continue as we work through regulatory issues with the Office of Emergency Management.

Q: Was there community involvement prior to the decision being made?

We met with the local Vidant Pungo Hospital Director's Council and the Pantego Creek LLC. We shared information with these groups on all the issues and current usage data. We received feedback and understanding on the issues and decisions that needed to be made.

Q: Who voted on the final decision?

The Vidant Pungo Hospital Board of Directors, which is also the governing body of Vidant Community Hospitals, voted unanimously to approve to build a new multispecialty clinic and close the hospital.

Q: Where will the new facility be located?

We are still assessing proposed sites, but the new facility will be located in the Belhaven area.

Q: What will happen to patients currently receiving long-term inpatient care at the hospital?

We have nine patients currently receiving long-term inpatient care at the hospital. We are in the process of finding alternate accommodation for these patients. Finding them appropriate care is paramount. We will not close the hospital until we secure their continuation of care.

Q: What is being done to help the Vidant Pungo Hospital employees affected by this closure?

We are working to place all Vidant Pungo Hospital staff in other positions across the Vidant Health system. All placements are being coordinated through Vidant Health Human Resources. We are also providing assistance with resume writing, interview skills and other job search related needs to assist those who choose not to continue employment with Vidant Health.

Q: Why won't there be a new hospital?

We looked at a number of options and neither the community nor Vidant Health can afford to sustain the losses incurred by the hospital.

Q: Where are the current Vidant Medical Group practices located in the area?

Vidant Family Medicine-Belhaven (Allen Street)

Dr. Mark Beamer

Vidant Family Medicine-Belhaven (Haslin Street)

Dr. Charles Boyette

Vidant Family Medicine-Belhaven (Water Street)

Dr. Gregory Jones

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 7, 2013
Presenter: Manager Bill Rich
Attachment: Yes

ITEM TITLE: PROCLAMATION: OCTOBER AS NATIONAL DOMESTIC VIOLENCE AWARENESS MONTH

SUMMARY: Hyde County Hotline has asked that the Board sponsor an official proclamation to recognize October as Hyde County's National Domestic Violence Awareness Month.

A letter from Kathy Balance, Executive Director of Hyde County Hotline, and a proclamation are attached for Board consideration.

RECOMMEND: Discussion and adoption.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Hyde County Hotline, Inc.
Crisis Intervention, Advocacy and Prevention
Domestic Abuse and Sexual Victimization
PO Box 335
Engelhard, North Carolina 27824

LETTER REQUESTING A PROCLAMATION

Bill Rich
County Manager
30 Oyster Creek Rd
Swan Quarter, NC 27885

September 16, 2013

Dear Mr. Rich,

October is *National Domestic Violence Awareness Month*. This month provides an excellent opportunity for our County to demonstrate its support in ending domestic violence and to support the numerous victims who are among us. Moreover, it is a wonderful opportunity to educate the public on the seriousness of domestic violence and the prevalence of this epidemic in our lives.

Hyde County Hotline would be honored if you would sponsor an official proclamation to recognize October as Hyde County's *National Domestic Violence Awareness Month*. Your proclamation would lend official recognition to the important work of educating the public on domestic violence, as well as emphasize your personal commitment to ending this crime. I have enclosed a sample proclamation which may help your office compose the appropriate proclamation for our County.

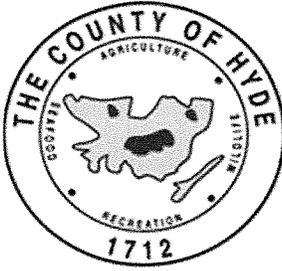
If you or your staff have any questions concerning the request, the sample proclamation, or *National Domestic Violence Awareness Month*, please call me at 252-925-2502. I will follow-up with your office on this request in the next few days. As always, we appreciate your support of *National Domestic Violence Awareness Month* and the ending of domestic violence.

Sincerely,



Kathryn S. Ballance
Executive Director

Enclosure



**BOARD OF COMMISSIONERS
OF THE COUNTY OF HYDE
NORTH CAROLINA**

PROCLAMATION

Whereas, the crime of domestic violence violates an individual's privacy and dignity, security and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse including abuse to children and the elderly.

Whereas, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial and societal barriers, and are supported by societal indifferences, and

Whereas, the impact of domestic violence is wide ranging, directly effecting individuals and society as a whole, here in this community, throughout the United States and the world, and

Whereas, it is battered women themselves who have been in the forefront of efforts to bring peace and equality to the home.

Now therefore, in recognition of the important work done by domestic violence programs, I do hereby proclaim the month of October to be *National Domestic Violence Awareness Month* and urge all citizens to actively participate in the scheduled activities and programs to work toward improving victim safety and holding perpetrators of domestic abuse accountable for their actions against individual victims and our society as a whole.

Duly adopted this the 7th day of October, 2013.

Attested by:

Barry Swindell, Chairman
Hyde County Board of Commissioners

Averi Simmons, Deputy Clerk
Hyde County Board of Commissioners

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Manager Bill Rich**
Attachment: **Yes**

ITEM TITLE: **Appointment to Ocracoke Community Center Board**

SUMMARY: The Ocracoke Community Center Board requests that the seat formerly held by David Bundy be filled with Mel Perez.

RECOMMEND: **APPROVE MEL PEREZ FOR APPOINTMENT TO THE**
OCRACOKE COMMUNITY CENTER BOARD.

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Votes: Barry Swindell Dick Tunnell Anson Byrd John Fletcher Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Manager Bill Rich**
Attachment: **Yes**

ITEM TITLE: **Appointment to Partnership for the Sounds Board**

SUMMARY: The Partnership for the Sounds Board requests Manager Rich to be added as a Board member.

RECOMMEND: **APPROVE MANAGER RICH FOR APPOINTMENT TO THE PARTNERSHIP FOR THE SOUNDS BOARD.**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Vote: Barry Swindell Dick Tunnell Anson Byrd John Fletcher Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: October 7, 2013
Presenter: Wesley P. Smith, Health Director
Attachment: Yes

ITEM TITLE: **Appointments to Hyde County Child Fatality Prevention Team (CFPT)**

SUMMARY: Hyde County Health Department is in the process of reviewing active membership on the Child Fatality Prevention Team (CFPT), and needs two appointments to the team. North Carolina Child Fatality Prevention System General Statute, Article 14, 7B-1407 (copy attached) provides for representatives from the following be appointed by the County Commissioners:

- An emergency medical services provider or firefighter
- A parent of a child who died before reaching the child's eighteenth birthday

RECOMMEND: **APPROVE THE FOLLOWING INDIVIDUALS FOR APPOINTMENT:**

- **Jeffery C. Hibbard, EMT – emergency medical services provider or firefighter**
- **Debbie Swindell – parent of a child who died before reaching the child's eighteenth birthday**

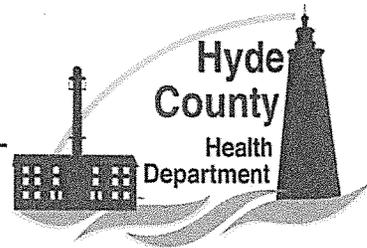
Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Notes: Debbie Swindell, Dick Tunnell, Anson Byrd, John Fletcher, Earl Pugh, Jr.

Hyde County Health Department

P.O. Box 100
1151 Main Street
Swan Quarter, N.C. 27885

Phone (252) 926-4200
Fax (252) 926-0021



*From the Lodge to the Lighthouse
We're striving for a healthier Hyde*

*Wesley P. Smith
Health Director*

September 27, 2013

County of Hyde
Board of Commissioners
P. O. Box 188
Swan Quarter, NC 27885

Dear Commissioners:

As Director of the Hyde County Health Department, I am writing to request your help.

We are in the process of reviewing active membership of our Child Fatality Prevention Team (CFPT), and need two appointments to our team, as mandated in Article 14, 7B-1407. The two positions we need to fill are for (1) an **emergency medical services provider or firefighter**; and (2) a **parent of a child who died before reaching the child's eighteenth birthday**. The team is requesting the appointment of Jeffrey C. Hibbard, EMT to fill the first position and Debbie Swindell to fill the second position on our team. Please confirm these appointments in writing as soon as is feasible.

Local CFPTs review medical examiner reports, death transcripts, police reports and other records for deceased county residents under age 18 whose fatalities are not due to abuse and neglect. Members discuss outcomes of services and circumstances surrounding the child's death, and are responsible for providing information from their agency records about each child's death. The CFPT will rely on members to provide perspective and insight from the vantage point of their agencies and experiences.

Because information and member participation are critical components to the development of effective recommendations to protect our county's children, please consider appointing Mr. Hibbard and Ms. Swindell at your next scheduled board meeting. Our team meets quarterly in conjunction with the county's Community Child Protection Team (CCPT). Our next meeting is scheduled for December 2013.

Please call me at (252) 926-4387 if you have any questions. I look forward to your response and thank you in advance.

Sincerely,

A handwritten signature in black ink, appearing to read "Wesley P. Smith".

Wesley P. Smith
Health Director

Attachment: Article 14, 7B-1407

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 7, 2013
Presenter: Wesley P. Smith, Health Director
Attachment: Yes

ITEM TITLE: Reappointments to Hyde County Board of Health

SUMMARY: At the quarterly meeting held on September 24, 2013 the Hyde County Board of Health recommended the reappointment of the following board members to their respective second (2nd) three (3) year term of office: (1) Cheryl Ballance – Registered Nurse and (2) Randy Hignite – ILO (in lieu of) a Pharmacist. The first three year term of office for both of these Board members expired in July of 2013, and both agreed to serve a second three year term.

RECOMMEND: APPROVE REAPPOINTMENTS OF CHERYL BALLANCE AND RANDY HIGNITE TO A SECOND, THREE-YEAR TERM ON THE HYDE COUNTY BOARD OF HEALTH, TO EXPIRE OCTOBER OF 2016

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Kris Noble**
Attachment: **No**

ITEM TITLE: **Appointment to Revolving Loan Fund Committee**

SUMMARY: The County Manager typically serves as a member of the Revolving Loan Fund Committee. The Planner requests Mr. Rich's appointment to the RLF Committee.

RECOMMEND: **APPROVE COUNTY MANAGER RICH FOR APPOINTMENT TO THE REVOLVING LOAN FUND COMMITTEE.**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Carried ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Dr. Latimore, Hyde County Schools Superintendent**
Attachment: **No**

ITEM TITLE: **Board of Education FY 14-15 Projected State Shortfalls**

SUMMARY:

Dr. Latimore, Hyde County Schools Superintendent will present to the Board on projected shortfalls the Board of Education expects to experience in FY 14-15.

RECOMMEND: **REVIEW OF PRESENTATION.**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Vote: _____

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Adam O'Neal, Belhaven Town Mayor**
Attachment: **No**

ITEM TITLE: **Vidant Pungo District Hospital Closing**

SUMMARY:

Adam O'Neal, Mayor of Belhaven will present to the Board on the Vidant Pungo District Hospital Closing.

RECOMMEND: **REVIEW OF PRESENTATION.**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Justin Gibbs, Emergency Management/ EMS**
Attachment: **No**

ITEM TITLE: **Vidant Pungo District Hospital Closing**

SUMMARY:

Justin Gibbs will present to the Board on the Vidant Pungo District Hospital Closing.

RECOMMEND: **REVIEW OF PRESENTATION.**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Vote: Barry Swindell Dick Tunnell Anson Byrd John Fletcher Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Daniel Brinn**
Attachment: **No**

ITEM TITLE: **RATE INCREASE BASED ON SWAN QUARTER & WEST QUARTER DIKE ASSESSMENTS**

SUMMARY:

The Assessment for the West Quarter SSD is based on proximity to the dike and is \$1.00, \$0.66, and \$0.33 per acre respectively. This assessment amount has remained unchanged since its adoption in August 1987. (Minute Docket Book16, page 268) The income from this assessment for 2012 was \$3907.31. The assessment for 2013 was \$3,950.56.

The Assessment for Swan Quarter is \$0.06 per \$100 property value as adopted in June, 2010. The income for this assessment for 2012 was \$16,066.66. The income for this assessment for 2013 was \$15,640.50.

A portion of the money collected goes towards annual general maintenance with the remainder being put in a fund for larger expenses and repairs.

Of the \$3,950.56 collected for West Quarter in 2013 \$4,010.25 was spent on general maintenance leaving (-\$59.69) to be pulled from West Quarter reserves.

Of the \$16,066.66 collected for Swan Quarter in 2012 \$4,950.26 was spent on general maintenance leaving \$11,116.40 to be rolled forward in reserves.

Of \$15,640.50 collected for Swan Quarter in 2013, \$9,522.50 was spent on general maintenance and CAMA & NRCS required treatment of the Coastal Mitigation Site, leaving \$6,118.00 to be rolled forward in reserves.

The Swan Quarter Watershed Steering Committee met on Tuesday, June 4, 2013 @ 8:00 am for the purpose of discussing Swan Quarter and West Quarter Dike. The committee reviewed yearly budget, operation and maintenance issues on tidegates and current assessment rates.

The recommendation to the County Commissioners is as follows:

Change the West Quarter assessment to a per \$100 tax value basis with the rate being set at \$0.35 per \$100 value

Raise the Swan Quarter assessment from \$0.06 per \$100 to \$0.10 per \$100 tax value.

RECOMMEND: Implement suggested rate increases.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: October 7, 2013
Presenter: Wesley P. Smith, Health Director
Attachment: Yes

ITEM TITLE: **Positive Parenting Program (Triple P) Funding Collaborative with Beaufort County - Hyde County Health Department as Fiscal Agent**

SUMMARY: Hyde County is one of four (4) counties in North Carolina selected to participate in the Early Learning Challenge Grant, a federally funded initiative of the U. S. Department of Education and the U. S. Department of Health and Human Services. The grant includes a number of projects designed to improve learning and development for young children, including the Early Childhood Transformation Zone. One of the Transformation Zone Strategies is the family strengthening strategy “Positive Parenting Program (Triple P). Funding for this program will flow through one of the local health departments in the collaborating counties (cluster). Hyde County will be collaborating with Beaufort County on Triple P, with Hyde County Health Department (HCHD) acting as the Fiscal Agent for the collaborative. As the Fiscal Agent, HCHD will be responsible for hiring one (1) Full Time Equivalent (FTE) Triple P Coordinator that will oversee implementation of the program in Beaufort & Hyde Counties, and will receive funding to cover the salary, fringe and operating overhead for this program. There is no local match required from the County of Hyde, and the funding will continue until December 31, 2015 and possibly into 2016 if there are funds remaining at the end of 2015.

RECOMMEND: **APPROVE HYDE COUNTY HEALTH DEPARTMENT AS THE FISCAL AGENT FOR THE BEAUFORT/HYDE TRIPLE P COLLABORATIVE, INCLUDING ACCEPTANCE OF FUNDING**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Vote: _____

North Carolina Early Learning Challenge Grant: Transformation Zone

WHY?

This initiative will work to build local capacity to dramatically improve outcomes for children so that every child comes to kindergarten ready to succeed in school and in life.

WHERE?

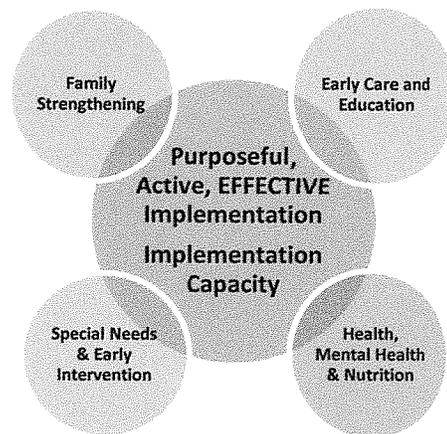
Beaufort, Bertie, Chowan and Hyde

WHAT?

The Early Learning Challenge Grant is a federally funded initiative from the U.S. Dept. of Education and U.S. Dept. of Health and Human Services. The grant includes a number of projects designed to improve learning and development for young children, including the **Early Childhood Transformation Zone**.

Transformation Zone Strategies:

- **Strengthen existing systems/resources and strengthen connections between system components**
- **Universal home visiting program:**
Northeast Connects
- **Family strengthening strategy:**
Positive Parenting Program (Triple P)
- **Literacy strategies:**
Reach out and Read and Motherread
- **Child Care quality improvement:**
Infant/Toddler Project, Healthy Social Behavior Project, and Child Care Health Consultation



HOW?

Purposeful, Active, Effective Implementation

- Intentional attention to key activities across implementation process
- Intentional development of necessary infrastructure to install, sustain, and improve effective early childhood strategies

Change the system

- Policy-Practice Feedback Loops at the state and local levels to increase policy and practice alignment

WHO?

State and County Leadership and Implementation teams

- Collaborative decision-making to develop or enhance the functioning of the early childhood system
- Investment in the development of capacity to support effective implementation and scale-up of any "scale-worthy" approach
- Grant-funded County Implementation Coach

WHEN?

The award period of the Early Childhood Transformation Zone is January 2012 – December 2015. County leadership team meetings will be held on a monthly basis to discuss Transformation Zone activities.

TO: Local Health Directors in North Eastern North Carolina
FROM: Marshall Tyson, Manager
Health and Wellness Unit
NC Division of Public Health
RE: Triple P (Positive Parenting Program) Funding Opportunity

Recently you were invited to participate in a webinar that provided details about a unique funding opportunity for your community. NC's Race to the Top—Early Learning Challenge grant includes funding for the implementation of Triple P in 17 Tier One counties in Northeastern North Carolina (Bertie, Chowan, Beaufort, Hyde, Vance, Warrant Halifax, Northampton, Hertford, Camden, Edgecombe, Martin, Washington, Tyrell, Greene, Lenoir and Jones Counties). In addition we are adding to this list, Pitt and Nash Counties, as they provide regional support for many of the smaller Tier One counties. Following are two links to webinars. The first is a brief announcement about the funding opportunity. The second is an overview of the Triple P System by Sara van Driel, Triple P America.

Triple P (Positive Parenting Program) Funding Opportunity
<https://childrenandyouth.ncgovconnect.com/p58022754/>

Triple P (Positive Parenting Program) Overview
<https://childrenandyouth.ncgovconnect.com/p78518123/>

As stated in the webinar, the next steps are:

1. To determine how counties will cluster together (two or three counties, coming together to share one local Triple P coordinator position and to implement Triple P as a single initiative across the cluster).
2. Determine which health department in the cluster will receive the fund (be the fiscal agent). The selected health department can also be the lead implementing agency for the cluster or can sub-contract any or all of the work to another agency in the cluster.
3. At a minimum, these decisions should be made with the help of your local DSS director and the Executive Director of the local Smart Start Partnership.
4. If you have already made these decisions at the local level after hearing the webinar, you can reply back to this email with the following information: (a) which counties you propose for your cluster, (b) which local health department will be the fiscal agent, and (c) will the local health department be the implementing agency or will you be sub-contracting the work to another local agency.

I will be following up with you in the next few days to see how I can help facilitate decisions at the local level. Our goal is to have this funding available to counties by October 1, 2013.

Marshall Tyson, MPH
NC Department of Health and Human Services
Manager, Health and Wellness Unit, Children and Youth Branch, Division of Public Health
5601 Six Forks Road
Raleigh, NC 27609
(Office) 919-707-5640
(Fax) 919-870-4880
Marshall.Tyson@dhhs.nc.gov
www.ncdhhs.gov/dph

**What is
Triple P – Positive Parenting Program**

The Triple P--Positive Parenting Program is a multi-level preventive intervention system designed to invoke personal responsibility in families. Triple P draws on social learning, cognitive-behavioral and developmental theory, as well as research into risk and protective factors associated with the development of social and behavioral problems in children.

The Problem

- High incidence of child maltreatment
- Increased behavioral health issues in young children
- Increased incidence of toxic stress
- Parenting challenges (e.g., child aggressive behavior, fears and anxiety, post-traumatic stress, Attention Deficit Hyperactivity Disorder, Oppositional Defiant Disorder)

THE NUMBERS

In the United States Clinical Trials (South Carolina, 2009):

The US Triple P System Population Trial found that making Triple P available to all parents in a county (not just those parents at risk) led to:

- Fewer hospital-treated injuries related to child abuse (17% lower)
- Fewer out-of-home placements (16% lower)
- 22% less substantiated child maltreatment

This was in comparison to control counties without access to Triple P.

In a further analysis of this trial, E. Michael Foster reported that **the cost of delivering Triple P universally would be recovered in a single year by reducing by just 10 percent** the number of families in which abuse and neglect occurred, thus reducing and preventing behavioral health problems in children and youth.

Most recently, the Washington State Institute of Public Policy calculated that delivering Level 4 Standard Triple P to parents **could save a community \$1788 per participant, by reducing child mental health problems.**

According to the most recent cost study in the 2009 US clinical trials, a public-health rollout of Triple P could save the community an additional **\$722 per participant, by preventing child abuse and neglect.** Using potential savings in child maltreatment costs alone makes Triple P one of the most cost-effective programs available, delivering **savings of \$6.06 for every dollar spent.**

Factor in the savings across many of the other areas of Triple P which includes a positive impact on (parents' mental health and relationships, children's behavior at school etc.) and the savings could realistically be expected to be compounded and ongoing.

According to the most recent 2009 cost study, the cost to implement Triple P is \$12.74 per child, ages 0-12. (\$11.74 per child to train providers + \$1.00 per child for the social marketing campaign).

The majority of the cost of implementing Triple P is expended during the first three years of the program as staff from all community child-serving agencies and providers are trained, but the prevention of costly mental health disorders begins as soon as providers complete their initial training. Beyond the first three years of Triple P implementation in a community, maintenance funding is required to train newly hired providers and to provide ongoing peer support for trained providers.

Implementation of Triple P in North Carolina

Currently 31 counties are funded to implement Triple P for either families with children birth to five years of age or birth to 16 years of age, depending on the funding source; current funding sources include Federal Title V funding with matching state appropriations, federal grant funding, and foundation funding.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Wesley P. Smith, Health Director**
Attachment: **Yes**

ITEM TITLE: **Revisions/Additions to Fee Schedule Approved for FY 2011-2012**

SUMMARY: At the quarterly meeting held on September 24, 2013 the Hyde County Board of Health approved revisions and/or additions to the Fee Schedule previously approved for fiscal year 2011-2012, with an effective date of April 1, 2013. Local health departments must receive approval of both the Board of Health and Board of County Commissioners for new or revised fee schedules.

RECOMMEND: **APPROVE ATTACHED REVISED FEE SCHEDULE**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Vote: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Hyde County Health Department

P.O. Box 100
1151 Main Street
Swan Quarter, N.C. 27885

(252) 926-4200



*From the Lodge to the Lighthouse
We're striving for a healthier Hyde*

*Wesley P. Smith
Health Director*

Revisions/Additions to Fee Schedule Approved for Fiscal Year 2011-2012

CPT	Description	Fee
J7307	Nexplanon	\$630
11981	Nexplanon Insertion	\$113.00
11982	Nexplanon Removal	\$198.00
11983	Nexplanon Removal and Insertion	\$211.00
36416	Capillary	\$7.00
57170	Diaphragm Fitting	\$118.00
87621	HPV Testing on Pam Smear	\$44.68
87804	Rapid Influenza Test	\$21.00
87880	Rapid Strep Test	\$26.00
88142-90	Pap Smear (Non-Medicaid)	\$14.41
90675	Rabies Vaccine	PVF
90471	Vaccine Admin 1st	\$13.71*
90472	Vaccine Admin 2nd	\$13.71*
90473	Vaccine Admin oral/nasal	\$13.71*
90474	Vaccine Admin oral/nasal in addition to 90471 or 90473	\$13.71*

*Note – Current administration fee for vaccines. According to our State Immunization Branch, the administration fee is likely to increase to \$20.45 this fiscal year, however until DMA updates their Medicaid fee list, the pricing remains \$13.71. Once DMA updates the Medicaid rates, these fees will increase to \$20.45.

PVF = Private Vaccine Fees Supplied to Patients not Qualifying for State-Supplied Vaccine (Based on Original Cost at Time of Purchase)

These revisions/additions to the Fee Schedule for Fiscal Year 2011-12, with an effective date of April 1, 2013, was reviewed and approved by the Hyde County Board of Health and Hyde County Board of Commissioners on the below respective dates:

**Revisions/Additions to Fee Schedule Approved for
Fiscal Year 2011-2012**

Randy Hignite
Chair, Hyde County Board of Health

9-24-13
Date

Chair, Hyde County Board of Commissioners

Date

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Kris Noble, Planning & Economic Development Director**
Attachment: **Yes – Tower Setback Easement**

ITEM TITLE: **Easement for Benjamin Bonney & Nexsen-Pruett/ At&T Tower Site
Variance**

SUMMARY:

AT&T Mobility intends to extend its mobile coverage to Hyde County. American Tower, LLC is proposing the construction of four (4) 300' self-support wireless telecommunications towers in Hyde County for AT&T. Three towers were approved at the September Board meeting. The fourth is located 800 feet south of 1008 Swamp Road, Engelhard, NC on the property of Benjamin Ray Bonney, Jr. The parcel was too small to accommodate the required setback. American Tower, LLC requested a variance allowing the setback to cross the existing property line, as Mr. Bonney owns the surrounding parcels as well. It was agreed that representatives from American Tower would work with County Attorney Holscher to create a Tower Setback Easement for the property.

RECOMMEND: **DISCUSSION AND APPROVAL.**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Prepared by and Return to:
Thomas H. Johnson, Jr., Attorney
Nexsen Prust, PLLC
4141 Parklake Avenue, Suite 200
Raleigh, NC 27612

STATE OF NORTH CAROLINA

TOWER SETBACK EASEMENT

COUNTY OF HYDE

THIS TOWER SETBACK EASEMENT (the "Agreement") is granted this the ___ day of _____, 2013, by BENJAMIN RAY BONNEY and wife, WANDA O. BONNEY of Hyde County, NC (the "Grantors") to AMERICAN TOWERS LLC, a Delaware limited liability company authorized to do business in the State of North Carolina (the "Grantee").

RECITALS:

A. Grantors are the fee simple owner of that certain tract of real property located in Hyde County, North Carolina and more particularly described in that certain deed of record in Deed Book 203 at Page 98 in the Office of the Hyde County Register of Deeds (Tax Parcel #21 13) (hereinafter "Tower Parcel").

B. Grantee has leased a portion of the Tower Parcel under a Lease Agreement dated August 20, 2013, which leased area includes a 100 foot by 100 foot compound (hereinafter "Compound") together with an access and utilities easement 30 feet in width (hereinafter "Access and Utilities Easement") from Swamp Road (NCSR 1315) to the Compound for the purposes of erecting a 300 foot wireless telecommunications tower (hereinafter "Tower") on the Tower Parcel.

C. Section 40-226 of the Hyde County Wireless Telecommunications Facilities Ordinance requires a setback from the center of the Tower to the property line equal to one-half of the Tower's height or, in this situation, 150 feet.

D. The Tower Parcel is not wide enough to meet the setback requirement but the Grantors own the adjoining properties to the west (Tax Parcel #S1 12, hereinafter "West Parcel") and east (Tax Parcels #S1 14 and #S1 14A, hereinafter "East Parcel") of the Tower Parcel and have agreed to enter into this Tower Setback Easement Agreement to provide for a sufficient setback as required by Section 40-226.

AGREEMENT:

NOW, THEREFORE, for and in consideration of the mutual grants and covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto do hereby agree as follows:

1. Setback Easement. Grantors hereby grants and conveys to Grantee, and its successors and assigns, a non-exclusive wireless telecommunications setback easement over the Tower Parcel and the West and East Parcels said setback easement being a circle the center of which is the center of the Tower and the radius of which is equal to 150 feet as illustrated on the site plan attached hereto as Exhibit A and incorporated herein by reference.

TO HAVE AND TO HOLD the foregoing setback easement to the Grantee and its successors and assigns, it being agreed that the rights and easements granted are for the use of, are appurtenant to and run with the Tower Parcel, the West Parcel and the East Parcel.

3. Easement Duration. The setback easement set forth in this Agreement shall be a non-exclusive easement and shall last as long as the Tower is located on the Tower Parcel.

4. Miscellaneous.

a. Perpetuities. If any of the covenants, conditions, restrictions, or other provisions of this Easement are declared by a court to be unlawful, void, or voidable for violation of the rule against perpetuities, then such provisions shall be deemed to be reformed to vest the particular interest within 90 years of the creation of the interest in compliance with the provisions of N.C. Gen. Stat. § 41-17.

b. Caption Headings. The headings and captions used in this Agreement are used for convenience only and shall not be deemed to limit, amplify or modify the terms of this Agreement.

c. Governing Law. This Agreement shall be construed in accordance with the laws of the State of North Carolina.

IN WITNESS WHEREOF, the Grantors have caused this instrument to be duly executed as of the day and year first above written.

GRANTORS:

BENJAMIN RAY BONNEY, JR.

WANDA O. BONNEY

STATE OF NORTH CAROLINA

COUNTY OF _____

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document: BENJAMIN RAY BONNEY, JR. and WANDA O. BONNEY

Date: _____

_____ Notary Public

_____ Printed Name

(Official Seal)

My Commission Expires: _____

Exhibit A

Site Plan

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Manager Bill Rich**
Attachment: **Yes**

ITEM TITLE: **Possible Golden Leaf Grant Funding**

SUMMARY: On September 5, 2013 Manager Rich and the County Planner attended an informational workshop at the Bob Martin Agricultural Center in Williamston to learn more about the Golden Leaf Foundation's Community-Based Grantsmaking Initiative for the Northeastern Prosperity Zone. Twenty-one County Managers in the Northeastern Prosperity Zone have been invited to submit a Request for Invitation to the Golden LEAF Foundation by October 15, 2013. Grant awards will total up to \$1.5 million and grant awards are limited to 1-3 projects.

RECOMMEND: **DISCUSSION**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.
Vote: Barry Swindell Dick Tunnell Anson Byrd John Fletcher Earl Pugh, Jr.

Bill Rich

From: Pat Cabe <pcabe@goldenleaf.org>
Sent: Friday, September 06, 2013 5:43 PM
To: Bill Rich; Dan Scanlon; David Bone; Dia Denton; Ellis Williford; Eric Evans; Frank Heath; Jerry Rhodes; John Whitehurst; Jon Mendenhall; Ken Windley; Kenneth Creque; Linda Worth; Lorenzo Carmon; Loria Williams; Michael Renshaw; Patsy McGhee; Randell Woodruff; Robert Outten; Rodney Bunch; Scott D. Elliott; Scott Sauer; Tony Brown; Wayne Deal; Zee Lamb
Cc: Dan Gerlach; Calvin Allen
Subject: Golden LEAF Community Based Grantsmaking Initiative - Application Form/TIME SENSITIVE
Attachments: CBGI Request for Invitation Form - Northeastern Prosperity Zone.docx
Importance: High

It was a pleasure to see you at our regional meetings in northeastern North Carolina over the past two weeks to discuss Golden LEAF's Community Based Grantsmaking Initiative.

Please find attached, the *Request for Invitation* form and instructions, which is due at Golden LEAF offices by noon on Tuesday, October 15, 2013. We look forward to receiving your submission.

As you review the form and prepare your documentation, please do not hesitate to call on us if you have any questions or concerns.

Thank you always for your leadership and efforts on behalf of the communities you serve. We know there is much work to do.

Patricia Cabe
Golden LEAF Foundation
252-442-7474
toll-free:888-684-8404

All e-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties.



Community-Based Grantsmaking Initiative
Instructions for Completing the Request for Invitation
Northeastern Prosperity Zone

We appreciate your interest in Golden LEAF (Long-term Economic Advancement Foundation). The Golden LEAF Foundation (GLF) seeks to fund programs and initiatives that align with our mission and priorities. Eligible applicants are **governmental entities and 501(c)(3) nonprofit tax-exempt organizations that serve the people of North Carolina**. For this stage of the initiative, **only county managers or their designee may submit a request for invitation to apply** on behalf of a county's nonprofits, economic development organizations, educational institutions, coalitions, and governmental entities.

This document describes how to request an invitation to apply to the Foundation through its Community-Based Grantsmaking Initiative (CBGI). If, after reading the guidelines, you have questions regarding Golden LEAF or the CBGI application process, please contact Pat Cabe or Calvin Allen prior to making your submission. They can be reached at pcabe@goldenleaf.org, callen@goldenleaf.org, or toll-free at 888.684.8404.

Process Overview

SUBMISSION OF REQUEST FOR INVITATION (RFI):

1. Twenty-one county managers (or their designees) in the Northeastern Prosperity Zone will be invited to submit a Request for Invitation (RFI) to the Golden LEAF Foundation by October 15, 2013 by noon.
 - a. Each RFI will include the county's preliminary list of projects they wish the Golden LEAF Board of Directors to fund that totals up to \$1.5 million.
 - b. Grant awards are limited to 1-3 projects per county.
 - c. The county manager will submit the RFI in partnership with local 501c3 nonprofits, educational institutions, and government entities that have agreed to lead the proposed projects. These partners should be organizations with years of strong financial backgrounds, strong records of programmatic achievement, and organizations with demonstrated capacity to administer large grants with strict documentation requirements. Prior experience with Golden LEAF grants should be noted.

EVALUATION OF REQUESTS FOR INVITATIONS (RFIs):

2. Each submission will be evaluated by Golden LEAF staff based on the strength of the overall application as well as on the answers to the individual questions on the application. Approximately six to ten counties will be selected to move forward in the process. They will be notified by GLF staff by November 8, 2013.

SELECTED REQUESTS FOR INVITATION SUBMIT LOIS:

3. On November 8, 2013, those partners listed in successful RFIs will be given instructions on how to submit Letters of Inquiry (LOI) to the Golden LEAF Board of Directors for their particular projects. These applicants will have until December 1, 2013 by noon to complete the Letter of Inquiry form.

GOLDEN LEAF BOARD DECISIONS AND FULL APPLICATIONS:

4. The Golden Board of Directors will make decisions on the submitted Letters of Inquiry at their February 6, 2014 meeting. Our staff will notify successful LOI applicants and will provide them with full proposal applications by February 10, 2014. Full proposal applications will be due March 7, 2014 by noon.

GOLDEN LEAF BOARD FINAL DECISIONS:

5. The Golden LEAF Board will make final funding decisions at their **June 5, 2014** meeting.

Instructions for Completing the Request for Invitation Form

1. **Answer each question** completely. They each have a value on the rubric used by our evaluators.
2. Each county should **list no more than 1-3 projects** as part of their slate. Be sure to list each project in **priority order** on the first page (question #10).
3. Do your best as a county manager to **get the strongest project ideas** from the nonprofits, educational institutions, and governmental entities in your area **that have the best capacity** to move the economic needle in one of the following required GLF areas: **agriculture, education, physical infrastructure, health care and workforce development**.
4. Remember that **competitive projects**:
 - a. Clearly meet identified issues/needs in the county related to economic growth
 - b. Will do the most good for the most people
 - c. Demonstrate a timeliness of need and an ability to put grant funds to work quickly
 - d. Focus on action (not planning) and are sustainable
 - e. Leverage additional funds/investment and community buy-in. A 20% local match is strongly preferred
 - f. Have consensus support across the county
5. **Low priorities** include proposals related to tourism/arts/cultural resources; shell/spec buildings; emergency services; social services.
6. Use the narrative box for question #21 to **give a big picture understanding** for why you chose these particular partners; the value of their projects to your county; and how they will complement each other.
7. On question #22, **signatures are required for all partners** who have agreed to lead projects and **certification and a signature is required for the county manager** (or her/his designee).
8. Remember the **GLF Non-Negotiables**:
 - Must be a 501c3 nonprofit or governmental entity to be eligible
 - Project activities cannot involve any impermissible private benefit
 - Golden LEAF typically does not make grants for the purchase of land or buildings; to reimburse for prior expenditures; or for capital campaigns or building endowments
 - All correspondence to and from GLF is subject to the NC Public Records Law and may be disclosed to third parties
 - The GLF Board of Directors makes final funding decisions
 - Priority projects are subject to due diligence by GLF staff, Board, and legal counsel as necessary, as well as the reporting requirements of GLF and the Office of NC State Auditor/Offices of State Budget and Management as applicable. Grantees must meet all compliance conditions as outlined in the grantee agreement.

Contact Pat Cabe or Calvin Allen with any questions:
888.684.8404; pcabe@goldenleaf.org; callen@goldenleaf.org.



**Community-Based Grantsmaking Initiative
Request for Invitations
Northeastern Prosperity Zone**

THIS FORM IS DUE AT GOLDEN LEAF OFFICES BY 12:00 P.M. ON OCTOBER 15, 2013.

Form may be mailed, faxed or e-mailed to the attention of Pat Cabe and Calvin Allen at:
 Fax: 252-442-7404/Email: pcabe@goldenleaf.org , callen@goldenleaf.org /
 Mail: 301 North Winstead Avenue, Rocky Mount, NC 27804

We welcome your application for participation in Golden LEAF’s Community Based Grantsmaking Initiative. Please review instructions before completing this form. If you have any questions, please contact Pat Cabe or Calvin Allen at 888.684.8404 or pcabe@goldenleaf.org and callen@goldenleaf.org.

1. Name of County:
2. Name of County Manager:
3. Address:
Town, State, Zip:
4. Phone:
5. Fax:
6. Email:
7. Website:
8. Type of Entities in Your Slate of Projects: Number of Gov’t Agencies Number of 501c3 Nonprofits
9. NC Dept of Commerce Tier Ranking: **SELECT ONE:** Tier 3 **OR** Tier 2 **OR** Tier 1

10. Summary of Proposed Golden LEAF Slate: List your slate of projects in priority order (first priority to last priority) in the grid below. Be sure to indicate which agencies are government entities and which are 501c3 nonprofits.

Priority Order	Organization Name	Project Name	Requested Funding	Gov’t Agency or 501c3
1st			\$0.00	<input type="checkbox"/> Gov <input type="checkbox"/> 501c3
2nd			\$0.00	<input type="checkbox"/> Gov <input type="checkbox"/> 501c3
3rd			\$0.00	<input type="checkbox"/> Gov <input type="checkbox"/> 501c3
Total Amount Requested from GLF:			\$0.00	

11. Need in the County

a	<i>What data can you provide that illustrates need in your county?</i>	
b	<i>What are the resource priorities in your county and why?</i>	
c	<i>How much of your analysis is based on past planning or SWOT (Strengths, Weaknesses, Opportunities, and Threats) processes for your county/area? Name any that are references for you.</i>	
d	<i>What strategies would best alleviate the need in your county right now?</i>	

12. Potential of Eligible Grantees

a	<i>Are there eligible projects in your county currently in need of funding to come to fruition?</i>	
b	<i>What evidence do you have that there are current or upcoming economic opportunities that could benefit from Golden LEAF funds?</i>	
c	<i>What factors make your area ideal for an infusion of funding right now?</i>	

13. Readiness of Eligible Grantees

a	<i>Do the organizations leading those projects in your county have experience and sufficient capacity to manage large grants that require strict documentation? How do you know?</i>	
b	<i>Why is this the right group of local partners to receive funding to better the county as a whole?</i>	

14. Range and Breadth of Support for Projects

a	<i>What evidence can you provide that educational, governmental, business, nonprofit, and agricultural entities and leaders in your county are aware of this application?</i>	
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b	<i>What evidence can you provide that they have had a chance to offer their resources to the slate of projects?</i>	
c	<i>What evidence can you provide showing that they have agreed to partner or support the projects submitted?</i>	
d	<i>How does this slate provide a broad and holistic approach to increasing the competitiveness and vitality of your community?</i>	
e	<i>Will your slate of projects have an impact outside your county? If so, how?</i>	
f	<i>Will your slate of projects involve partnering with organizations outside of your county in a strategic manner for greater regional impact? If yes, please explain.</i>	

15. Building on Previous Golden LEAF Experience

a	<i>How will this set of projects build on previously funded Golden LEAF projects in your county/area?</i>	
b	<i>Were past Golden LEAF projects involving the potential grantees able to remain in compliance with Golden LEAF requirements?</i>	

16. Sustainability of Your County's Slate of Projects

a	<i>What evidence can you provide to show that the complete slate of projects you submit to Golden LEAF for funding will have outcomes that last years beyond the end of the project?</i>	
b	<i>What evidence do you have that the project can be maintained financially beyond Golden LEAF funds?</i>	

17. Impact and Outcomes

a	<i>What evidence do you have that the slate of projects you submit will "move the economic needle" in your county?</i>	
----------	--	--

b	<i>Which outcome areas will be affected: agriculture, education, healthcare, physical infrastructure, and/or workforce development?</i>	<input type="checkbox"/> Agriculture <input type="checkbox"/> Education <input type="checkbox"/> Healthcare <input type="checkbox"/> Physical Infrastructure <input type="checkbox"/> Workforce Development
c	<i>Review the list of GLF sample outcome measures (on the last 2 pages of this form) for every outcome area you checked. How confident are you that the slate can achieve some of those outcomes, on a scale of 5 (most confident) to 0 (least confident)?</i>	
d	<i>What specific measures (from the list of sample outcomes or others you propose) will be used to gauge the success of the projects and what will be the return on investment?</i>	

18. Population Served

a	<i>What are the populations served by your proposed slate of projects?</i>	
b	<i>Why are they the target populations?</i>	
c	<i>What evidence can you provide to show a large number of people in your county will be served by the slate of projects you submit to Golden LEAF?</i>	
d	<i>Does this slate address the needs of traditionally underserved communities? If so, how?</i>	

19. Local Match

<i>What evidence can you provide that at least 20% of the total cost of the slate of projects you submit to Golden LEAF will be provided through local funds?</i>	
---	--

20. Leverage

a	<i>Will this slate of projects leverage other funds?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
b	<i>If yes, which funds?</i>	

21. Additional: If necessary, use this space to better explain your overall goals with the slate of projects, and why GLF funding would expand economic or capacity-building opportunity in your county. Text may not exceed this box; font may not be smaller than 11.

A large, empty rectangular box with a black border, intended for the applicant to provide additional details about their projects and the impact of GLF funding. The box is currently blank.

22. Partnership and Certification Information

Print this page, sign it, scan it, and then send it to GLF separately as a PDF or a fax with the rest of the form

Partner 1 Project Name:

- Name of Organization
- Staff Contact Name/Title
- Address:
- Phone: Fax:
- Email:
- Website:
- 501c3 Nonprofit or Gov't Entity:
- **Signature/Date**
of Authorized Staff: _____

Partner 2 Project Name:

- Name of Organization
- Staff Contact Name/Title
- Address:
- Phone: Fax:
- Email:
- Website:
- 501c3 Nonprofit or Gov't Entity:
- **Signature/Date**
of Authorized Staff: _____

Partner 3 Project Name:

- Name of Organization
- Staff Contact Name/Title
- Address:
- Phone: Fax:
- Email:
- Website:
- 501c3 Nonprofit or Gov't Entity:
- **Signature/Date**
of Authorized Staff: _____

Certification of County Manager

As County Manager (or her/his designee), I certify that the information in this document is accurate to the best of my knowledge and that the partners listed above have expressed willingness to be a part of this collaborative funding opportunity. Each partner is willing to lead their particular project and adhere to the reporting, documentation, and project implementation requirements should a Golden LEAF grant be awarded.

- **Signature/Date**
of Authorized Staff: _____

THIS FORM IS DUE AT GOLDEN LEAF OFFICES BY 12:00 P.M. ON OCTOBER 15, 2013

Golden LEAF CBGI Request for Invitation NORTHEASTERN ZONE: Page 8 of 10

Golden LEAF Foundation
Community-Based Grantsmaking Initiative
Outcomes Areas and Sample Measures

Click the ones you think your slate of projects can address.

Agriculture

- 1. Increase NC farmers' (net) revenues by X% from production/sale of X (ag product) to supply local and regional demand more competitively than producers from other states
- 2. Increase NC farmers' (net) revenues by X% through market expansion (value-added product markets, new geographic markets, direct-to-X markets, etc.)
- 3. Increase NC farmers' crop yields [or decrease NC farmers' crop losses] by X% through [more effective pest control/better nutrient management/hardier cultivars/cultivars better suited for NC climates or geographies/more effective disease management/other]
- 4. Increase sales of locally-grown/produced agricultural products by X% (activities to increase demand)
- 5. X% increase in capacity utilization
- 6. X% increase in unit price of commodity X
- 7. X% increase in full-time employees
- 8. X% increase in part-time employees
- 9. X% sale increase in commodity X
- 10. X% of clients will development and implement a marketing plan
- 11. X% of clients will advertise commodities through website, social media and other online mediums
- 12. [If project is to establish a network:] X number of participants or X% increase in the number of participants will engage in program

Education (1:1 Technology)

- 1. X% of students are on track to graduate on-time based on promotion rates 9th - 10th, 10th - 11th, 11th -12th as determined by the state.
- 2. A X% decrease in the dropout rate will be achieved between grades 9 and 10 in 1:1 high school
- 3. A X% increase in attendance rates will be achieved in 1:1 high schools
- 4. A X% decrease in discipline referrals will be achieved in 1:1 high schools
- 5. 100% of teachers and other school staff will receive intensive, continual professional development to successfully implement project
- 6. X% students will indicate that they are using technology resources in real-world, authentic student-centered applications based on STNA-S surveys
- 7. X% of parents/community members/Board and County Commissioner members will indicate knowledge of and success of 1:1 initiatives based on community surveys (key stakeholders)
- 8. School will move from X# to Y# on the NCLTI Digital Learning Progress Rubric during the term of the grant.

Education (STEM)

- 1. Increase the number of students achieving proficiency levels in core subjects by X%
- 2. Increase the graduation rate to X% [or by X% each year]
- 3. X% of students will demonstrate effective use of technology in real world, authentic, student-centered applications
- 4. X% of teachers will demonstrate proficiency in using teaching effectively in classroom instruction
- 5. School(s) will move from X to Y on the NCLTI Digital Learning Progress Rubric during the term of the grant
- 6. Increase stakeholders' awareness of the project's objectives by X%

Healthcare

- 1. Decrease in the number of Emergency Department visits by adult patients for X health condition by X%
- 2. Decrease the decay rate among children served by X%
- 3. Increase the number of new patients by 10%
- 4. Increase patient access to onsite treatment by X%
- 5. X% decrease in the outmigration of patients requiring cancer diagnosis and treatment services in our county
- 6. X number of skilled positions will be retained, created, or recruited
- 7. X% increase in the county's tax base
- 8. At least 80% of X #residents not receiving health care will be enrolled in the clinical program within the first year of operation
- 9. X% of Y number of hypertensive patients will achieve improved blood pressure to at least 140/90 within four clinical visits
- 10. X% of Y number of diabetic patients will achieve stability of a baseline measure below 9
- 11. At least 50% of X number of morbidly obese clinic patients will be enrolled in an active living diet and support group offered at the clinic
- 12. 60% of X number of suspected cases will be evaluated for chronic kidney disease within the first year of their affiliation with the clinical program

Physical Infrastructure

- 1. By Year Y, X number of new, full-time jobs will be created.
- 2. By Year Y, the average annual salary/wage for the new, full-time jobs created will be \$X.
- 3. This project will result in a total investment in property, plant, and equipment of \$X. [Distinguish public/private/company]
- 4. This project will increase net income by X% by Year Y
- 5. X number of businesses will connect to public sewer line
- 6. X number of homes will connect to public sewer lines
- 7. X number of other properties will connect to public sewer line
- 8. X percentage decrease in issued septic permits
- 9. X number of jobs retained
- 10. X number of additional/new classes or course offerings
- 11. X% increase in payroll
- 12. X% of students will receive third party certification
- 13. X% of additional companies will utilize training/equipment to retain or create new jobs

Workforce Development

- 1. X# of students will be enrolled in X program(s) in year 1
- 2. Enrollment increased in X program by X% each year for X years
- 3. At least X% of students successfully complete program
- 4. At least X% of students earn an industry-recognized, third-party certification
- 5. At least X% of students interviewed for a job in the industry
- 6. At least X% of students hired in the industry within X months of completing training
- 7. At least X% of existing employees receive promotion and/or wage increase as a result of training
- 8. Average new-hire wage/salary (or range) is at least \$X because of training

THIS FORM IS DUE AT GOLDEN LEAF OFFICES BY 12:00 P.M. ON OCTOBER 15, 2013

Pilot Extraction Facility

The rural Northeast Region is focusing on “Ag-Biotechnology” as one of its economic niches. Our strategy is to create the capacity for new wealth and new jobs in our “agricultural community”.

An independent analysis of the assets in our region (by RTI), confirmed a unique grouping of resources and skills, that if collaboratively bundled together, will create a “Commercialization Partner for New Specialty Crops”. As new bio-plants are engineered in the lab, we will permit and grow these high value specialty crops with our bio-certified farmers, assisted by our university field scientists. The Pilot Extraction Facility is critical to this cluster’s success, as it will allow us to quantify the potential yield, while determining what bio-crops can be profitable

Our goal is to create a Pilot Extraction Facility, and make it available for global customers and university researchers, to perform a variety of extraction services. The return on investment will be based upon a percentage of revenues, payable to the 501(c3), with a focus on new business development for Eastern North Carolina. The model allows for the development of a public / private partnership with Avoca, Inc., to create an entity that would not have been financially feasible, without their world-wide industry expertise, as well as their existing infrastructure, in regards to workforce, land for the building, equipment and utility installations, and environmental permitting needs, as it relates to air and water quality, etc.

Our strategy is for new wealth to go to the farmer, as they grow new, high valued crops. This fits well with our B-Cert program, which provides the framework to certify farmers, so they will know how to grow, handle, and distribute small volume specialty GMO crops. This will ensure that we have used our best efforts and practices, to try to protect the food supply, while educating the farmers on Bio-Ag specialty niche crops.

As more acreage is grown, our goals are to hopefully recruit companies, who will do processing and packing in our rural region, where it is difficult to recruit “packaging companies”.

The Vernon James Research Center is instrumental in regards to the actual field research, and growing of the Bio-Ag specialty crop, to maximize the yield in various plant varieties, while interacting with the patent owners and students. As the crop is harvested, small amounts from each variety of the crop is sent to the Pilot Extraction Facility to verify the yield. The Pilot Extraction Facility guarantees that as the owners’ volume increases to hundreds of acres, that the yield results can be replicated by the process used initially at the Pilot Extraction Facility. Consequently the patent owner can prove to investors that they can make money.

Another critical component is the education outreach within the region. As the recently opened Northeast Regional School of Biotechnology and Agriscience, which is located at the Vernon James Research Center, is the first regional early college high school, that is designed to serve as a statewide model school for STEM education (Science, Technology, Engineering and Mathematics), with a focus on Biotechnology and Agriscience skills. This will allow us to further develop the “critical mass” for us to be a “commercialization partner” for newly patented bio-plant technologies from labs around the world.

By combining the strengths of each entity, this project immediately becomes well-known and well-respected throughout the world for knowledge of and works with botanical extractions.

Funding Requirements (based upon budget proposal and associated expenses)

Estimated Expenses

8,000 +/- Square Foot Building	\$868,080
Equipment and Installation Costs	\$1,585,400
Misc. Expenses – (explosion proof components, additional expenses not included in the building costs estimates above, etc.)	<u>\$451,000</u>
Total Estimated Expenses	\$2,904,480

Revenue Sources Secured

Golden Leaf Grant	\$1,000,000
NC Rural Center	\$400,000
NC Biotechnology Center	\$50,000
NC Northeast Region	<u>\$75,000</u>
Sub -Total Secured Revenues	\$1,525,000

Pending Revenue Sources to Be Secured

Golden Leaf Grant	\$200,000
NC Rural Center	\$100,000
NC Biotechnology Center	<u>\$50,000</u>
Sub-Total of Potential Revenues to be Secured	\$350,000

Grand Total Potential Revenues **\$1,875,000**

Difference of Expenses and Revenues **\$(1,029,480)**

A few of our partners include:

Golden LEAF

NC Rural Center

NC's Northeast Commission

NC Biotechnology Center

Avoca (a private plant extraction company)

Vernon James Center (an agricultural research center in Roper)

NC Cooperative Extension

NC Department of Agriculture

NC Department of Commerce

Northeast Regional AgriScience and Biotechnology High School in Roper (located at the Vernon James Center)

Bertie and Washington Counties

Blackland Farm Managers Association

NC State University, East Carolina University, Elizabeth City State University

NC Research Campus at Kannapolis (early stage discussions)

Local public schools & community colleges

County Economic Development Offices

For more information contact:

Norris Tolson, President – NC Biotechnology Center (919) 549-8806

Email: Norris_Tolson@ncbiotech.org

Vann Rogerson, President – NC's Northeast Commission (252)-916-2562 (cell)

Email: vrogerson@ncnortheast.com

David Peele, President – Avoca Inc. (252)-482-0400

Email: david.peele@avocainc.com

Updated for Managers conference call 10-1-2013

Funding Requirements (based upon budget proposal and associated expenses)

Estimated Expenses

8,000 +/- Square Foot Building	\$868,080
Equipment and Installation Costs	\$1,585,400
Misc. Expenses — (explosion proof components, additional expenses not included in the building costs estimates above, etc.)	\$451,000
Explosion Proof Components – flooring, windows, walls, doors, etc.	\$200,000
Additional Site Utility and Expenses excluded from 7/9/12 AR Chesson proposal (see spreadsheet detail in the Other Potential Expenses section in detailed estimate)	\$251,000
Building Infrastructure additions and connection to existing piping for steam, water, hydrogen and other related liquids during the extraction process	\$400,000
Total Estimated Expenses	\$2,904,480 3,304,480
<i>Contingency (June 2014 GL award) 7.5%</i>	<i>\$ <u>250,000</u></i>
Total estimated expenses +contingency	\$3,554,000

Revenue Sources Secured

Golden Leaf Grant	\$1,000,000
NC Rural Center	\$400,000 (<i>reliable funding?</i>)
NC Biotechnology Center	\$50,000
NC Northeast Region	<u>\$75,000</u>
Sub -Total Secured Revenues	\$1,525,000

Pending Revenue Sources to Be Secured

Golden Leaf Grant	\$200,000
NC Rural Center	\$100,000

Continued on page 2

DRAFT- For discussion purposes only

Pilot Extraction Facility

	Difference of Expenses and Revenues \$(1,029,480) \$1,979,480	

Northeast Region GoldenLeaf Community Initiative

Bertie County	\$1,279,480	
Martin County	175,000	
Washington Conty	175,000	
Tyrrell County	175,000	
Hyde County	175,000	
Total	\$1,979,480	

other funds \$554,000		
Total project costs \$3,554,480		
Percentage	15.5%	

NC Biotechnology Center	<u>\$50,000</u>
Sub-Total of Potential Revenues to be Secured	\$350,000 \$50,000
Grand Total Potential Revenues	\$1,875,000 \$1,575,000
Difference of Expenses and Revenues	\$(1,029,480) \$1,979,480
<hr/>	
Difference of Expenses and Revenues if the Rural Center does not honor grant awarded	\$2,379,480

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Corrinne Gibbs**
Attachment: **Yes – List of Outstanding Checks**

ITEM TITLE: **OUTSTANDING CHECKS UPDATE**

SUMMARY: At the August 5, 2013 regular meeting of the Board of Commissioners, Commissioner Fletcher questioned outstanding checks on the books that have not been cashed. Corrinne Gibbs, Finance Director will report on this issue.

RECOMMEND: Discussion.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Check #	Amount	Payee	Date Written
72961	\$75.00	NC DEPT OF ADMIN	01/25/2007
73168	\$22.14	JOEL GRAY	02/08/2007
75091	\$10.00	NIKKI MAYO	06/29/2007
78442	\$30.00	DAVID KIEFFER	02/21/2008
79773	\$67.10	EMBARQ	05/29/2008
80129	\$228.95	OPTIONAL DOMESTIC	06/09/2008
80384	\$4.80	MARSHALL, BRANDON	07/01/2008
82821	\$250.00	GIBSON, APRIL	12/05/2008
85794	\$4.04	SPRING, ALEX K	07/10/2009
87326	\$10.55	MARSHALL, BRANDON	10/29/2009
88684	\$349.80	GALLOGHER BASSET EXPLORATION	01/29/2010
90467	\$38.65	SWINDELL, MATTHEW SHANNON	05/27/2010
94534	\$18.00	SANTIAGO, ALEX RODRIGUEZ	03/31/2011
95401	\$22.96	HYDE COUNTY EMS	06/09/2011
95967	\$2.90	LOFTUS, THOMAS	07/15/2011
95974	\$1.30	DANIELS, CHARLES JASON	07/15/2011
95977	\$1.30	NOBLE, KRIS	07/15/2011
95993	\$4.20	SAWYER, DEBORAH	07/15/2011
95998	\$1.00	WATSON JR, SAMUEL E	07/15/2011
96002	\$1.30	SMITH, JOSEPH D	07/15/2011
96004	\$0.90	CARAWAN, SHELLY	07/15/2011
96010	\$1.00	DAVE, DAVID	07/15/2011
96012	\$1.30	WILSON, ANNA	07/15/2011
96016	\$0.90	ORTEGA, GENA	07/15/2011
96017	\$1.30	ONEAL PIERRE	07/15/2011
96018	\$1.90	MUTRO, ANTHONY	07/15/2011
96020	\$2.90	HOCUTT, WILLIAM	07/15/2011
96021	\$1.00	GODLEY, CHRISTOPHER	07/15/2011
96023	\$1.30	CARTER, BIAN	07/15/2011
96025	\$0.90	BOYD, COLEMAN	07/15/2011
96028	\$1.00	SPENCER, WILLIAM	07/15/2011
96075	\$82.03	CONSOLIDATED PIPE & SUPPLY COMP	07/20/2011

97775	\$21.32	ANDREWS, JEREMY	11/18/2011
98876	\$12.50	GREATER HYDE CO CHAMBER	02/09/2012
99369	\$32.00	CENTURYLINK	03/15/2012
99371	\$1.40	GARRISH, RENA G	03/15/2012
99378	\$11.13	POORE, HENRY	03/15/2012
99391	\$1.40	MILLER, BYRON	03/15/2012
99397	\$1.40	MASON, JENNIFER	03/15/2012
99429	\$1.40	STANFIELD, MYRES TILGHMAN	03/15/2012
99446	\$1.40	WALTERS, JEFFREY	03/15/2012
99451	\$2.80	SUNSPACE TRANSFORMATION	03/15/2012
99459	\$181.89	SMITH, VIRGINIA & TRACEY	03/15/2012
99477	\$56.00	RINALDI, JOHN & ELIZABETH	03/15/2012
99485	\$2.80	BARKSDALE, SUSAN E	03/15/2012
99495	\$337.85	CARR, JEANETTE	03/15/2012
99528	\$64.37	GRACOVETSKY, GENERIEVE	03/15/2012
99533	\$2.80	L. DELANEY & D HANNAN	03/15/2012
99541	\$1.40	BARBARA KELLER & L SUKEENA	03/15/2012
99834	\$4.26	HOLDEN JR., HERRY RICHARD	04/04/2012
100424	\$110.20	DIRECTV INC	05/10/2012
100620	\$39.88	SELBY, KAYLA DUNBAR	05/24/2012
100781	\$250.00	CONTRERAS, YOLANDA	06/08/2012
100862	\$18.00	NCDMV	06/13/2012
100992	\$1.27	WILLIAMS, ANNETTE W	06/21/2012
101009	\$20.00	JUSTICE JR, JACK	06/21/2012
103085	\$70.00	POSTMASTER	11/21/2012
103505	\$0.90	NUNEZ, MARIA F	12/20/2012

\$2,488.79 TOTAL OUTSTANDING CHECKS

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Corrinne Gibbs**
Attachment: **No**

ITEM TITLE: **GovDeals Surplus**

SUMMARY: The Hyde County Sherriff's Office is no longer using a 2007 Dodge Charger due to high mileage. The auction amount for this vehicle to be sold is \$11,000.

RECOMMEND: Authorize staff to place 2007 Dodge Charger for sale on GovDeals.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 7, 2013
Presenter: Kris Noble, Planning and Economic Development Director
Attachment: Yes – Letter of Termination

ITEM TITLE: CDBG-Contingency – Termination of Hobbs Upchurch Contract

SUMMARY: For reasons cited within the attached letter of termination, Kris Noble, Project Manager, requests the Board to terminate engineering services with Hobbs Upchurch & Associates for engineering services on the CDBG-Contingency sewer force main extension of the Engelhard Sanitary District.

RECOMMEND: Authorize Board Chair to sign letter of termination.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

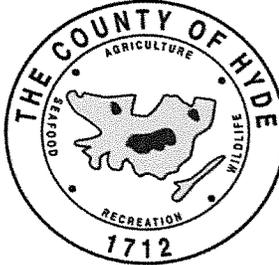
Barry Swindell, Chair
Dick Tunnell, Vice-chair
Anson Byrd
John Fletcher
Earl Pugh, Jr.

30 Oyster Creek Road
PO Box 188
SWAN QUARTER, NORTH CAROLINA 27885
252-926-4400
252-926-3701 Fax

Bill Ric
County Manage

Fred Holsche
County Attorne

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



October 3, 2013

Hobbs Upchurch Associates
300 SW Broad Street
P.O. Box 1737
Southern Pines, NC 28388

Dear Mr. Hobbs,

This is to inform you that Hyde County is terminating the Contract for Engineering Services for the CDBG US 264 Sewer Extension Project, dated January 3, 2012, effective September 30, 2013. We have been informed by Barry King of your staff that his final day of employment with Hobbs, Upchurch is 9/20/13. We have also been informed that you have recently relieved Ed Lawler, Resident Project Representative of his duties. The county cannot proceed with construction without a professional engineer and Resident Project Representative who is familiar with the project, and your firm cannot provide us with that staff capability.

The construction phase is currently underway. Timing is crucial at this point since the project must be completed by January 10, 2014. Moreover, the project is extremely complicated from the aspect of working with individual homeowners and the county feels that it is necessary to secure the services of a resident inspector familiar with the locale and the Sanitary District.

It is our opinion that Hobbs Upchurch mismanaged the design phase of the project for the first nine months of 2012 and did not provide the county with proper notifications of staff changes and anticipated delays in bidding the project. The county has been more than generous in honoring your invoices for preparation of the SOC and additional permitting, despite the fact that the contract clearly dictates under Section I. 5. that ENGINEER'S services shall include preparation "of applications for, and secure, any and all required regulatory permits and/or approvals including those necessary but not limited to encroachment, construction, the environment, adjacent utilities, and/or local government agencies." In addition, your firm has not formally requested any amendment to your original \$57,000 engineering contract. The current contract value is over \$99,000.

You have billed \$9,455 to the \$35,000 contract administration line item to date. The county is willing to accept a modest billing for bidding the project and attendance at the preconstruction conference. However, no billing will be accepted for time billed prior to the actual bidding of the project, since those services are part of the design phase, for which we have provided you with 100% payment.

Please revise your last Invoice Number 33265 in the amount of \$10,660 to a reasonable amount as dictated above immediately and cease further work on this project.

Sincerely,

Barry Swindell, Chair
Hyde County Board of Commissioners

Standard Contract for Consulting Services

This Agreement is made this 7th day of October, 2013, between the County of Hyde ("Client"), having its principal place of business at Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC 27885 and SK Environment & Engineering PLLC. ("SK E&E."), having its principal place of business at 303 Olde Point Loop, Hampstead, NC 28443

In consideration of Client retaining SK E&E. to oversee the construction, testing, and engineering certification of the US264 Sewer Forcemain Extension for Engelhard Sanitary District.

1. Compensation and Term

Client hereby retains SK E&E and SK E&E hereby agrees to perform the following services: 1) Inspect the installation of the US264 Sewer Extension project in Engelhard, NC to ensure the project is built to the specifications, tests, and plans that were permitted for the project, coordinate the contract between the Client and the Construction Contractor by reviewing/negotiating/approving changes, reviewing pay requests, submitting pay requests to the funding officer, or any other necessary correspondence between the contractor and the county or funding agency, maintain a running budget to date of the project as per pay requests received, and partially certify the project when complete. SK E&E will further be available to Hyde County, the funding agency, or State regulators to discuss the requirements and modifications of the project. SK E&E will represent the interests of the county to build as durable and reliable STEP sewer collection system as the budget can support but at all times ensure that the construction abides by the minimum requirements of the state governing its construction. SK E&E shall complete the project as described for the fee detailed below. However should delays or extenuating circumstances arise that are outside the control of SK E&E, then the agreed upon fee may be negotiated and amended.

The following fees shall apply:

Engineer	Lump Sum	\$8,200
Inspector	40 days @ 470 per day	\$18,800
Total fee for Inspection and Certification		\$27,000

SK E&E shall provide detailed monthly invoices and shall maintain, and provide, upon request, backup documentation for a period of one year from the date of the respective invoices. Client shall make full payment for services within thirty days of invoice. If SK E&E brings a legal action to collect any sums due under this Agreement, it shall be entitled to collect, in addition to all damages, its costs of collection, including reasonable attorney's fees.

This Agreement shall commence on the date stated above, and shall remain in effect until all obligations under this Agreement have been properly completed. Either party to this Agreement may terminate this Agreement with or without cause by providing at least 21 days written notice to the other party.

2. Warranties by SK E&E

SK E&E represents and warrants to Client that it has the experience and ability to perform the services required by this Agreement; that it will perform said services in a professional, competent and timely manner; that it has the power to enter into and perform this Agreement; and that its performance of this Agreement shall not infringe upon or violate the rights of any third party or violate any federal, state or municipal laws. SK E&E is a registered business entity in good standing, licensed engineering firm operating in NC and carries adequate professional liability insurance for its activities. However, SK E&E hereby limits liability for its activities associated with the described project to the total amount of the fee agreed upon.

3. Independent Contractor

SK E&E acknowledges that the services rendered under this Agreement shall be solely as an independent contractor. SK E&E shall not enter into any contract or commitment on behalf of Client. SK E&E further acknowledges that it is not considered an affiliate or subsidiary of Client, and is not entitled to any Client employment rights or benefits.

4. Confidentiality

SK E&E recognizes and acknowledges that this Agreement creates a confidential relationship between SK E&E and Client and that information concerning Client's business affairs, customers, vendors, finances, properties, methods of operation, computer programs, and documentation, and other such information, whether written, oral, or otherwise, is confidential in nature. All such information concerning Client is hereinafter collectively referred to as "Confidential Information." SK E&E agrees to follow Client Information Security procedures and otherwise take all reasonable precautions for the protection of Confidential Information.

5. Non-Disclosure

SK E&E agrees that, except as directed by Client, it will not at any time during or after the term of this Agreement disclose any Confidential Information to any person whatsoever and that upon the termination of this Agreement it will turn over to Client all documents, papers, and other matter in its possession or control that relate to Client. SK E&E further agrees to bind its subcontractors to the terms and conditions of this Agreement.

6. Grant

SK E&E agrees that its work product produced in the performance of this Agreement shall remain the exclusive property of Client, and that it will not sell, transfer, publish, disclose or otherwise make the work product available to third parties without Client's prior written consent. Any rights granted to SK E&E under this Agreement shall end with the conclusion of the project

7. Rules

SK E&E shall comply with all rules and regulations, including security requirements, when on Client premises.

8. Conflict of Interest

SK E&E shall not offer or give a gratuity of any type to any Client employee or agent.

9. Governing Law

This Agreement shall be construed and enforced in accordance with the laws of the State of North Carolina

10. Entire Agreement and Notice

This Agreement contains the entire understanding of the parties and may not be amended without the specific written consent of both parties. Any notice given under this Agreement shall be sufficient if it is in writing and if sent by certified or registered mail.

IN WITNESS WHEREOF,

Client and SK E&E have duly executed this Agreement as of the day and year first above written.

SK Environment & Engineering PLLC

The County of Hyde

By:.....

By:.....

Name: Barry King

Name: Barry Swindell

Title: Principal

Title: Chairman, Hyde Co. Board of Commissioners

Date:.....

Date:.....

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Kris Noble, Planning and Economic Development Director**
Attachment: **Yes – Request to Waive Permit Fees for CDBG Contingency**

ITEM TITLE: **CDBG-Contingency – Request to Waive Permit Fees**

SUMMARY: The CDBG Contingency Project is currently underway. The sewer force main has been completely installed and the Contractor is beginning to set up individual step tank systems. 30 homes will receive step tank systems. As a part of the requirements for CDBG each home must meet minimum electrical and plumbing requirements in order to have the step tank system installed. The Contractor is responsible for these plumbing and electrical upgrades which have proven to be substantial driving up the cost of the project. The project originally included 40 hookups at a low bid of \$694,325 by ELJ the Contractor. The scope of work was negotiated with the Contractor for a contract price of \$429,180.88 and now includes 30 homes. There is very little contingency built into this project, funds are limited and unforeseen problems with inadequate homeowner electrical and plumbing is likely. The Project Manager request the Board to waive all building permit fees as an in kind contribution to the project. The approximate cost of these fees will be \$4500. The Contractor will strive to work with the Building Inspector to ensure inspections consist of multiple units at one time to decrease travel time to the project site. The Contractor will also accommodate the Building Inspector by meeting when requested for inspections.

In addition, each home will require a \$75 septic permit for each home totaling \$2250. It is requested that this fee be waived as well and similar accommodations as listed above will be honored.

RECOMMEND: **Waive all Building and Septic Permit fees for this project.**

Motion Made By: <input type="checkbox"/> Barry Swindell	Motion Seconded By: <input type="checkbox"/> Barry Swindell	Vote: <input type="checkbox"/> Barry Swindell
<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell
<input type="checkbox"/> Anson Byrd	<input type="checkbox"/> Anson Byrd	<input type="checkbox"/> Anson Byrd
<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher
<input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Commissioner Fletcher**
Attachment: **No**

ITEM TITLE: **POSSIBLE LEASING OF COUNTY JAIL**

SUMMARY: Commissioner Fletcher would like to discuss the feasibility of leasing the County Jail Facility.

RECOMMEND: Discussion.

Motion Made By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher
 ___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Commissioner Byrd**
Attachment: **No**

ITEM TITLE: **POSSIBLE GIFTING OF DAVIS SCHOOL**

SUMMARY: Commissioner Byrd would like to discuss the feasibility of gifting the Davis School facilities.

RECOMMEND: Discussion.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: October 7, 2013
Presenter: Kris Noble, Planning and Economic Development Director
Attachment: No

ITEM TITLE: Installation of AWOS System at Engelhard Airport Facility

SUMMARY: The Hyde County Airport Advisory Board met on September 30, 2013 and voted to proceed with the installation of an AWOS (Automated Airport Weather Station) at the facility. Automated airport weather stations are automated sensor suites which are designed to serve aviation and meteorological observing needs for safe and efficient aviation operations, weather forecasting and climatology. Automated airport weather stations have become part of the backbone of weather observing in the United States and Canada and are becoming increasingly more prevalent worldwide due to their efficiency and cost-savings. 90% of the funding for the AWOS installation will come from NC DOT Aviation funding while 10% will be a local match which has been budgeted for and will not increase the budget. The AWOS system will prove valuable in the UAV project and will also allow certified weather to be recorded and reported from the Engelhard Airport Facility.

RECOMMEND: Approve the recommendation of the Airport Board to install an AWOS and authorize staff to proceed with project.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: October 7, 2013
Presenter: Kris Noble, Planning and Economic Development Director
Attachment: Yes – Transportation Improvement Plan

ITEM TITLE: Approval of Transportation Improvement Plan for Engelhard Airport

SUMMARY: The Hyde County Airport Advisory Board met on September 30, 2013 and voted to approve the attached Transportation Improvement Plan.

RECOMMEND: Approve the Transportation Improvement Plan as recommended by the Airport Advisory Board.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

**HYDE COUNTY AIRPORT (7W6)
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
2014 - 2020 PROJECT LISTING**

PROJECT	DESCRIPTION	FISCAL YEAR	TOTAL EST. COST
Division of Aviation Minimums:			
Taxway Turnaround and Lighting (Runway 11) (Design and Construction)	Taxway Turnaround at approach end of Runway 11 (includes lighting)	2014	\$345,800.00
Taxway Turnaround and Lighting (Runway 29) (Design and Construction)	Taxway Turnaround at approach end of Runway 29 (includes lighting)	2015	\$345,800.00
UNICOM Radio	Installation of UNICOM Radio	2014	\$10,000.00
Airport Layout Plan Update	Update of the Airport Layout Plan	2017	\$20,000.00
	Total Cost to bring airport up to Division of Aviation minimums:		\$ 721,600.00
Division of Aviation Recommended:			
Runway Extension and Lighting (Design and Construction)	Extend Runway 300 ft. at approach end of Runway 11 for a total Runway length of 5,000 ft.	2014	\$364,750.00
Standard Instrument Approach Procedure (SIAP) Non-Precision	Development and coordination of a non-precision SIAP	2016	\$50,000.00
Automated Weather Observation Station	Installation of an AWOS	2014	\$120,000.00
Runway Pavement Rehabilitation	The runway pavement is over 30 years old and a recent pavement study indicated the need for rehabilitation.	2018	\$1,406,800.00
Ground Communications Outlet (GCO)	Installation of GCO	2015	\$20,000.00
	Total Cost to bring airport up to Division of Aviation recommended:		\$ 1,961,550.00
Additional Airport Requested Projects:			
Utility Installation for Water and Sewer	Utility Installation for Water and Sewer to Terminal Building	2015	\$750,000.00
T-Hanger with Storage	Construction of T-Hangers with Storage and apron expansion	2014	\$1,100,000.00
(3) 60' x 60' Corporate Hangars	Construction Corporate Hangars and apron expansion	2017	\$2,300,000.00
Terminal Area Pavement Rehabilitation	Rehabilitate the parking lot	2020	\$105,500.00
Airfield Perimeter Fencing (Phase I)	8' chain link fence w/ 3 strands barbed wire around the airport perimeter for security and wildlife control (12,500 LF)	2019	\$419,500.00
Airfield Perimeter Fencing (Phase II)	8' chain link fence w/ 3 strands barbed wire around the airport perimeter for security and wildlife control (10,000 LF)	2020	\$346,500.00
	Total Cost for airport requested projects:		\$ 5,021,500
	Total all improvements		\$ 7,704,650

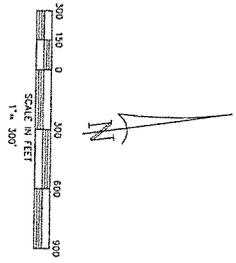
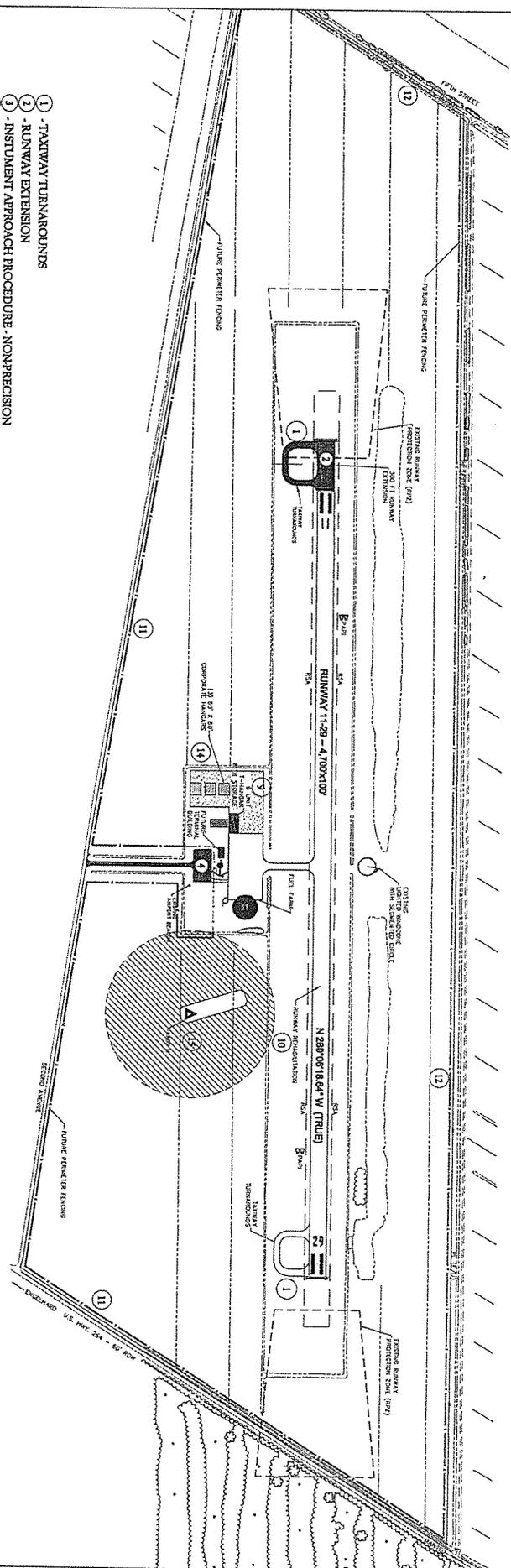
I CERTIFY THAT THE PROJECTS REQUESTED IN THIS 2014 - 2020 TIP SUBMISSION HAVE BEEN REVIEWED BY THE GOVERNING BOARD OF THE SPONSOR RESPONSIBLE FOR FUNDING THE LOCAL SHARE OF THE PROJECT AND THAT SAID BOARD HAS FORMALLY APPROVED THE SUBMISSION OF THESE REQUESTS FOR STATE AID TO AIRPORTS (AND THE STATE BLOCK GRANT PROGRAM WHERE APPLICABLE)

Signed _____

Date _____

Name & Title (print) _____

- 1 - TAXIWAY TURNAROUNDS
- 2 - RUNWAY EXTENSION
- 3 - INSTRUMENT APPROACH PROCEDURE - NONPRECISION
- 4 - TERMINAL AREA PAVEMENT REHABILITATION
- 5 - GROUND COMMUNICATIONS OUTLET (GCO)
- 6 - UTILITY INSTALLATION FOR WATER AND SEWER
- 7 - UNICOM RADIO
- 8 - 6 UNIT THANGAR WITH STORAGE
- 9 - APRON AND TAXIWAY REHABILITATION
- 10 - RUNWAY PAVEMENT REHABILITATION
- 11 - AIRFIELD PERIMETER FENCING (PHASE I)
- 12 - AIRFIELD PERIMETER FENCING (PHASE II)
- 13 - AIRPORT LAYOUT PLAN UPDATE
- 14 - (3) 60X60' CORPORATE HANGARS
- 15 - AUTOMATED WEATHER OBSERVATION STATION (AWOS)



	HYDE COUNTY AIRPORT (7W6) GREEN GROUP AIRPORT TRANSPORTATION IMPROVEMENT PROGRAM (TIP) 2014-2020 PROJECT LISTING		TALBERT & BRIGHT ENGINEERING & PLANNING CONSULTANTS <small>4810 SHOLLEY DRIVE WASHINGTON, NC 27605 FAX: 919-762-4281 PHONE: 919-762-3350 EMAIL: TBRLM@TBRLM.COM</small>
DATE: OCT 2013 DRAWN: TMB CHECKED: CJK PROJECT NO.: 7W6 SHEET NO.: 1	TIP PROJECTS DRAWING	REVISIONS NO. DESCRIPTION DATE	DATE

2006 NCADP - 7W6	Minimum Required	Recommended Required	Airport Meets Minimum Requirements	Airport Meets Recommended Requirements
Runway Approach	For Primary Runway, must have clear approach surfaces 20:1 as defined in FAA AC 150/300-13 Appendix 2.	Meet Approach Clearance Requirement for Secondary and Tertiary Runways	RW11 - Y RW29 - Y	N/A
Runway Safety Area	Should meet current RSA requirements	Should meet current RSA requirements	Y	
Runway Protection Zones	Easement Control to meet the guidelines of the current RPZ PCI >75 no action, PCI<75 some action will be taken	Fee simple ownership to meet the guidelines of the current RPZ Should be rated as good or better	RW11 - Y RW29 - Y	RW11 - Y RW29 - Y
Pavement Condition	Should be rated as fair or better		Y	Y
Pavement Markings	Should be rated as fair or better		Y	Y
Runway Length	Existing conditions or based on design aircraft and FAA AC/150/5325-4A current revision	5000 feet paved	Y	N
Runway Width	60 feet paved	75 feet paved	Y	Y
Pavement Strength	12,500 lb. Single Wheel		Y	Y
Visual Navigational Aids	Wind Sock with Segmented Circle	IF RW has Lighting: Rotating Beacon, Lighted Windsock, 2-Box PAPI, (REIL with SIAP Optional) Medium Intensity Lights	Y	Y
Runway Edge Lighting	N/A			Y
Weather Reporting Capability	Certified Altimeters if airport is attended	AWOS-III or better	N	N
Standard Instrument Approach Procedures	N/A	Non-Precision		N
Taxiway Requirements	Turnarounds at each end of the Airport's primary Runway		N	
Aircraft Apron Requirements	A paved aircraft parking area capable of parking ten based aircraft and five itinerant aircraft. Of those fifteen aircraft, allotment for one multi-engine aircraft is required. Tie-downs should be provided for all parking spaces. Spacing between aircraft and for taxiways should meet FAA guidelines. Pavement strength for the itinerant parking area should match the pavement strength of the runway		Y	
Terminal Building	Designated FBO/Operational Area, Designated flight planning area, Public meeting room, Public restrooms	Up to 3200 square feet	Y	Y
Taxiway and Apron Edge Lighting	Reflective marking or markers	Medium Intensity Lights	Y	Y
Airfield Signage	N/A	Runway holding position signs (required if runway has an ILS)		N
Ground Communication	UNICOM (if attended)	Remote Communication Outlet or Ground Communication Outlet	N	N
Approach Lighting	N/A			
Aircraft Rescue & Fire Fighting Equipment	At least one fully charged fire extinguisher available and easily accessible 24 hours a day for use around the main apron area.		Y	
Airfield Maintenance Equipment & Storage Building	Airfield maintenance equipment and an approved building to store equipment.		N	
Perimeter Fencing	Not Required, but Recommended		Partial	

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Kris Noble, Planning and Economic Development Director**
Attachment: **Yes – Airport Board Suggestions**

ITEM TITLE: Engelhard Airport Farmlease

SUMMARY: The Hyde County Airport Advisory Board met on September 30, 2013 and presented a list of recommendations to the Hyde Board of Commissioners in regard to the farm lease on the airport property which will need to be renewed in December 2013.

RECOMMEND: Review suggested changes to the farm lease and authorize the County Manager and Commissioner Pugh to work with the County Attorney to incorporate the suggested changes into the farm lease agreement.

Motion Made By: <input type="checkbox"/> Barry Swindell	Motion Seconded By: <input type="checkbox"/> Barry Swindell	Vote: <input type="checkbox"/> Barry Swindell
<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell
<input type="checkbox"/> Anson Byrd	<input type="checkbox"/> Anson Byrd	<input type="checkbox"/> Anson Byrd
<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher
<input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.

Airport Farm Lease Suggestions

Items to be possibly added:

1. Term of the lease should terminate at the end of the crop year on the last year of the lease term, or not later than Dec 31. Crop year is defined as the point at which spring seeded crops are harvested from the land. (This allows you to enter into another lease that the current tenant may not be a part of and allow the new tenant to take possession of the land before Dec 31 of the last year the current tenant has it leased.)
2. Establish independent contractor status of tenant. No employee/employer relationship with County.
3. State the obvious... the lease is a cash lease and any USDA farm program benefits applicable to the farmed acreage are to be paid 100% to the tenant. Also require the tenant to report planted acreages to FSA on a timely basis to ensure cropping history is maintained.
4. Require liability insurance and worker's comp insurance to protect county from exposure from farming activities on county land.
5. Do not allow subleasing of the property, without prior permission from the airport manager.
6. Require farm ditches to be mowed within farmland boundaries at least once per year. Require ditches, canals, and pond outside farmed area (around airport and runway) to be mowed by tenant 2 times per year, once in spring and once in fall. This work would be completed with the prior approval and supervision of the airport manager, so as not to interfere with airport operations.
7. Forbid farm equipment to enter established boundary lines around runway/parking area, without prior permission from airport manager.
8. No alterations or modifications to the drainage ditches or canals without prior permission from the airport manager, other than routine maintenance.
9. Make the payment of the lease payment a condition of the lease, therefore nonpayment of the lease payments within a specified time period will terminate the lease.
10. In item 5 of the current lease remove prior notice requirement for entry of the property by Lessor.
11. On the final year of the lease, tenant may not plant fall seeded crops until new lease is put in place. This sort of goes hand in hand with item 1. Is there any reason the airport would not want winter seeded crops grown on the property... attract birds???

Additional items to consider:

The county may want to consider entering into a longer lease period such as 5 years OR allow the current tenant to have the first right of refusal on a new lease when his lease expires. Makes for better tenant/landowner relations.

Additionally the county should consider hiring an independent third party to soil sample the property before entering into a new lease, and if liming is determined to be necessary, require that liming be done in the first year of the new lease and show the airport manager proof that it has been done.

The county has a money making asset here; don't allow its value to be diminished by allowing the land to be mined by the tenant.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Justin Gibbs, Emergency Management/ EMS**
Attachment: **No**

ITEM TITLE: **Public Safety Center Update**

SUMMARY:

Justin Gibbs will present to the Board on the Public Safety Center.

RECOMMEND: **REVIEW OF PRESENTATION.**

Motion Made By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell ___ Dick Tunnell ___ Anson Byrd ___ John Fletcher ___ Earl Pugh, Jr.

Vote: Barry Swindell Dick Tunnell Anson Byrd John Fletcher Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Averi Simmons, Planning Assistant**
Attachment: **Yes**

ITEM TITLE: 2013 Flood Mitigation Assistance (FMA) Program

SUMMARY: FEMA’s 2013 Flood Mitigation Assistance program is underway. On September 5, 2013, Hyde County submitted a letter of interest to NC Emergency Management, outlining Hyde County’s interest in applying for funding under the 2013 FMA cycle for elevation and acquisition assistance. The letter of interest stated we were looking to do twelve (12) elevations and two (2) acquisitions in various areas of Hyde County. We are now applying for funds for elevation of eleven (11) homes and acquisition of one (1) home. The first draft of the elevation and acquisition applications was submitted Friday, October 4, 2013.

The eleven (11) elevations will be funded at a 90/10% cost-share, with FEMA providing 90% of the funds to complete the project. The homeowner will be responsible for the remaining 10% balance of the project costs. Hyde County will be able to use staff time as an in-kind contribution to help offset the homeowner contribution costs.

The one (1) acquisition will be funded by FEMA at 75% of the appraised value of the property. Once acquired, the home on this property will be demolished and must be maintained according to the FEMA program requirements for the acquisition of property for open space.

RECOMMEND: Review and discussion.

Motion Made By:	<input type="checkbox"/> Barry Swindell	Motion Seconded By:	<input type="checkbox"/> Barry Swindell	Vote:	<input type="checkbox"/> Barry Swindell
	<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell
	<input type="checkbox"/> Anson Byrd		<input type="checkbox"/> Anson Byrd		<input type="checkbox"/> Anson Byrd
	<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher
	<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.



North Carolina Department of Public Safety

Emergency Management

Pat McCrory, Governor
Kieran J. Shanahan, Secretary

Michael A. Sprayberry, Director

July 18, 2013

NOTICE OF FUNDS AVAILABILITY—PRE-DISASTER MITIGATION AND FLOOD MITIGATION
The application period for PDM and FMA 2013 will open on July 19, 2013 and close on October 18, 2013. Eligible applicants are local governments with approved and adopted Hazard Mitigation Plans. Letters of Interest must be received no later than August 9, 2013.

Our priorities will be as follows:

PDM: Regional Planning Grants, Wind Retrofits and Community Safe rooms.
Anticipated amount that NCEM can claim: \$250,000-\$3,750,000 fed share.

- 1) Update for State 322 and Technical Assistance to Local Govts in Development, Update and Integration of Local and Regional Plans
- 2) New Regional Plans
- 3) Regional Plans expiring 2015-17
- 4) County-level Multi-jurisdiction Plans expiring or Regional Plans expiring 2015-17
- 5) Community Safe rooms when engineering and design information can be provided within application window

FMA: Acquisition or elevation of NFIP insured properties
Anticipated amount that NCEM can claim \$3-5 million fed share.
The FMA funds must apply to properties currently insured under the NFIP. Properties showing multiple claims against the NFIP are top priority for both FEMA and NCEM.
REDUCED MATCH REQUIREMENT: Properties that have multiple claims totaling more than 25% of the structure value may qualify for 90-100% federal dollars (0-10% local match)

Priorities:

- 1) Severe Repetitive Loss Properties (four or more claims with total exceeding \$20,000 or 2 claims exceeding the market value of the structure)
- 2) Repetitive Loss Properties (two or more claims with a cumulative total exceeding 25% of the market value of the structure or at the time of the second claim insurance contract includes Increased Cost of Compliance coverage)
- 3) NFIP insured properties—owner-occupied residential first, owner-occupied commercial second, rentals (residential or commercial) third

If you have previously submitted, but unfunded PDM or FMA applications, we can re-submit these.

Chris Crew, CFM
State Hazard Mitigation Officer
Hazard Mitigation Branch Chief
NC Department of Public Safety
Division of Emergency Management
(919) 825-2305

MAILING ADDRESS:
4236 Mail Service Center
Raleigh NC 27699-4236
www.ncem.org



OFFICE LOCATION:
1636 Gold Star Drive
Raleigh, NC 27607-3371
Telephone: (919) 825-2500
Fax: (919) 825-2685

**UNIFIED HAZARD MITIGATION ASSISTANCE
GRANT PROGRAM (HMA)
2013
LETTER OF INTEREST (Revised 9/5/13)**

APPLICANT: Hyde County NC

COUNTY: Hyde

POINT OF CONTACT NAME AND TITLE: Kris Noble, County Planner

ADDRESS: P.O. Box 188, 30 Oyster Creek Rd. Swan Quarter, NC 27885

TELEPHONE: (252) 926-4180 or 926-4474 (Averi Simmons)

FAX: (252) 926-3701

EMAIL: knoble@hydecountync.gov

NAME OF YOUR JURISDICTION'S LOCAL MITIGATION PLAN: Hyde County Multi-Hazard Mitigation Plan

I understand that the **non-Federal share** of HMA project funding may be up to 25% of total project costs, and I certify that the funding to support this share of costs will be available at the time of funding.

Print Name: Bill Rich **Title:** County Manager

Signature:  **Date:** 9/5/13

Eligible project types: Mitigation Planning, Acquisition, Elevation, Wind Retrofit, Community Tornado Safe Rooms.

Guidance: www.fema.gov/hazard-mitigation-assistance

Description of problem to be mitigated (if project is an acquisition or elevation, tax cards and elevation certificates must be provided. If applying for funding for a Hazard Mitigation Plan, note that only proposals for regional plans will be accepted.

Hyde County is applying to the North Carolina Division of Emergency Management (NCDEM) and the Federal Emergency Management Agency (FEMA) for Unified Hazard Mitigation Assistance (HMA) Program funds to elevate approximately fifteen (15) primary residential structures above the 100-year or "base" flood elevation, and to acquire two (2) additional homes that were substantially damaged during Hurricane Irene in August 2011. All of these properties are severely flood-prone, qualify as either repetitive loss or severe repetitive loss properties on the county's 2013 NFIP Repetitive Loss List, and suffered recent flood damage that includes the following events: Hurricane Bonnie in 1998, Hurricane Floyd in 1999, Hurricane Isabel in 2003, and Hurricane Irene in 2011. The proposed project is intended primarily to mitigate against future damages from floods, as the entire project area is within the 100-year floodplain. The

level of protection provided would be to the 100-year event. The useful mean economic lifetime of structures to be elevated is estimated to be fifty (50) years.

Description of previous damages and/or hazard history: (Attach additional sheets if necessary):

Hyde County sustained significant damage to crops, infrastructure, and commercial and residential property during Hurricane Irene. A damage summary is attached. Also attached are two assessments of damage (pre-Isabel) and Hurricane Isabel –2003) included in the county's approved Hazard Mitigation Plan.

Description of proposed project or mitigation measure: (List structures to be protected including location. Attach additional sheets if necessary.)

Many homes in Hyde County were inundated with flood waters during Hurricane Fran in 1996, Hurricane Bonnie in 1996, Hurricane Floyd in 1999, Hurricane Isabel in 2003, and Hurricane Irene in 2011. As Hyde County is already economically distressed in many areas, this flooding causes an intolerable degradation of the quality of life, housing stock, and economic base of the area. While property located in the Swan Quarter community suffered only minor damage during Hurricane Irene in August 2011 due to recent completion of a stormwater management dike/levee system, a number of residential property owners in the Scranton and Sladesville communities suffered significant damage from Hurricane Irene as the center of the storm moved immediately over that area of Hyde County.

The citizens of Hyde County have been very satisfied with the HMGP assistance they have received following Hurricane Fran (40 elevations) and Hurricane Isabel (27 elevations/4 acquisitions). The county is also in the process of completing two 2011 PDM elevations. The prior HMGP programs sponsored by the county have already proved successful. Other than some minor damage to insulation and ductwork, none of the 67 homes in Hyde County elevated with HMGP funds from 1998 through 2007 received any flood damage from Hurricane Irene. Therefore, more assistance with this activity is being pursued. The county has already undertaken an aggressive outreach and pre-application process to identify interested owners of repetitive loss properties, including previously uninsured properties. This information has been transmitted to NCDEM several times in recent years, most recently in the winter of 2012 following Hurricane Irene. Attached is a list of the seventeen (17) priority units identified by the county planning staff during a review of its NFIP Repetitive Loss List and comparison of RL properties with recent applications for assistance (PDM/Irene). All seventeen units qualify as either SRL or RL properties as outlined in the 8/29/13 memorandum delivered to the county by the State Hazard Mitigation Officer. As requested, Hyde County will deliver all requested detailed information and homeowner applications for units not already reviewed by NCDEM by 9/27/13.

Due to the fact that almost all of the flood damage since 1996 has been repetitive estuarine flooding and can be cost-effectively mitigated through the elevation process, Hyde County is not pursuing an extensive acquisition alternative at this time. The Hyde County Board of Commissioners has discussed this issue several times in open public forums. The citizens of Hyde County clearly prefer the elevation alternative because it allows them to remain on their property without displacement, and the county prefers the elevation alternative because it preserves the county's tax base, and eliminates the need for the county to maintain small, isolated parcels of land scattered throughout the county. The county has identified no practical public use for isolated parcels acquired with HMGP funds. However, the county has identified two households with hardship issues making acquisition more preferable to the homeowner.

The project will take place within the planning jurisdiction of Hyde County. The implementation of this project will eliminate repetitive flood damage experienced by up to seventeen (17) homeowners in Hyde County through acquisition or elevation of existing finished floor elevations above the Base Flood Elevation as specified by the Hyde County Flood Damage Prevention Ordinance, and foundation retrofitting as specified by universal engineering design standards and the North Carolina State Residential Building Code. Based upon the fact that only very minimal flood damage was observed to homes elevated with HMGP funds during Hurricane Irene in August 2011, the FEMA elevation program has already proven to be a viable mitigation alternative in Hyde County. It is expected that this proposed project will provide a significant reduction in post-disaster insurance settlements, direct FEMA payments to homeowners, and temporary displacement, uninsured losses, loss of personal property, and other primary and secondary adverse economic and human impacts resulting from flood damage.

Estimated Line Item Budget for Project Costs:

<u>Item Name</u>	<u>Unit Quantity</u>	<u>Unit of Measure</u>	<u>Unit Cost</u>	<u>Total Item Cost</u>
Elevation	15	EA	\$20,000	\$ 300,000
Foundation/Retrofitting	15	EA	\$80,000	\$ 1,200,000
Site/Elevation Survey	15	EA	\$ 1,500	\$ 22,500
Asbestos Inspection	15	EA	\$ 250	\$ 3,750
Elevation Feasibility/Design and Local Code Inspection	15	EA	\$ 4,000	\$ 60,000
Preparation of Bid Documents	15	EA	\$ 3,000	\$ 45,000
Preconstruction Interviews	15	EA	\$ 2,000	\$ 30,000
Resident Inspection	15	EA	\$ 7,500	\$ 112,500
Temporary Relocation Assistance	15	EA	\$ 2,000	\$ 30,000
Engineering Review	15	EA	\$ 1,000	\$ 15,000
Acquisition	2	EA	\$ 85,000	\$ 170,000
Acquisition Soft Costs	2	EA	\$ 2,500	\$ 5,000
Project Management	1	LS	\$104,000	\$ 104,000
Project Total				\$ 2,097,750

Technical Assistance Needed from NCEM: (To help us provide you with the best possible level of customer service, please indicate how much support you anticipate needing from NCEM):

- A. General, ongoing assistance and guidance
- B. Quite a bit of assistance
- C. Substantial hands-on assistance throughout the process

Please also describe the *type* of support you anticipate needing from NCEM (i.e. navigating FEMA's e-Grants system, providing data to support a Benefit-Cost Analysis, technical writing, etc.)

Hyde County requests that NCDEM staff review the attached list of seventeen (17) units to verify each unit's eligibility for assistance based upon revised UHMA assistance parameters, and to submit the required e-grants application following receipt of all new homeowner applications and additional information on each unit not previously submitted to the agency for PDM/Irene assistance.

1. NFIP Rep Loss Information

If you need a current copy of your community's rep loss list, please copy the attached request form onto your letterhead and return it to John.Crew@ncdps.gov

7. Important Deadlines:

A. August 9, 2013– Letters of Intent (LOIs) are due.

B. September 6, 2013 – All documents to support a benefit-cost analysis are due. For acquisition and elevation projects, these include tax cards and elevation certificates, as well as loss histories for all properties being mitigated. NCEM will conduct analysis to determine if projects are cost effective and therefore FEMA-eligible, and set up e-Grants accounts for eligible applicants. ****Please note that Mitigation projects require a FEMA-approved and adopted Hazard Mitigation Plan at the time of submittal to FEMA.**** Note that applications for regional hazard mitigation plans do *not* require a benefit-cost analysis. For technical assistance with these requirements, please contact Chris Crew, State Hazard Mitigation Officer (919) 825-2305.

B. September 27, 2013 – First draft of grant application with all attachments due in e-Grants for eligible applications.

C. October 11, 2013 – Date final drafts of grant applications are due to NCEM, integrating comments from NCEM Hazard Mitigation staff.

Please return completed LOI to:

Joyce Holley
NC Division of Emergency Management
Hazard Mitigation Branch
e-mail: joyce.holley@ncdps.gov

Statement of Assurances for Property Acquisition Projects

SEND THIS STATEMENT OF ASSURANCES ATTACHED WITH THE PROJECT APPLICATION, OR SEND TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY AT THE TIME OF APPLICATION.

NOTE: If you have questions regarding any of these assurances, please consult the program guidance and contact the sponsoring agency.

Name of Project Sub-Applicant: _____
State: _____

As the duly authorized representative of the sub-applicant, I certify that the sub-applicant:

1. Will ensure that participation by property owners is voluntary. The prospective participants have been informed in writing that participation in the program is voluntary, that the Sub-applicant will not use its eminent domain authority to acquire their property for the project purposes should negotiations fail;
2. Will ensure each property owner will be informed, in writing, of what the Sub-applicant considers to be the fair market value of the property. The Sub-applicant will use the Model Statement of Voluntary Transaction to document this and will provide a copy for each property after award;
3. Will accept all of the requirements of the FEMA grant and the deed restriction governing the use of the land, as restricted in perpetuity to open-space uses. The Sub-applicant will apply and record a deed restriction on each property in accordance with the language in the FEMA Model Deed Restriction. The community will seek FEMA approval for any changes in language differing from the Model Deed Restriction.
4. Will ensure that the land will be unavailable for the construction of flood damage reduction levees and other incompatible purposes, and is not part of an intended, planned, or designated project area for which the land is to be acquired by a certain date;
5. Will demonstrate that it has consulted with the US Army Corps of Engineers regarding the subject land's potential future use for the construction of a levee system, and will reject future consideration of such use if it accepts FEMA assistance to convert the property to permanent open-space;
6. Will demonstrate that it has coordinated with its State Department of Transportation to ensure that no future, planned improvements or enhancements to the Federal aid systems are under consideration that will affect the subject property;
7. Will remove existing structures within 90 days of settlement;

8. Post grant award, will ensure that a property interested is conveyed only with the prior approval of the FEMA Regional Director and only to another public entity or to a qualified conservation organization pursuant to 26 CFR 1.170A-14;
9. Will submit every three years to the Grantee, who will then submit to the FEMA Regional Director, a report certifying that it has inspected the subject property within the month preceding the report, and that the property continues to be maintained consistent with the provisions of the grant. If the subject property is not maintained according to the terms of the grant, the Grantee and FEMA, its representatives, designated authorities, and assigns are responsible for taking measures to bring the property back into compliance; and
10. Will not seek or accept the provision of, after settlement, disaster assistance for any purpose from any Federal entity with respect to the property, and FEMA will not distribute flood insurance benefits for that property for claims related to damage occurring after the date of the property settlement.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the identified assurances and certifications.

Type Name of Authorized Agent Title

Signature

Date Signed

FEMA Model Deed Restriction

Hazard Mitigation Assistance (HMA) Programs

Exhibit A is FEMA's Model Deed Restrictions that support 44 C.F.R. Part 80 requirements. Applications requesting mitigation assistance to acquire properties for open space purposes must include a copy of the deed restriction language proposed to meet these requirements.

The deed conveying the property to the locality must reference and incorporate Exhibit A (or equivalent name). Any variation from the model deed restriction can only be made with prior approval from FEMA's Office of Chief Counsel. Such requests should be made to the FEMA Regional Administrator through the relevant State or Tribal Office. Exhibit A shall be attached to the deed when recorded.

Exhibit A

In reference to the property or properties ("Property") conveyed by the Deed between [property owner] participating in the federally-assisted acquisition project ("the Grantor") and [the local government], ("the Grantee"), its successors and assigns:

SELECT THE APPROPRIATE MITIGATION GRANT PROGRAM AND DELETE ALL OTHERS:

WHEREAS, the **Flood Mitigation Assistance Program ("FMA")**, as authorized in the National Flood Insurance Reform Act of 1994, Sections 1366 and 1367, (42 USC §§ 4104c, 4104d), identifies the use of FMA funds for planning and carrying out activities designed to reduce the risk of flood damage to structures insurable under the National Flood Insurance Program ("NFIP");

WHEREAS, The Robert T. Stafford Disaster Relief and Emergency Assistance Act, ("The Stafford Act"), 42 U.S.C. § 5121 et seq., identifies the use of disaster relief funds under § 5170c, **Hazard Mitigation Grant Program ("HMGP")**, including the acquisition and relocation of structures in the floodplain;

WHEREAS, The Robert T. Stafford Disaster Relief and Emergency Assistance Act, ("The Stafford Act"), 42 U.S.C. § 5121 et seq., identifies the use of pre-disaster mitigation grants under § 5133, **Pre-Disaster Mitigation ("PDM")**, to assist States and local governments in implementing cost-effective hazard mitigation measures to reduce injuries, loss of life, and damage and destruction of property;

WHEREAS, the **Repetitive Flood Claims program ("RFC")**, as authorized by Section 1323 of the National Flood Insurance Act of 1968 (42 USC §§ 4030), as amended by the Bunning-Bereuter-Blumenauer Flood Insurance Reform Act of 2004, Public Law 108-264, identifies the use of RFC funds for reducing flood damages to individual properties

for which one or more claim payments for losses have been made under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund in the shortest period of time;

WHEREAS, the **Severe Repetitive Loss Pilot Program (“SRL”)**, as authorized under Sections 1361(A) of the National Flood Insurance Act of 1968 (NFIA, or “the Act”), 42 USC 4011 et seq., as amended by the National Flood Insurance Reform Act of 1994 (NFIRA); Public Law 103-325, and the Bunning-Bereuter-Blumenauer Flood Insurance Reform Act of 2004, Public Law 108-264, identifies the use of SRL funds for uses that reduce flood damages to properties insured under the National Flood Insurance Program (“NFIP”);

WHEREAS, the mitigation grant program provides a process for a local government, through the State, to apply for federal funds for mitigation assistance to acquire interests in property, including the purchase of structures in the floodplain, to demolish and/or remove the structures, and to maintain the use of the Property as open space in perpetuity;

Whereas, [State or Tribe] has applied for and been awarded such funding from the Department of Homeland Security, Federal Emergency Management Agency (“FEMA”) and has entered into a mitigation grant program Grant Agreement dated [date] with FEMA and herein incorporated by reference; making it a mitigation grant program grantee.

Whereas, the Property is located in [Village/City/County], and [Village/City/County] participates in the National Flood Insurance Program (“NFIP”) and is in good standing with NFIP as of the date of the Deed;

Whereas, the [local government], acting by and through the [local government] Board, has applied for and been awarded federal funds pursuant to an agreement with [State] dated [date] (“State-Local Agreement”), and herein incorporated by reference, making it a mitigation grant program subgrantee;

WHEREAS, the terms of the mitigation grant program statutory authorities, Federal program requirements consistent with 44 C.F.R. Part 80, the Grant Agreement, and the State-local Agreement require that the Grantee agree to conditions that restrict the use of the land to open space in perpetuity in order to protect and preserve natural floodplain values;

Now, therefore, the grant is made subject to the following terms and conditions:

1. Terms. Pursuant to the terms of the [select mitigation grant program] program statutory authorities, Federal program requirements consistent with 44 C.F.R. Part 80, the Grant Agreement, and the State-local Agreement, the following conditions and restrictions shall apply in perpetuity to the Property described in the attached deed and acquired by the Grantee pursuant to FEMA program requirements concerning the acquisition of property for open space:

a. Compatible uses. The Property shall be dedicated and maintained in perpetuity as open space for the conservation of natural floodplain functions. Such uses may include: parks for outdoor recreational activities; wetlands management; nature reserves; cultivation; grazing; camping (except where adequate warning time is not available to allow evacuation); unimproved, unpaved parking lots; buffer zones; and other uses consistent with FEMA guidance for open space acquisition, Hazard Mitigation Assistance, Requirements for Property Acquisition and Relocation for Open Space.

b. Structures. No new structures or improvements shall be erected on the Property other than:

i. A public facility that is open on all sides and functionally related to a designated open space or recreational use;

ii. A public rest room; or

iii. A structure that is compatible with open space and conserves the natural function of the floodplain, including the uses described in Paragraph 1.a., above, and approved by the FEMA Administrator in writing before construction of the structure begins.

Any improvements on the Property shall be in accordance with proper floodplain management policies and practices. Structures built on the Property according to paragraph b. of this section shall be floodproofed or elevated to at least the base flood level plus 1 foot of freeboard, or greater, if required by FEMA, or if required by any State, Tribal, or local ordinance, and in accordance with criteria established by the FEMA Administrator.

c. Disaster Assistance and Flood Insurance. No Federal entity or source may provide disaster assistance for any purpose with respect to the Property, nor may any application for such assistance be made to any Federal entity or source. The Property is not eligible for coverage under the NFIP for damage to structures on the property occurring after the date of the property settlement, except for pre-existing structures being relocated off the property as a result of the project.

d. Transfer. The Grantee, including successors in interest, shall convey any interest in the Property only if the FEMA Regional Administrator, through the State, gives prior written approval of the transferee in accordance with this paragraph.

i. The request by the Grantee, through the State, to the FEMA Regional Administrator must include a signed statement from the proposed transferee that it acknowledges and agrees to be bound by the terms of this section, and documentation of its status as a qualified conservation organization if applicable.

ii. The Grantee may convey a property interest only to a public entity or to a qualified conservation organization. However, the Grantee may convey an easement or lease to a private individual or entity for purposes compatible with the uses described in paragraph

(a), of this section, with the prior approval of the FEMA Regional Administrator, and so long as the conveyance does not include authority to control and enforce the terms and conditions of this section.

iii. If title to the Property is transferred to a public entity other than one with a conservation mission, it must be conveyed subject to a conservation easement that shall be recorded with the deed and shall incorporate all terms and conditions set forth in this section, including the easement holder's responsibility to enforce the easement. This shall be accomplished by one of the following means:

a) The Grantee shall convey, in accordance with this paragraph, a conservation easement to an entity other than the title holder, which shall be recorded with the deed, or

b) At the time of title transfer, the Grantee shall retain such conservation easement, and record it with the deed.

iv. Conveyance of any property interest must reference and incorporate the original deed restrictions providing notice of the conditions in this section and must incorporate a provision for the property interest to revert to the State, Tribe, or local government in the event that the transferee ceases to exist or loses its eligible status under this section.

2. Inspection. FEMA, its representatives and assigns including the State or Tribe shall have the right to enter upon the Property, at reasonable times and with reasonable notice, for the purpose of inspecting the Property to ensure compliance with the terms of this part, the Property conveyance and of the grant award.

3. Monitoring and Reporting. Every three years on [date], the Grantee (mitigation grant program subgrantee), in coordination with any current successor in interest, shall submit through the State to the FEMA Regional Administrator a report certifying that the Grantee has inspected the Property within the month preceding the report, and that the Property continues to be maintained consistent with the provisions of 44 C.F.R. Part 80, the property conveyance, and the grant award.

4. Enforcement. The Grantee (mitigation grant program subgrantee), the State, FEMA, and their respective representatives, successors and assigns, are responsible for taking measures to bring the Property back into compliance if the Property is not maintained according to the terms of 44 C.F.R. Part 80, the property conveyance, and the grant award. The relative rights and responsibilities of FEMA, the State, the Grantee, and subsequent holders of the property interest at the time of enforcement, shall include the following:

a. The State will notify the Grantee and any current holder of the property interest in writing and advise them that they have 60 days to correct the violation.

i. If the Grantee or any current holder of the property interest fails to demonstrate a good faith effort to come into compliance with the terms of the grant within the 60-day period,

the State shall enforce the terms of the grant by taking any measures it deems appropriate, including but not limited to bringing an action at law or in equity in a court of competent jurisdiction.

ii. FEMA, its representatives, and assignees may enforce the terms of the grant by taking any measures it deems appropriate, including but not limited to 1 or more of the following:

a) Withholding FEMA mitigation awards or assistance from the State or Tribe, and Grantee; and current holder of the property interest.

b) Requiring transfer of title. The Grantee or the current holder of the property interest shall bear the costs of bringing the Property back into compliance with the terms of the grant; or

c) Bringing an action at law or in equity in a court of competent jurisdiction against any or all of the following parties: the State, the Tribe, the local community, and their respective successors.

5. Amendment. This agreement may be amended upon signatures of FEMA, the State, and the Grantee only to the extent that such amendment does not affect the fundamental and statutory purposes underlying the agreement.

6. Severability. Should any provision of this grant or the application thereof to any person or circumstance be found to be invalid or unenforceable, the rest and remainder of the provisions of this grant and their application shall not be affected and shall remain valid and enforceable.

[Signed by Grantor(s) and Grantee, witnesses and notarization in accordance with local law.]

Grantor's Signature _____

Date _____

Name (printed or typed) _____

Grantee's Signature _____

Date _____

Grantee's Name _____

Grantee's Title _____

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Chairman Swindell**
Attachment: **Yes**

ITEM TITLE: **BUDGET MATTERS**

SUMMARY: One departmental budget revision requires Board approval.

RECOMMEND: Discuss and approve.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS
2013/2014 BUDGET REVISIONS**

MEETING DATE 10/7/2013					"+" EXP BUDGET "+" REV BUDGET	"- " EXP BUDGET "- " REV BUDGET
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT	
	Planning		Recreation & Parks Master Plan Update Region 9 Community Transformation Grant	\$ 12,000.00		\$ 12,000.00
				\$ 12,000.00		\$ 12,000.00
			On September 3, 2013, Hyde County was awarded funding in the amount of \$12,000 from the Region 9 Community Transformation Project. This funding is for the revision of the Hyde County Recreation & Parks Master Plan. This funding DOES increase the Planning Department's budget, without increasing and local appropriations.			

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____



REGION 9 COMMUNITY TRANSFORMATION GRANT PROJECT

COMMUNITIES TRANSFORMING TO MAKE HEALTHY LIVING EASIER

Pasquotank Perquimans Camden Chowan Currituck Bertie Gates Dare Edgecombe Hertford Hyde Northampton Martin Tyrrell Washington

August 2013

Jerry Parks, MPH
Fiscal Lead
Lead Region 9 Health Director
Albemarle Regional Health Services

Anne Thomas, RN, MPA
Lead Region 9 Health Director
Dare County Department of Public Health

Kathleen DeVore Jones, RN,
MSPH
Health Director
Martin-Tyrrell-Washington District
Health Department

John White
Interim-Health Director
Northampton County Health Department

Karen Lachapelle, MAEd
Health Director
Edgecombe County Health Department

James Madson, RN, MPH
Health Director
Hertford County Public Health Authority

Wesley Smith, MBA
Health Director
Hyde County Health Department

Bill Rich, County Manager
Kris Noble, Planning & Economic Development Director
Hyde County, Office of Planning and Economic Development
PO Box 188
30 Oyster Creek Road
Swan Quarter, NC 27885

Dear Mr. Rich & Mrs. Noble,

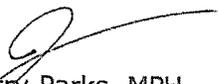
Congratulations! The Centers for Disease Control and Prevention, North Carolina Division of Public Health, Region 9 Community Transformation Grant Project's Strategic Leadership Team, and Region 9's Active Living Action Team have approved funding in the amount of \$12,000 for the "**Hyde County Recreation & Parks Master Plan**" project. Funding for this project can go towards Consultant contractual services for plan preparation aligned with the proposal's identified program expenses at the amount of \$12,000. This grant is funding through Region 9's CTG Project.

Enclosed is a check in the amount of \$12,000.00 payable to the County of Hyde. Please email Jill Jordan at jjordan@arhs-nc.org to confirm your receipt of the check. *The check needs to be cashed within 30 days after receipt of check.* Region 9 CTG Project requires the completion of a Mid-year Expenditure and Budget report and an End-of-Year (Final) Expenditure and Budget report due to Albemarle Regional Health Services-CTG Project. The Mid-Year Expenditure and Budget report is due January 15, 2014, and the End-of-Year (Final) report is due July 15, 2014. **All funds need to be expended by June 30, 2014.** The reporting documents and report due date reminders will be sent via e-mail.

We look forward to hearing of your successes related to this project throughout the grant year and beyond. We value this partnership as we work together to increase the number of new or revised land use plans including health considerations.

Should you require additional information, please contact Jill Jordan at (252) 338-4483. Again, your commitment to your community's health is appreciated.

Sincerely yours,


Jerry Parks, MPH
Health Director - Albemarle Regional Health Services
Fiscal Lead - Region 9 CTG Project

HYDE COUNTY BOARD OF COMMISSIONERS
2013/2014 BUDGET REVISIONS

MEETING DATE 10/7/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"4" EXP BUDGET "1" REV BUDGET	"2" EXP BUDGET "4" REV BUDGET
				DEBIT	CREDIT
03-14	Family Planning	10-3480.0003	Revenue - Family Planning (State)	\$ 1,148.00	
	"	10-3481.0051	Revenue - Medicaid Escrow		\$ 1,148.00
				\$ 1,148.00	\$ 1,148.00
			<p>This budget revision reflects an unanticipated 3.7% reduction in the Maternal and Child Health Block grant. Due to this funding reduction, Hyde County Health Department will revise the deliverables previously submitted in the original Family Planning Agreement Addendum (AA) and in Revision #1 to the AA, to continue to provide and/or assure low income patients in North Carolina access to family planning services. Any revenue shortages will be covered by Family Planning Medicaid Escrow Funds. This revision DOES NOT increase the budget for Family Planning.</p>		

REQUESTED  DATE 9-11-13

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

Division of Public Health Agreement Addendum FY 13-14

Hyde County Health Department
Local Health Department Name

Women's and Children's Health/Women's Health
DPH Section/Branch Name

151 Family Planning (HMHC)
Activity Number and Description

Tricia Parish, (919) 707-5696
tricia.parish@dhhs.nc.gov
DPH Program Contact Name, Telephone
Number (with area code) and Email

06/01/2013-05/31/2014
Service Period

DPH program signature _____ Date _____
(only required for negotiable agreement
addendum)

07/01/2013-06/30/2014
Payment Period

- Original Agreement Addendum
 Agreement Addendum Revision # 2 (please do not put the Aid to County revision # here)

I. **Background:**
No change.

II. **Purpose:**
This Revision #2 to the Agreement Addendum reduces by approximately 3.7% the funding for this Activity due to a reduction in the Maternal and Child Health Block grant.

III. **Scope of Work and Deliverables:**

Due to the funding reduction in the Maternal and Child Health Block grant, the Local Health Department must provide revised information and complete the revised attachments below as part of this negotiable Agreement Addendum revision.

The Local Health Department shall provide and/or assure low income patients in North Carolina access to family planning services in accordance with all the requirements established in the original Agreement Addendum and in Revision #1 to the Agreement Addendum.

Health Director Signature (use blue ink)

Date

Local Health Department to complete: (If follow up information is needed by DPH)	LHD program contact name: _____ Phone number with area code: _____ Email address: _____
---	---

Signature on this page signifies you have read and accepted all pages of this document.

Instructions: Complete, sign and return all relevant pages.

Complete the Non-Medicaid Services and Other Program Services section below along with worksheets A-1 and B-1 (attached). Women's Health Branch staff will review and approve.

Non-Medicaid Services (Attachment A-1)

Amount \$ _____

The Health Department will provide Non-Medicaid Service Deliverables in FY14 that meet or exceed the total dollar value of all services budgeted. Health Information System (HIS) service data as of August 31, 2014 will provide the documentation.

Other Program Services (Attachment B-1)

Amount \$ _____

If the Health Department's estimated cost of non-Medicaid service deliverables is less than the total amount of Department of Health and Human Services (DHHS) funds budgeted in the Family Planning Activity 151 budgetary estimate (HMHC)/DPH Aid to Counties Database (WIRM), subject to WHB approval, my Health Department will use the remaining DHHS funds to further the program's goals and objectives. Information describing how these funds are to be used should be completed on Attachment B and returned.

Total Family Planning Budget Estimates (Attachment A-1 + Attachment B-1)

Total Amount \$ _____

IV. Performance Measures/Reporting Requirements:

No change.

V. Performance Monitoring and Quality Assurance:

No change.

VI. Funding Guidelines or Restrictions: (if applicable)

No change.

Attachment A-1
Non-Medicaid Services

Worksheet Instructions: See WORKSHEET below. The worksheet is included for your use and **does not have to be returned**. These reimbursement rates are given as approximates in estimating the total cost of Attachment A-1 and local agencies must do an annual cost analysis to determine their own costs. Local agencies must use current or the most recent reimbursement rates available when possible for each service type in estimating the total cost of Attachment A-1 deliverables.

FAMILY PLANNING WORKSHEET							
CPT Code	Service Type		Estimated # of Services	X	CPT Rate	=	Total
99201	FP	Office/Outpatient Visit, New		x	\$62.10	=	
99202	FP	Office/Outpatient Visit, New		x	\$93.15	=	
99203	FP	Office/Outpatient Visit, New		x	\$132.48	=	
99204	FP	Office/Outpatient Visit, New		x	\$194.58	=	
99205	FP	Office/Outpatient Visit, New		x	\$244.26	=	
99211	FP	Office/Outpatient Visit, Est.		x	\$34.16	=	
99212	FP	Office/Outpatient Visit, Est.		x	\$56.93	=	
99213	FP	Office/Outpatient Visit, Est.		x	\$78.66	=	
99214	FP	Office/Outpatient Visit, Est.		x	\$122.13	=	
99215	FP	Office/Outpatient Visit, Est.		x	\$182.16	=	
99383	FP	Prev visit, New, Age 5-11		x	\$154.00	=	
99384	FP	Prev visit, New, Age 12-17		x	\$169.00	=	
99385	FP	Prev visit, New, Age 18-39		x	\$167.00	=	
99386	FP	Prev visit, New, Age 40-64		x	\$199.00	=	
99393	FP	Prev Visit, Est, Age 5-11		x	\$146.00	=	
99394	FP	Prev visit, Est, Age 12-17		x	\$146.00	=	
99395	FP	Prev visit, Est, Age 18-39		x	\$142.00	=	
99396	FP	Prev visit, Est, Age 40-64		x	\$158.00	=	
J1055	FP	Depo-Provera Injection		x	\$39.04	=	
11981	FP	non-biodegradable drug delivery implant insertion		x	\$101.87	=	
11982	FP	non-biodegradable drug delivery implant removal		x	\$117.41	=	
11983	FP	non-biodegradable drug delivery removal and reinsertion		x	\$182.72	=	
58300	FP	IUD Insertion		x	\$60.97	=	
58301	FP	IUD Removal		x	\$74.87	=	
J7300	FP	Paragard		x	\$386.89	=	
J7302	FP	Mirena		x	\$745.23	=	
81025	FP	Pregnancy Test		x	\$8.04	=	
96152		Health and Behavior Intervention, each 15 min.		x	\$19.06	=	
97802		Medical Nutrition Therapy, Initial, each 15 min		x	\$24.51	=	
97803		Medical Nutrition Therapy, Reassment, each 15 min		x	\$21.44	=	
S4993	FP	Birth Control Pill		x	\$3.03	=	
11976	FP	Remove w/o reinsertion contraceptive implant		x	\$111.27	=	
57170	FP	Fitting of Diaphragm/cap		x	\$53.91	=	
36415		Venipuncture, DMA Only		x	\$2.78	=	
J7307	FP	Nexplanon		x	\$698.99	=	
85013	FP	Hematocrit		x	\$3.01	=	
85018	FP	Hemoglobin		x	\$3.01	=	
81000	FP	Urinalysis, Non-Suto		x	\$4.03	=	
81001	FP	Urinalysis, Auto w/scope		x	\$4.03	=	

(Continued on next page)

For Local Use Only – Do Not Submit to DPH

Attachment A-1/Worksheet (continued)

Worksheet Instructions: See WORKSHEET below. The worksheet is included for your use, and does not have to be returned. These reimbursement rates are given as approximates in estimating the total cost of Section A and local agencies must do an annual cost analysis to determine their own costs.

FAMILY PLANNING WORKSHEET							
CPT Code	Service Type		Estimated # of Services	X	CPT Rate	=	Total
81002	FP	Urinalysis, Auto w/scope		x	\$3.25	=	
81003	FP	ua, dip stick or tab, automated, wo scope		x	\$2.86	=	
87210	FP	Wet mount, simple stain, for bacteria		x	\$4.85	=	
87086		Urine culture, colony count		x	\$10.26	=	
87591	FP	GenProbe-GC		x	\$31.18	=	
87491	FP	GenProbe-Chlamydia		x	\$31.18	=	
82947		Glucose, Fasting Blood Sugar (FBS)		x	\$4.99	=	
82948		Glucose, blood reagent strip		x	\$4.03	=	
82950		Glucose (post glucose dose, includes glucose)		x	\$6.04	=	
82951		GTT (3 specimens + glucose)		x	\$16.37	=	
82270		Fecal occult blood		x	\$4.13	=	
89310	FP	semen analysis (presence &/or motility; post-coital)		x	\$10.66	=	
56501		Destruction/vulvar lesions		x	\$100.34	=	
54050	FP	Destruction/penis lesions		x	\$98.84	=	
11976	FP	Remove w/o reinsertion contraceptive implant		x	\$111.27	=	
Note: The following service types do not have a Medicaid reimbursement rate. Use your agency cost as determined by your cost analysis in planning your deliverables.							
J7304	FP	Contraceptive Patch		x		=	
J7303	FP	Contraceptive Vaginal Ring		x		=	
		Emergency Contraception (Plan B, Plan B One Step, Generic etc)		x		=	
Please list below any other services you will be providing that are not included in this list.							
				x		=	
				x		=	
				x		=	
				x		=	
				x		=	
				x		=	
				x		=	
				x		=	
				x		=	
				x		=	
				x		=	
GRAND TOTAL							

For Local Use Only – Do Not Submit to DPH

Attachment B-1
Other Program Services

Instructions: If the total estimated cost of Attachment A-1, Non-Medicaid Services is less than the total amount of DHHS funds budgeted in the Family Planning activity 151 budgetary estimate (HMHC) / DPH Aid to County Database (WIRM), provide information on how the local agency will use the remaining DHHS funds to further the program's goals and objectives. List only activities that are not Medicaid reimbursable and not part of the cost of the service deliverables in Attachment A-1. **No physician time can be billed except for clinical visits that are not reimbursed by Medicaid in Attachment A-1.** The total estimated cost of all Attachment A-1 and B-1 deliverables must equal or exceed the total DHHS/HMHC funds budgeted. See the following page for suggested allowable areas of expenditures for this section.

Deliverables	Estimated Cost
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Total Cost: _____

Please insert total on page 2, "Other Program Services (Attachment B-1)."

Attachment B-1: Other Program Deliverables Suggestions

Note: Attachment B-1 deliverables are similar to Attachment A-1 deliverables in that the services are not reimbursed by Medicaid. Only non-Medicaid reimbursable clinical services (CPT-encoded) should be included in Attachment A-1.

1. Community Development Activities, e.g., gathering representatives from businesses, client populations, churches, etc., to:
 - identify women's health problems
 - build advocacy in the community for women's health services
2. Community Education Activities, e.g., educating the community about:
 - adverse impact of women's health problems
 - favorable impact of family planning and other women's preventive health services
3. Expansion of Clinics by Outreach /Recruitment/Nontraditional Sites and Times for Clinics
 - communicating the benefits of Family Planning Services, focusing on features of the service that are attractive to clients (efficiency, caring staff, etc.)
 - gathering data on needed expansion of hours and sites: initiating expansion
4. Building Support for the Program
 - communicating to decision-makers the economic benefits of Family Planning
 - discussing the benefits to business and industry (delayed/planned childbearing, reduced sick leave)
5. Promotion of Preconception Health
 - folic acid consumption
 - smoking cessation
 - healthy weight
 - reproductive life planning
6. Provision of Care Coordination to High-Risk Family Planning Clients
7. Offering Incentive Programs to Promote Healthy Behaviors
8. Supporting Family Planning Staff Development Training Activities
9. Enhanced Services: Interpretation, Transportation
10. Enhanced Clinic Records Systems
11. Enhanced Community Needs Assessment Activities
12. Purchase of Family Planning Resource Materials (e.g., texts, journal subscriptions, etc.)
13. Provision of Enabling Services for Postpartum Sterilization (e.g., childcare, transportation)

For Local Use Only – Do Not Submit to DPH
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Allocation Page
For Fiscal Year:13/14
Estimate Number: 2

Waiting for Budget Admin Approval

CONTRACT
AUG 19 2013

			151 13A1 5735 00 Payment Period 07/01-06/30 Service Period 06/01-05/31	151 13A1 5735 AP Payment Period 07/01-06/30 Service Period 06/01-05/31	151 13A1 5735 AP Payment Period 11/01-00/30 Service Period 10/01-09/31	151 13A1 5735 AV Payment Period 07/01-06/30 Service Period 06/01-05/31	151 13A1 592B FP Payment Period 07/01-07/29 Service Period 06/01-06/29	151 13A1 592C FP Payment Period 08/01-08/30 Service Period 07/01-07/31	151 13A1 602A FR Payment Period 07/01-06/30 Service Period 06/01-05/31	Proposed Total	Now Total
01 ALAMANCE	"	1	\$1,456.00	\$15,939.00	\$31,878.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,273.00	\$120,925.00
02 ALEXANDER	"	1	\$5,024.00	\$55,007.00	\$110,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$170,046.00	\$405,992.00
04 ANSON	"	1	\$1,328.00	\$14,535.00	\$29,071.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,934.00	\$74,594.00
02 APPALACHIAN	"	1	\$1,569.00	\$17,177.00	\$34,354.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,169.00	\$90,828.00
07 BEAUFORT	"	1	\$2,216.00	\$24,263.00	\$48,526.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,004.00	\$175,722.00
09 BLADEN	"	1	\$1,894.00	\$21,170.00	\$42,339.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,443.00	\$112,151.00
10 BRUNSWICK	"	1	\$1,128.00	\$12,350.00	\$24,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,178.00	\$64,238.00
11 BURKHOPE	"	1	\$1,804.00	\$19,757.00	\$39,513.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59,274.00	\$109,912.00
12 BURKE	"	1	\$4,294.00	\$47,009.00	\$94,018.00	\$0.00	\$0.00	\$0.00	\$0.00	\$141,027.00	\$319,912.00
13 CABARRIUS	"	1	\$1,872.00	\$20,493.00	\$40,986.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61,479.00	\$109,559.00
14 CALDWELL	"	1	\$1,029.00	\$11,271.00	\$22,542.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,842.00	\$61,071.00
16 CARRERT	"	1	\$2,380.00	\$26,061.00	\$52,124.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78,568.00	\$142,755.00
17 CASWELL	"	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$122,300.00
18 CATAWBA	"	2	\$1,206.00	\$13,206.00	\$26,412.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,618.00	\$68,371.00
19 CHATHAM	"	2	\$491.00	\$4,765.00	\$9,530.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,295.00	\$26,371.00
20 CHEROKEE	"	1	\$1,064.00	\$11,664.00	\$23,328.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,056.00	\$72,473.00
22 CLAY	"	1	\$579.00	\$6,335.00	\$12,670.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,005.00	\$39,585.00
23 CLEVELAND	"	1	\$2,693.00	\$29,502.00	\$59,004.00	\$0.00	\$0.00	\$0.00	\$0.00	\$88,506.00	\$117,940.00
24 COLUMBUS	"	1	\$431.00	\$4,718.00	\$9,436.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,154.00	\$29,585.00
25 CRAVEN	"	1	\$3,442.00	\$37,694.00	\$75,389.00	\$0.00	\$0.00	\$0.00	\$0.00	\$113,083.00	\$205,266.00
26 CUMBERLAND	"	2	\$368.00	\$4,029.00	\$8,058.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,117.00	\$24,274.00
28 DARE	"	1	\$594.00	\$6,530.00	\$13,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,644.00	\$39,288.00
29 DAVIDSON	"	1	\$327.00	\$3,526.00	\$7,052.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,578.00	\$21,156.00
30 DAVIE	"	1	\$1,113.00	\$12,189.00	\$24,377.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,566.00	\$73,132.00
31 DUBLIN	"	1	\$1,563.00	\$17,111.00	\$34,222.00	\$0.00	\$0.00	\$0.00	\$0.00	\$51,333.00	\$102,666.00
32 DURHAM	"	1	\$2,904.00	\$31,793.00	\$63,586.00	\$0.00	\$0.00	\$0.00	\$0.00	\$95,379.00	\$190,758.00
33 EDGEcombe	"	1	\$3,943.00	\$43,794.00	\$87,588.00	\$0.00	\$0.00	\$0.00	\$0.00	\$131,382.00	\$262,764.00
34 FOREST	"	1	\$3,435.00	\$37,607.00	\$75,214.00	\$0.00	\$0.00	\$0.00	\$0.00	\$112,821.00	\$225,642.00
35 FRANKLIN	"	1	\$534.00	\$5,874.00	\$11,748.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,592.00	\$35,184.00
36 GASTON	"	1	\$880.00	\$9,680.00	\$19,360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,040.00	\$58,080.00
38 GRAHAM	"	1	\$397.00	\$4,360.00	\$8,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,480.00	\$26,960.00
39 GRAN-VANCE	"	1	\$2,306.00	\$25,245.00	\$50,490.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,735.00	\$151,470.00
40 GREENE	"	1	\$1,519.00	\$16,678.00	\$33,356.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,914.00	\$99,828.00
41 GUILFORD	"	1	\$6,187.00	\$67,740.00	\$135,480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$203,220.00	\$406,440.00
42 HALTAM	"	1	\$4,465.00	\$48,690.00	\$97,380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$146,070.00	\$292,140.00
43 HARNETT	"	1	\$1,134.00	\$12,418.00	\$24,836.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,254.00	\$74,508.00
44 HAYWOOD	"	1	\$1,655.00	\$18,230.00	\$36,460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54,690.00	\$109,380.00
45 HENDERSON	"	1	\$924.00	\$10,114.00	\$20,228.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,342.00	\$60,684.00
46 HERTFORD	"	1	\$2,890.00	\$31,639.00	\$63,278.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94,917.00	\$189,834.00
47 Hoke	"	1	\$853.00	\$9,344.00	\$18,688.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,032.00	\$56,064.00
48 HYDE	"	1	\$861.00	\$9,479.00	\$18,958.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,437.00	\$56,874.00
49 IREDELL	"	1	\$2,248.00	\$24,611.00	\$49,222.00	\$0.00	\$0.00	\$0.00	\$0.00	\$73,834.00	\$147,668.00
50 JACKSON	"	1	\$3,347.00	\$36,644.00	\$73,288.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,132.00	\$220,264.00
51 JOHNSTON	"	1	\$1,085.00	\$11,894.00	\$23,788.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,682.00	\$71,364.00
52 JONES	"	1	\$958.00	\$10,465.00	\$20,930.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,395.00	\$62,790.00
53 LEE	"	1	\$1,619.00	\$17,721.00	\$35,442.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,863.00	\$105,726.00
54 LENOIR	"	1	\$3,647.00	\$39,929.00	\$79,858.00	\$0.00	\$0.00	\$0.00	\$0.00	\$119,717.00	\$239,434.00
55 LINCOLN	"	1	\$119.00	\$1,306.00	\$2,612.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,918.00	\$7,836.00
56 MACON	"	1	\$711.00	\$7,781.00	\$15,562.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,343.00	\$46,686.00
57 MADISON	"	1	\$1,225.00	\$13,415.00	\$26,830.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,245.00	\$80,490.00
D4 MAR-TYR-WASH	"	1	\$4,217.00	\$46,171.00	\$92,342.00	\$0.00	\$0.00	\$0.00	\$0.00	\$138,513.00	\$277,026.00
60 MECKLENBURG	"	1	\$14,234.00	\$155,890.00	\$311,780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$467,670.00	\$935,340.00
62 MONTGOMERY	"	1	\$335.00	\$3,667.00	\$7,334.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,031.00	\$22,062.00
63 MOORE	"	1	\$2,958.00	\$32,385.00	\$64,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$97,145.00	\$194,290.00
64 NASH	"	1	\$2,669.00	\$29,222.00	\$58,444.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,666.00	\$175,332.00
65 NEW HANOVER	"	1	\$1,980.00	\$21,678.00	\$43,356.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,734.00	\$129,468.00
66 NORTHAMPTON	"	1	\$1,907.00	\$20,884.00	\$41,768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,652.00	\$125,304.00
67 ONSLOW	"	1	\$5,648.00	\$61,840.00	\$123,680.00	\$0.00	\$0.00	\$0.00	\$0.00	\$185,560.00	\$371,120.00
68 ORANGE	"	1	\$2,473.00	\$27,077.00	\$54,154.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81,308.00	\$162,616.00
69 PAMLICO	"	1	\$1,208.00	\$13,231.00	\$26,462.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,693.00	\$79,386.00
71 PENDER	"	1	\$1,924.00	\$21,066.00	\$42,132.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,264.00	\$126,528.00
73 PERSON	"	1	\$1,599.00	\$17,589.00	\$35,178.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,767.00	\$105,534.00
74 PITT	"	1	\$2,567.00	\$28,109.00	\$56,218.00	\$0.00	\$0.00	\$0.00	\$0.00	\$84,327.00	\$168,654.00
76 RANDOLPH	"	1	\$3,512.00	\$38,455.00	\$76,910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$115,365.00	\$230,730.00

77 RICHMOND	-	1	\$1,740.00	\$19,051.00	\$38,102.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,893.00	\$102,336.00
78 ROBESON	-	1	\$4,123.00	\$45,138.00	\$90,276.00	\$0.00	\$0.00	\$0.00	\$0.00	\$139,537.00	\$255,584.00
79 ROCKINGHAM	-	1	\$3,314.00	\$36,279.00	\$72,559.00	\$0.00	\$0.00	\$0.00	\$0.00	\$112,152.00	\$213,043.00
80 ROWAN	-	1	\$3,281.00	\$35,923.00	\$71,845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$111,849.00	\$213,268.00
85 R-P-M	-	1	\$3,951.00	\$43,264.00	\$86,528.00	\$0.00	\$0.00	\$0.00	\$0.00	\$133,743.00	\$230,951.00
82 SAMPSON	-	1	\$1,617.00	\$17,702.00	\$35,404.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,723.00	\$113,617.00
83 SCOTLAND	-	1	\$2,254.00	\$24,683.00	\$49,366.00	\$0.00	\$0.00	\$0.00	\$0.00	\$74,303.00	\$141,148.00
84 STAHLY	-	1	\$681.00	\$9,649.00	\$19,299.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,615.00	\$73,684.00
85 STOKES	-	1	\$2,099.00	\$22,977.00	\$45,954.00	\$0.00	\$0.00	\$0.00	\$0.00	\$71,830.00	\$119,966.00
86 SURREY	-		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
87 SWAIN	-	1	\$1,201.00	\$13,152.00	\$26,304.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,657.00	\$62,662.00
86 TOE RIVER	-	1	\$3,036.00	\$33,243.00	\$66,487.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,766.00	\$185,659.00
88 TRANSYLVANIA	-	1	\$1,144.00	\$12,530.00	\$25,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,734.00	\$67,623.00
90 UNION	-	1	\$1,569.00	\$17,178.00	\$34,357.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,194.00	\$118,291.00
92 WAKE	-	1	\$4,485.00	\$49,116.00	\$98,232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$151,834.00	\$285,584.00
93 WARREN	-	1	\$1,574.00	\$17,009.00	\$34,019.00	\$0.00	\$0.00	\$0.00	\$0.00	\$66,802.00	\$103,786.00
96 WAYNE	-	1	\$2,633.00	\$28,833.00	\$57,666.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89,132.00	\$156,143.00
97 WILKES	-	1	\$1,833.00	\$21,181.00	\$42,363.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,456.00	\$99,334.00
98 WILSON	-	1	\$2,004.00	\$21,936.00	\$43,872.00	\$0.00	\$0.00	\$0.00	\$0.00	\$67,812.00	\$103,356.00
99 YADKIN	-	1	\$493.00	\$5,379.00	\$10,759.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,641.00	\$51,203.00
Totals			\$187,522.00	\$2,033,134.00	\$4,106,269.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,346,925.00	\$11,725,005.00

Signature and Date - DPH Program Administrator

Rebecca Miller

8/16/13

Signature and Date- DPH Section Chief

Patricia Andrews

8/16/13

Signature and Date- DPH Contracts Office

Rebecca Miller

8-19-13

Signature and Date - Division of Public Health Budget Officer

Frank McElroy

8/22/13

SM

Allocations to Local Health Departments for Women's Health Services, FY 13-14, MCHBG funds only

County	Family Planning	Activity 151
	13-14 Initial Estimate	13-14 Revised Allocation
ALAMANCE	\$ 51,213	\$ 49,272
ALBEMARLE REG	\$ 176,744	\$ 170,046
ALEXANDER	\$ 46,704	\$ 44,934
ANSON	\$ 55,191	\$ 53,099
APPALACHIAN	\$ 77,958	\$ 75,004
BEAUFORT	\$ 68,020	\$ 65,442
BLADEN	\$ 39,681	\$ 38,177
BRUNSWICK	\$ 63,480	\$ 61,074
BUNCOMBE	\$ 151,044	\$ 145,320
BURKE	\$ 65,846	\$ 63,351
CABARRUS	\$ 36,215	\$ 34,843
CALDWELL	\$ 83,739	\$ 80,566
CARTERET	\$ -	\$ -
CASWELL	\$ 42,438	\$ 40,830
CATAWBA	\$ 15,283	\$ 14,704
CHATHAM	\$ 38,134	\$ 36,689
CHEROKEE	\$ 37,426	\$ 36,008
CLAY	\$ 20,355	\$ 19,584
CLEVELAND	\$ 91,579	\$ 88,108
COLUMBUS	\$ 15,160	\$ 14,585
Craven	\$ 121,084	\$ 116,495
CUMBERLAND	\$ 195,387	\$ 187,983
DARE	\$ 12,945	\$ 12,454
DAVIDSON	\$ 46,674	\$ 44,905
DAVIE	\$ 39,163	\$ 37,679
DUPLIN	\$ 54,980	\$ 52,896
DURHAM	\$ 102,154	\$ 98,283
EDGEcombe	\$ 124,648	\$ 119,924
FORSYTH	\$ 120,836	\$ 116,257
FRANKLIN	\$ 18,776	\$ 18,064
GASTON	\$ 30,967	\$ 29,793
GRAHAM	\$ 13,978	\$ 13,448
GRAN-VANCE	\$ 81,115	\$ 78,041
GREENE	\$ 53,427	\$ 51,402
GUILFORD	\$ 217,656	\$ 209,408
HALIFAX	\$ 157,088	\$ 151,135
HARNETT	\$ 39,901	\$ 38,389
HAYWOOD	\$ 58,574	\$ 56,354
HENDERSON	\$ 32,498	\$ 31,266
HERTFORD	\$ 101,660	\$ 97,807
HOKE	\$ 30,022	\$ 28,884
HYDE	\$ 30,296	\$ 29,148
IREDELL	\$ 79,077	\$ 76,080
JACKSON	\$ 117,741	\$ 113,279

Allocations to Local Health Departments for Women's Health Services, FY 13-14, MCHBG funds only

County	Family Planning		Activity 151	
	13-14 Initial Estimate		13-14 Revised Allocation	
JOHNSTON	\$	38,183	\$	36,736
JONES	\$	33,689	\$	32,412
LEE	\$	56,940	\$	54,782
LENOIR	\$	128,296	\$	123,434
LINCOLN	\$	4,196	\$	4,037
MACON	\$	25,000	\$	24,053
MADISON	\$	43,105	\$	41,471
MAR-TYR-WASH	\$	148,351	\$	142,729
MECKLENBURG	\$	500,762	\$	481,785
MONTGOMERY	\$	11,784	\$	11,337
MOORE	\$	104,055	\$	100,112
NASH	\$	93,892	\$	90,334
NEW HANOVER	\$	69,654	\$	67,014
NORTHAMPTON	\$	67,101	\$	64,558
ONSLow	\$	198,697	\$	191,167
ORANGE	\$	87,000	\$	83,703
PAMLICO	\$	42,513	\$	40,902
PENDER	\$	67,686	\$	65,121
PERSON	\$	66,822	\$	64,290
PITT	\$	90,317	\$	86,894
RANDOLPH	\$	123,559	\$	118,877
RICHMOND	\$	61,213	\$	58,893
ROBESON	\$	145,033	\$	139,537
ROCKINGHAM	\$	116,569	\$	112,151
ROWAN	\$	115,423	\$	111,049
R-P-M	\$	139,011	\$	133,743
SAMPSON	\$	56,879	\$	54,723
SCOTLAND	\$	79,309	\$	76,303
STANLY	\$	30,989	\$	29,815
STOKES	\$	73,828	\$	71,030
SURRY	\$	-	\$	-
SWAIN	\$	42,258	\$	40,657
TOE RIVER	\$	106,814	\$	102,766
TRANSYLVANIA	\$	40,260	\$	38,734
UNION	\$	55,196	\$	53,104
WAKE	\$	157,815	\$	151,834
WARREN	\$	69,433	\$	66,802
WAYNE	\$	92,644	\$	89,133
WILKES	\$	68,014	\$	65,437
WILSON	\$	70,483	\$	67,812
YADKIN	\$	17,295	\$	16,640
TOTALS	\$	6,596,925	\$	6,346,925

HYDE COUNTY BOARD OF COMMISSIONERS
2013/2014 BUDGET REVISIONS

MEETING DATE 10/7/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				DEBIT	CREDIT
04-14	Maternal Health	10-3480.0012	Revenue - Maternal Health (State)	\$ 1,141.00	
		10-3481.0051	Revenue - Medicaid Escrow		\$ 1,141.00
				\$ 1,141.00	\$ 1,141.00
			<p>This budget revision reflects an unanticipated 7.8% reduction in the Maternal and Child Health Block grant. Due to this funding reduction, Hyde County Health Department will revise the deliverables previously submitted in the original Maternal Health Agreement Addendum (AA) to continue to provide and/or assure pregnant women in North Carolina access to early and continuous prenatal and postpartum care. Any revenue shortages will be covered by Maternal Health Medicaid Escrow Funds. This revision DOES NOT increase the budget for Maternal Health.</p>		

REQUESTED  DATE 9-11-13

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

Instructions: Complete, sign and return all pages.

Complete the Non-Medicaid Services and Other Program Services section below along with worksheet B-1 (attached). Women's Health Branch staff will review and approve.

Non-Medicaid Services (Attachment A-1)

Amount \$ _____

The Health Department will provide Non-Medicaid Service Deliverables in FY14 that meet or exceed the total dollar value of all services budgeted. Health Information System (HIS) service data as of August 31, 2014 will provide the documentation.

Other Program Services (Attachment B-1)

Amount \$ _____

If the Health Department's estimated cost of non-Medicaid service deliverables is less than the total amount of Department of Health and Human Services (DHHS) funds budgeted in the Maternal Health Activity 101 budgetary estimate (HMHC)/DPH Aid to Counties Database (WIRM). Subject to WHB approval, my Health Department will use the remaining DHHS funds to further the program's goals and objectives. Information describing how these funds are to be used should be completed on Attachment B and returned.

Total Maternal Health Budget Estimates (Attachment A-1 + Attachment B-1)

Total Amount \$ _____

IV. Performance Measures/Reporting Requirements:

No change.

V. Performance Monitoring and Quality Assurance:

No change.

VI. Funding Guidelines or Restrictions: (if applicable)

No change.

Attachment A-1
Non-Medicaid Services

Instructions: Enter the total dollar value of all non-Medicaid clinical service. Local agencies must use the reimbursement rates for each service type in estimating the total cost of Section B deliverables. Note: The CPT rates listed are based on present figures in 2012. Please use most current figures when completing this attachment.

Total Estimated Cost of Non-Medicaid Services: \$ _____

The worksheet is included for your use, but does not have to be returned with signature page. However this worksheet should be retained in the health department files.

MATERNAL HEALTH WORKSHEET						
CPT Code*/Modifier	Service Type	Estimated # of services	X	CPT Rate	=	Total
99201	Office/Outpatient Visit, New			\$62.10		
99202	Office/Outpatient Visit, New			\$93.15		
99203	Office/Outpatient Visit, New			\$132.48		
99204	Office/Outpatient Visit, New			\$194.58		
99205	Office/Outpatient Visit, New			\$244.26		
99211	Office/Outpatient Visit, Est.			\$34.16		
99212	Office/Outpatient Visit, Est.			\$56.93		
99213	Office/Outpatient Visit, Est.			\$78.66		
99214	Office/Outpatient Visit, Est.			\$122.13		
99215	Office/Outpatient Visit, Est.			\$182.16		
59425	Antepartum Care Only 4-6 visits			\$340.20		
59426	Antepartum Care Only 7 or more visits			\$608.62		
59025/TC	Non-stress Test (technical component only)			\$12.22		
59025/26	Non-stress Test (professional component only)			\$24.00		
59025	Non-stress Test (complete)			\$36.22		
76815/TC	Ultrasound, limited, Fetal size, heartbeat, position			\$45.71		
76815	Ultrasound, limited, Fetal size, heartbeat, position., includes interpretation			\$ 72.91		
76805/TC	Ultrasound, 14 weeks 0 days, single or first gestation , fetal and material evaluation, includes interpretation			\$75.63		
76805	Ultrasound 14 weeks 0 days, single or first gestation, fetal & maternal evaluation, includes interpretation			\$ 117.09		
S9442	Childbirth Education Classes/One Unit = 1 Hour			\$8.69		
J2790	RG,IG Full Dose, IM			\$86.49		
J2788	RG, IG Minidose, IM			\$27.41		
99501	Home Visit for Postnatal Assessment			\$ 58.29		
96152	Health & Behavior Intervention (one unit = 15 minutes)			\$ 19.06		
90396	Varicella Zoster Immune Globulin, human, 125 units			\$ 106.44		
81025	Pregnancy Test			\$8.04		

Attachment A-1 (continued)

MATERNAL HEALTH WORKSHEET						
CPT Code/Modifier	Service Type	Estimated # of services	X	CPT Rate	=	Total
97802	Medical Nutrition Therapy (MNT), Initial, each 15 min.			\$ 24.51		
97803	MNT, Reassessment, each 15 min.			\$ 21.44		
T1001	Maternal Care Skilled Nurse Home Visit			\$ 87.09		
57452	Colposcopy w/o Biopsy			\$ 85.22		
87070	GBS culture specimen, bacteria, must precede 87077			\$ 10.95		
87077	GBS culture, bacteria, aerobic isolates, confirmation test for GBS			\$ 10.27		
36415	Venipuncture, DMA Only			\$ 2.78		
J1725	Hydroxyprogesterone Caproate, 1 mg injection (Makena)			\$ 2.87		
J3490	17P/one unit-includes invoice & rebateable NDC number NOT LISTED			\$20.00		
85013	Hematocrit			\$ 3.01		
85018	Hemoglobin			\$ 3.01		
81000	Urinalysis, Non-Auto w/scope			\$ 4.03		
81001	Urinalysis, Auto w/scope			\$ 4.03		
81002	Urinalysis, Non-Auto w/o scope			\$ 3.25		
81003	Urinalysis, dipstick or tab, automated (w/o microscopy)			\$ 2.86		
87210	Wet mount, simple stain, for bacteria			\$ 4.85		
87086	Urine culture, colony count			\$ 10.26		
87591	GenProbe-GC Culture			\$ 31.18		
87491	GenProbe-Chlamydia			\$ 31.18		
82947	Glucose, Fasting Blood Sugar (FBS)			\$ 4.99		
82948	Glucose, blood reagent strip			\$ 4.03		
82950	Glucose (post glucose dose, includes glucose)			\$ 6.04		
82951	GTT (3 specimens + glucose)			\$ 16.37		
82270	Fecal occult blood			\$ 4.13		
83986	Assay of fluid acidity			\$ 4.55		
86580	TB intradermal			\$ 5.59		
96372	Administration code for 17P			\$ 17.04		
83655	Lead Test			\$ 15.39		

*(Current as of 09/24/12)

Other Tests						
CPT Code	Service Type	Estimated # of services	X	CPT Rate	=	Total

Attachment B-1
Other Program Services

Instructions: If the total estimated cost of non-Medicaid service deliverables is less than the total amount of DHHS funds budgeted in the Maternal Health activity 101 budgetary estimate (HMHC) / DPH Aid to County Database (WIRM), provide information on how it the local agency will use the remaining DHHS funds to further the program's goals and objectives. List only activities that are not Medicaid reimbursable and not part of the cost of the service deliverables in Attachment A-1. No staff or physician time can be billed except for OBCM and interpreter services. The total estimated cost of Attachment A-1 and Attachment B-1 deliverables must equal or exceed the total DHHS funds budgeted. Make copies as needed.

<ul style="list-style-type: none"> • Smoking Cessation 	<ul style="list-style-type: none"> • Computer Hardware/Software/Internet needed to meet requirements of Maternal Health Agreement Addenda
<ul style="list-style-type: none"> • Breastfeeding 	<ul style="list-style-type: none"> • Incentives
<ul style="list-style-type: none"> • SIDS Reduction / Safe Sleep 	<ul style="list-style-type: none"> • Prenatal Vitamins
<ul style="list-style-type: none"> • Weight Management 	<ul style="list-style-type: none"> • Staff Development (must be prorated to % of staff time assigned to Maternal Health Clinic)
<ul style="list-style-type: none"> • Patient Transportation 	<ul style="list-style-type: none"> • Equipment: Specify
<ul style="list-style-type: none"> • Interpreter Services (include staff FTE) 	<ul style="list-style-type: none"> • Pap Test Kits
<ul style="list-style-type: none"> • Pregnancy Care Management Services for Uninsured Women Ineligible for Medicaid (include staff FTE) 	

1. Deliverable: _____

Brief Description of Proposed Project and Outcome(s) to be achieved:

Estimated Cost: \$ _____

2. Other Deliverables: _____

Brief Description of Proposed Project and Outcome(s) to be achieved:

Estimated Cost: \$ _____

3. Other Deliverables: _____

Brief Description of Proposed Project and Outcome(s) to be achieved:

Estimated Cost: \$ _____

Allocation Page
For Fiscal Year:13/14
Estimate Number: 2

Waiting for Budget Admin Approval

CONTRACTS
AUG 19 2013

		101 13A1 5740 00	101 13A1 5740 AP	101 13A1 5740 AP	101 13A1 5740 AV	Proposed Total	New Total
	AA	Payment Period 07/01-06/30	Payment Period 07/01-06/30	Payment Period 11/01-06/30	Payment Period 07/01-06/30		
		Service Period 06/01-05/31	Service Period 06/01-05/31	Service Period 10/01-05/31	Service Period 05/01-05/31		
01 ALABAMA	*	1	\$4,827.00	\$23,583.00	\$47,166.00	\$0.00	\$75,576.00
01 ALBEMARLE REG	*	1	\$728.00	\$3,545.00	\$7,091.00	\$0.00	\$11,364.00
02 ALEXANDER	*	1	\$1,898.00	\$8,288.00	\$16,576.00	\$0.00	\$25,662.00
03 ANSON	*	1	\$3,053.00	\$14,915.00	\$29,829.00	\$0.00	\$47,797.00
02 APPALACHIAN	*	1	\$1,906.00	\$9,313.00	\$18,625.00	\$0.00	\$29,844.00
07 BEAUFORT	*	1	\$3,120.00	\$15,240.00	\$30,481.00	\$0.00	\$45,841.00
09 BLADEN	*	1	\$2,472.00	\$12,077.00	\$24,155.00	\$0.00	\$38,704.00
10 BRUNSWICK	*	1	\$2,808.00	\$13,717.00	\$27,435.00	\$0.00	\$43,960.00
11 BUNCOMBE	*	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12 BUREX	*	1	\$2,878.00	\$13,082.00	\$26,165.00	\$0.00	\$41,925.00
13 CABARRUS	*	1	\$5,811.00	\$28,388.00	\$56,776.00	\$0.00	\$89,975.00
14 CALDWELL	*	1	\$2,119.00	\$10,352.00	\$20,704.00	\$0.00	\$33,175.00
16 CARTER	*	1	\$2,736.00	\$13,365.00	\$26,730.00	\$0.00	\$42,831.00
17 CASWELL	*	1	\$588.00	\$4,526.00	\$9,052.00	\$0.00	\$13,666.00
18 CAYABA	*	1	\$2,381.00	\$11,535.00	\$23,069.00	\$0.00	\$36,985.00
19 CHATHAM	*	1	\$1,579.00	\$7,716.00	\$15,433.00	\$0.00	\$24,728.00
20 CHEROKEE	*	1	\$372.00	\$1,816.00	\$3,632.00	\$0.00	\$5,820.00
22 CLAY	*	1	\$93.00	\$456.00	\$912.00	\$0.00	\$1,461.00
23 CLEVELAND	*	1	\$1,326.00	\$6,631.00	\$13,262.00	\$0.00	\$21,834.00
24 COLUMBUS	*	1	\$6,594.00	\$34,121.00	\$68,242.00	\$0.00	\$109,947.00
25 CRAVEN	*	1	\$5,741.00	\$28,049.00	\$56,099.00	\$0.00	\$89,899.00
26 CLIMBERLAND	*	1	\$13,911.00	\$67,559.00	\$135,919.00	\$0.00	\$217,789.00
28 DARE	*	1	\$983.00	\$4,704.00	\$9,408.00	\$0.00	\$15,075.00
29 DAVIDSON	*	1	\$9,130.00	\$39,719.00	\$79,438.00	\$0.00	\$127,288.00
30 DAYE	*	1	\$3,020.00	\$14,785.00	\$29,570.00	\$0.00	\$47,285.00
31 DUPLIN	*	1	\$3,812.00	\$18,772.00	\$37,544.00	\$0.00	\$59,157.00
32 DURHAM	*	1	\$10,867.00	\$53,091.00	\$106,181.00	\$0.00	\$179,139.00
33 EDGEcombe	*	1	\$4,709.00	\$23,004.00	\$46,008.00	\$0.00	\$73,722.00
34 FORSYTH	*	1	\$8,178.00	\$39,857.00	\$79,915.00	\$0.00	\$128,051.00
35 FRANKLIN	*	1	\$1,589.00	\$7,764.00	\$15,528.00	\$0.00	\$24,081.00
36 GASTON	*	1	\$9,454.00	\$46,185.00	\$92,370.00	\$0.00	\$148,008.00
38 GRAMM	*	1	\$472.00	\$2,307.00	\$4,614.00	\$0.00	\$7,394.00
03 GRAY-VANCE	*	1	\$8,417.00	\$41,121.00	\$82,241.00	\$0.00	\$131,779.00
40 GREESE	*	1	\$345.00	\$4,627.00	\$9,254.00	\$0.00	\$14,795.00
41 GUILFORD	*	1	\$15,019.00	\$73,514.00	\$147,028.00	\$0.00	\$238,581.00
42 HALIFAX	*	1	\$3,899.00	\$18,072.00	\$36,145.00	\$0.00	\$57,916.00
43 HARRITT	*	1	\$665.00	\$3,280.00	\$6,560.00	\$0.00	\$10,415.00
44 HAYWOOD	*	1	\$277.00	\$1,354.00	\$2,708.00	\$0.00	\$4,339.00
45 HENDERSON	*	1	\$4,115.00	\$21,567.00	\$43,133.00	\$0.00	\$69,115.00
46 HERTFORD	*	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
47 HOGUE	*	1	\$2,570.00	\$12,558.00	\$25,115.00	\$0.00	\$40,243.00
48 HYDE	*	1	\$356.00	\$4,181.00	\$8,362.00	\$0.00	\$13,399.00
49 IREDELL	*	1	\$2,354.00	\$11,502.00	\$23,004.00	\$0.00	\$36,860.00
50 JACKSON	*	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
51 JOHNSTON	*	1	\$5,780.00	\$28,237.00	\$56,473.00	\$0.00	\$90,490.00
52 JONES	*	1	\$883.00	\$4,313.00	\$8,627.00	\$0.00	\$13,823.00
53 LEE	*	1	\$2,131.00	\$10,410.00	\$20,820.00	\$0.00	\$33,362.00
54 LENOIR	*	1	\$1,083.00	\$5,288.00	\$10,577.00	\$0.00	\$16,948.00
55 LINCOLN	*	1	\$2,412.00	\$11,784.00	\$23,568.00	\$0.00	\$37,784.00
56 MACON	*	1	\$1,941.00	\$9,952.00	\$19,904.00	\$0.00	\$29,817.00
57 MADISON	*	1	\$1,832.00	\$9,952.00	\$19,904.00	\$0.00	\$29,817.00
04 MAR-YR-WASH	*	1	\$2,684.00	\$13,114.00	\$26,227.00	\$0.00	\$42,023.00
60 MECKLENBURG	*	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
62 MONTGOMERY	*	1	\$2,929.00	\$14,310.00	\$28,620.00	\$0.00	\$45,859.00
63 MOORE	*	1	\$883.00	\$4,313.00	\$8,627.00	\$0.00	\$13,823.00
64 NASH	*	1	\$118.00	\$575.00	\$1,150.00	\$0.00	\$1,843.00
65 NEW HANOVER	*	1	\$3,669.00	\$17,923.00	\$35,846.00	\$0.00	\$57,432.00
66 NORTHAMPTON	*	1	\$1,215.00	\$5,982.00	\$11,965.00	\$0.00	\$19,172.00
67 ONslow	*	1	\$3,332.00	\$17,253.00	\$34,507.00	\$0.00	\$56,282.00
68 ORANGE	*	1	\$1,688.00	\$8,245.00	\$16,490.00	\$0.00	\$25,423.00
69 PAMLICO	*	1	\$394.00	\$1,927.00	\$3,853.00	\$0.00	\$6,174.00
71 PENDER	*	1	\$1,472.00	\$7,189.00	\$14,378.00	\$0.00	\$23,039.00
73 PERSON	*	1	\$780.00	\$3,714.00	\$7,428.00	\$0.00	\$11,902.00
74 PITT	*	1	\$9,184.00	\$44,865.00	\$89,732.00	\$0.00	\$143,782.00
76 RANDOLPH	*	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

77 RICHMOND	"	1	\$3,602.00	\$17,598.00	\$35,197.00	\$0.00	\$56,397.00	\$64,946.00
78 ROBESON	"	1	\$5,515.00	\$26,943.00	\$53,887.00	\$0.00	\$86,345.00	\$123,388.00
79 ROCKINGHAM	"	1	\$774.00	\$3,538.00	\$7,076.00	\$0.00	\$11,338.00	\$11,338.00
80 ROWAN	"	1	\$2,147.00	\$10,468.00	\$20,975.00	\$0.00	\$33,618.00	\$33,618.00
85 R-P-M	"	1	\$2,841.00	\$13,679.00	\$27,759.00	\$0.00	\$44,479.00	\$44,479.00
82 SAMPSON	"	1	\$5,778.00	\$27,988.00	\$55,978.00	\$0.00	\$89,692.00	\$89,692.00
83 SCOTLAND	"	1	\$1,902.00	\$9,294.00	\$18,588.00	\$0.00	\$29,784.00	\$31,780.00
84 STANLY	"	1	\$2,973.00	\$14,526.00	\$29,052.00	\$0.00	\$46,551.00	\$46,551.00
85 STOKES	"	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
84 SURRY	"	1	\$3,105.00	\$15,169.00	\$30,337.00	\$0.00	\$46,611.00	\$46,611.00
87 SWAIN	"	1	\$359.00	\$1,711.00	\$3,422.00	\$0.00	\$5,483.00	\$5,483.00
86 TOF RIVER	"	1	\$3,855.00	\$17,857.00	\$35,714.00	\$0.00	\$57,228.00	\$57,228.00
88 TRANSYLVANIA	"	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
90 UNION	"	1	\$2,718.00	\$13,278.00	\$26,553.00	\$0.00	\$42,551.00	\$42,551.00
92 WAKE	"	1	\$7,772.00	\$37,974.00	\$75,942.00	\$0.00	\$121,658.00	\$121,658.00
93 WARREN	"	1	\$938.00	\$4,096.00	\$8,192.00	\$0.00	\$13,128.00	\$13,128.00
96 WAYNE	"	1	\$8,760.00	\$42,795.00	\$85,590.00	\$0.00	\$137,145.00	\$137,145.00
97 WILKES	"	1	\$736.00	\$3,594.00	\$7,189.00	\$0.00	\$11,519.00	\$11,519.00
98 WILSON	"	1	\$5,945.00	\$29,043.00	\$58,086.00	\$0.00	\$89,674.00	\$89,674.00
99 YADKIN	"	1	\$2,589.00	\$12,648.00	\$25,296.00	\$0.00	\$40,533.00	\$40,533.00
Totals			\$264,249.00	\$1,290,956.00	\$2,581,912.00	\$0.00	\$4,137,117.00	\$4,254,737.00

Signature and Date - DPH Program Administrator

Belinda K. Hottel 8/16/13

Signature and Date- DPH Section Chief

Peter Anderson 8/16/13

Signature and Date- DPH Contracts Office

Khecced Miller 8-19-13

Signature and Date - Division of Public Health Budget Officer

Janet McDemott 8/20/13

JK
8/21/13

Allocations to Local Health Departments for Women's Health Services, FY 13-14, MCHBG funds only

	Maternal Health	Activity 101
County	13-14 Initial Estimate	13-14 Revised Allocation
ALAMANCE	\$ 82,012	\$ 75,576
ALBEMARLE REG	\$ 12,329	\$ 11,362
ALEXANDER	\$ 28,822	\$ 26,560
ANSON	\$ 51,867	\$ 47,797
APPALACHIAN	\$ 32,385	\$ 29,844
BEAUFORT	\$ 53,000	\$ 48,841
BLADEN	\$ 42,000	\$ 38,704
BRUNSWICK	\$ 47,703	\$ 43,960
BUNCOMBE	\$ -	\$ -
BURKE	\$ 45,495	\$ 41,925
CABARRUS	\$ 98,721	\$ 90,974
CALDWELL	\$ 36,000	\$ 33,175
CARTERET	\$ 46,478	\$ 42,831
CASWELL	\$ 16,783	\$ 15,466
CATAWBA	\$ 40,113	\$ 36,965
CHATHAM	\$ 26,834	\$ 24,728
CHEROKEE	\$ 6,316	\$ 5,820
CLAY	\$ 1,586	\$ 1,462
CLEVELAND	\$ 23,692	\$ 21,833
COLUMBUS	\$ 118,658	\$ 109,347
CRAVEN	\$ 97,544	\$ 89,890
CUMBERLAND	\$ 236,334	\$ 217,789
DARE	\$ 16,358	\$ 15,074
DAVIDSON	\$ 138,127	\$ 127,288
DAVIE	\$ 51,312	\$ 47,285
DUPLIN	\$ 65,280	\$ 60,157
DURHAM	\$ 184,627	\$ 170,139
EDGECOMBE	\$ 80,000	\$ 73,722
FORSYTH	\$ 138,955	\$ 128,051
FRANKLIN	\$ 27,000	\$ 24,881
GASTON	\$ 160,611	\$ 148,008
GRAHAM	\$ 8,024	\$ 7,394
GRAN-VANCE	\$ 143,000	\$ 131,779
GREENE	\$ 16,055	\$ 14,795
GUILFORD	\$ 255,653	\$ 235,592
HALIFAX	\$ 62,848	\$ 57,916
HARNETT	\$ 11,302	\$ 10,415
HAYWOOD	\$ 4,709	\$ 4,339
HENDERSON	\$ 75,000	\$ 69,115
HERTFORD		\$ -
HOKE	\$ 43,670	\$ 40,243
HYDE	\$ 14,539	\$ 13,398

Allocations to Local Health Departments for Women's Health Services, FY 13-14, MCHBG funds only

<u>County</u>	Maternal Health	Activity 101
	<u>13-14 Initial Estimate</u>	<u>13-14 Revised Allocation</u>
IREDELL	\$ 40,000	\$ 36,861
JACKSON		\$ -
JOHNSTON	\$ 98,195	\$ 90,490
JONES	\$ 15,000	\$ 13,823
LEE	\$ 36,203	\$ 33,362
LENOIR	\$ 18,391	\$ 16,948
LINCOLN	\$ 40,980	\$ 37,764
MACON	\$ 31,270	\$ 28,816
MADISON	\$ 31,132	\$ 28,689
MAR-TYR-WASH	\$ 45,604	\$ 42,025
MECKLENBURG	\$ -	\$ -
MONTGOMERY	\$ 49,765	\$ 45,860
MOORE	\$ 15,000	\$ 13,823
NASH	\$ 2,000	\$ 1,843
NEW HANOVER	\$ 62,329	\$ 57,438
NORTHAMPTON	\$ 20,804	\$ 19,171
ONSLow	\$ 60,000	\$ 55,292
ORANGE	\$ 28,672	\$ 26,422
PAMLICO	\$ 6,700	\$ 6,174
PENDER	\$ 25,000	\$ 23,038
PERSON	\$ 12,915	\$ 11,902
PITT	\$ 156,025	\$ 143,782
RANDOLPH		\$ -
RICHMOND	\$ 61,200	\$ 56,398
ROBESON	\$ 93,698	\$ 86,345
ROCKINGHAM	\$ 12,304	\$ 11,338
ROWAN	\$ 36,472	\$ 33,610
R-P-M	\$ 48,267	\$ 44,479
SAMPSON	\$ 97,329	\$ 89,691
SCOTLAND	\$ 32,320	\$ 29,784
STANLY	\$ 50,515	\$ 46,551
STOKES		\$ -
SURRY	\$ 52,750	\$ 48,611
SWAIN	\$ 5,950	\$ 5,483
TOE RIVER	\$ 62,100	\$ 57,227
TRANSYLVANIA		\$ -
UNION	\$ 46,174	\$ 42,551
WAKE	\$ 132,050	\$ 121,688
WARREN	\$ 14,245	\$ 13,127
WAYNE	\$ 148,823	\$ 137,145
WILKES	\$ 12,500	\$ 11,519
WILSON	\$ 101,000	\$ 93,074
YADKIN	\$ 43,984	\$ 40,533
TOTALS	\$ 4,489,408	\$ 4,137,118

HYDE COUNTY BOARD OF COMMISSIONERS
2013/2014 BUDGET REVISIONS

MEETING DATE 10/7/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	+" EXP BUDGET	-" EXP BUDGET
				+" REV BUDGET	+" REV BUDGET
				DEBIT	CREDIT
05-14	Healthy Communities	10-5830.3300	General Supplies	\$ 1,204.89	
		10-3480.0051	Region 9 CTG LHD Grant		\$ 1,204.89
				\$ 1,204.89	\$ 1,204.89
			<p>On September 14, 2012, Hyde County Health Department was awarded funding in the amount of \$13,011.50 from Region 9 Community Transformation Grant Project. The funding was to support our department's Change for Good "Active Living and Healthy Eating" project to provide advertising, an ESMMWL instructor, nutrition education materials for school parents and students, etc. The funding period for the grant was July 1, 2012 to June 30, 2013. At the end of the funding period, \$1,204.89 was left unspent, which has been approved for carry over, with a deadline extension to September 30, 2013. This revision <i>DOES</i> increase the budget for Health Communities, without increasing any local appropriations.</p>		

REQUESTED  DATE 9-26-13

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2013/2014 BUDGET REVISIONS

MEETING DATE 10/7/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"-" EXP BUDGET
				"-" REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
06-14	Health - Medication Assistance Program	10-5973.5300	Dues and Fees	\$ 4,000.00	
		10-3481.0050	Revenue - NC Office of Rural Health - MAP		\$ 4,000.00
				\$ 4,000.00	\$ 4,000.00
<p>This budget revision covers a license fee in the amount of \$4,000.00 that is required in order to use the N. C. Office of Rural Health's Medication Assistance Reporting Program (MARF). This is a one-time fee that is being paid by the Office of Rural Health. Although this budget revision does increase the budget for the MAP program, it is being covered by the Office of Rural Health.</p>					

REQUESTED Wiley R. Smith DATE 10-1-13

APPROVED... CO MANAGER _____ CO COMMISSIONER-CHAIR _____ CLERK TO THE BOARD _____

ENTERED LEDGER/DATE _____

Wesley Smith

From: Stone, Patsy [patsy.stone@dhhs.nc.gov]
Sent: Wednesday, August 28, 2013 4:23 PM
To: ACahoon@rcchc.org; Alyce Holmes; Amy Copeland ; Andrew Kurtzman ; Berline Graham; Beverly Kegley; Brian C. Whitfield (bwhitfield@apprhs.org); bullinst@co.surry.nc.us; Carie Free; Carol Dilda; Carolyn Allsion; Carolyn Davis (carolyn.davis@rhgnc.org); Cheryl Wallen; Christina Froelich; Christine Coley (CColey@rcchc.org); Cindy Weaver; Compton Fortuna; Corey Miller; Crystal Bowman; crystalbowman@embarqmail.com; deborah.c.williams@mcdowellcountyncdss.org; Debra Avery (debra.avery@mtwdistricthealth.org); Elisabeth Heaton; Elizabeth Sabolovic (elizabeth.sabolovic@rutherfordchc.com); Elliott, Roxanne ; Ester Harrell (eharrell@hokecounty.org); gbaker@apprhs.org; gmartin@co.rockingham.nc.us; Jack Justice; James Robinson; Jennifer Buxton (jbuxton@capefearclinic.org); Jennifer Sherman (jsherman.bsri@gmail.com); Jim Fish (jfish.bsri@gmail.com); Joanne Powell (jpowell@rcchc.org); Jody Yeager; John Devaney (jdevaney@capefearclinic.org); Judith Long; Judy Ward; Julia Suggs; Kami Doty; Karen Haynes; Kathie Johnson (kathiej@sampsonnc.com); Kathleen Donahue; kathleen.devore.jones (kathleen.devore.jones@mtwdistricthealth.org); Krista Woolly (kwoolly@communitycareofrowan.org); Lee-Elmore, Sissy (Sissy.Lee-Elmore@waynehealth.org); leslie.burnette@rutherfordchc.com; Lilly Skok Bunch; Lisa Hooks; louhill925@gmail.com; Louise Baldwin (LBALDWI@co.guilford.nc.us); lowens@cfhcnc.org; Margaret Lawrence; Margaret P. Elliott; Marie Dockery (MDockery@CFClinic.org); Martin Wadewitz (mwadewitz@angelmed.org); Mary Sommerville; mbatten@co.guilford.nc.us; Melody Stephens (mstephens.bsri@gmail.com); Michael McNulty (mmcnulty@kinstonhealth.org); Michelle Pimentel; miki.deese@richmondnc.com (miki.deese@richmondnc.com); netha.taylor@rhgnc.org; OWONIA HUDSON; Pat Sandahl (Pat.Sandahl@smcrx.net); Patsy Eason (peason@columbusco.org); Patty Faw; Pencie Rumley (prumley@co.rockingham.nc.us); pescobar@urbanmin.org (pescobar@urbanmin.org); pharmacy@clevelandcounty.com; Phil Donahue; Phillip Hardin (phillip.hardin@mcdowellcountyncdss.org); pmcmillian (pmcmillian@cfhcnc.org); rdbaker@ccmhickory.com; Rebecca Olson (beckyolsons@msn.com); rgray1218@yahoo.com; Rick Gray; rmturner@albemarlehealth.org; Robert Ford; rspencer@gfhs.info; Ruth Huggins; Ryan Cannon (RCannon@thefreeclinics.org); Sandra Cleary; Sandra McGriff; Sarah Hargrove (warrenfreeclinic@raleigh.twcabc.com); Sharon Berry; Sheila Franks (Sheila.Franks@msj.org); Sonja Gunn (sgunn@co.rockingham.nc.us); srogers@abccm.org; Steve Brown; Sylvia Boone ; Sylvia Saint-Amand; Tammy Haynes (haynest@co.surry.nc.us); Teresa Strom; Terry Evans (terry.evans@mcdowellcountyncdss.org); Tiffany Thompson; Tisha Thompson (tthompson-ccc@carolina.rr.com); Tjones@sampsonnc.com (Tjones@sampsonnc.com); Tom McRary; Tommy Jarrell; Towanna.roberts@cherokeecounty.nc.gov (Towanna.roberts@cherokeecounty.nc.gov); tsnook@apprhs.org (tsnook@apprhs.org); veronicarhmc@embarqmail.com; WDAVIS (wdavis@penderpas.com); Wendy Pierce; wrobinson@sampsonnc.com; wsandahl@tds.net; wsmith@hydehealth.com; cmorant@metrocommunityhealth.org; Lynn E. Bolden

Cc: Stone, Patsy
Subject: Medication Assistance Program grant - Term Three
Attachments: MAP grant MER & Budget Reallocation Instructions.doc; MAP Monthly Expense Report.xlsx; Term Three MAP grant monitors.xlsx

Importance: High

Grantees,

Below are several items regarding your Term Three Medication Assistance Program (MAP) grant beginning August 1, 2013. You should have received your grant contract and returned a signed copy to us for this grant term; if not, please contact me or Ginny Klarman.

This year we have made some changes which we think will help the overall process of grant monitoring become more effective and result in less repayments for grantees. Please review the points below and call with any questions.

- Each month, along with your monthly expense report (MER), please send all supporting documentation for grant expenditures.
- Jessica Futrell will collect the MERs and they will be reviewed by your grant monitor for payment approval. Please send the MERs and supporting documentation to Jessica.futrell@dhhs.nc.gov.
- Attached is your MER template. You will need to complete Tab 1 (Salary Detail) and Tab 2 (input your approved contract budget) as well as entering your contract #, name, etc. You will then use the MAP Monthly Expense Report tab to enter your expenses each month for the *previous* month.
- Attached are updated MER instructions and a list of MAP grant monitors. The MER instructions also detail the budget reallocation process.
- Your grant award will be increased by \$4000 for the MARP license fee. The process to pay the MARP license fee will be the same as last year: 1) the North Carolina Foundation for Advanced Health programs (NCFAHP) will invoice you for the MARP license fee. NCFAHP will provide more than a 30 day remittance request. 2) You may request reimbursement for the fee on the MER once the invoice is paid. Again, your grant award has been *increased* to include the MARP license fee. The fee will not decrease your budgeted grant amount.

Your assigned grant monitor will work with you going forward on your MAP grant, but please feel free to call me anytime if I can be of assistance. I look forward to working with you during Term Three.

Thanks,

Patsy Stone
Community Health Specialist
NC Department of Health & Human Services,
NC Office of Rural Health & Community Care
2009 Mail Service Center, Raleigh, NC, 27699-2009
(toll free) 800.533.8847 (main) 919.527.6440
(fax) 919.733.8300
patsy.stone@dhhs.nc.gov
www.ncdhhs.gov/orhcc

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**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: **October 7, 2013**
Presenter: **Board of Commissioners**

ITEM TITLE: **CLOSED SESSION**

SUMMARY: The County Manager may request entering Closed Session
 in accordance with **NCGS143A-318.11 (a)**

- 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law.
- 2) To prevent the premature disclosure of an honorary award.
- 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.
- 4) To discuss matters relating to the location or expansion of industries or other businesses.
- 5) To establish or instruct the public body's staff or agent in negotiating the price or terms of a contract for the acquisition of real property by purchase; or compensation and terms of an employment contract.
- 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.
- 7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- 8) To formulate plans by a local board of education relating to emergency response to incidents of school violence.
- 9) To discuss and take action regarding plans to protect public safety.

RECOMMEND: Enter into Closed Session if required.

Motion Made By: ___ Barry Swindell
(Enter) ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher

Motion Seconded By: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher

Vote: ___ Barry Swindell
 ___ Dick Tunnell
 ___ Anson Byrd
 ___ John Fletcher

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: October 7, 2013
Presenter: Chairman, Vice-Chair, Commissioners and Manager
Attachment: Yes

ITEM TITLE: MANAGEMENT REPORTS

SUMMARY: This is a time for each Commissioner to give reports on their work representing the County.

Additionally, Commissioners may wish to bring up issues they wish to have followed up by the Board or by the County Manager.

The County Manager will give an oral update on various projects and other administrative matters.

PROJECTS:

- Vidant Pungo Hospital
- ECB Building Transfer
- Government Center & Public Safety Center Repairs
- Temporary Dispatch Unit
- Potential Gift of 4 Acres from Bridgman Estate
- Albemarle RPO
- Hyde County Transit – Grand Opening and Ribbon Cutting

RECOMMEND: Receive reports. Discussion and possible action as necessary.

Motion Made By: ___ Barry Swindell
___ Dick Tunnell
___ Anson Byrd
___ John Fletcher
___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
___ Dick Tunnell
___ Anson Byrd
___ John Fletcher
___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Anson Byrd
___ John Fletcher
___ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Presenter: **Citizens**
Attachment: **No**

ITEM TITLE: **PUBLIC COMMENTS**

SUMMARY: The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **October 7, 2013**
Attachments: **Yes**

ITEM TITLE: **SUPPLEMENTAL INFORMATION**

Department Reports

- 1) Planning & Economic Development
- 2) Code Enforcement / Inspections
- 3) Tax (signature required)
- 4) Health
- 5) Animal Control
- 6) Finance

Informational Items

- 1) Employee Tobacco Survey
- 2) Hyde County Board of Health Minutes

Code Enforcement

No. Permit Applications

Residential:

Commercial:

Other:

No. Permits Issued

Residential:

Commercial:

Other:

Inspections

Site Visits

Investigations

Call Returned

Inspections

Conferences

ODO/Plan Reviews

School

ODO Meeting

Miles Driven:

Fees Collected from January 2013 to December 2013

Fees Collected since July 1, 2013

Fees Collected this Month

July 01, 2013 to December 31, 2013

Building Permit Fees Collected

Inspection Fees Collected

Penalties Collected

2012 Totals

Mainland

Ocracoke

Mainland

Ocracoke

2 0 0 0

0 0 0 0

22 3 18 8

Mainland

Ocracoke

Mainland

Ocracoke

2 0

0 0

22 3

Mainland

Ocracoke

Mainland

Ocracoke

7 11 9 7

0 2 1 4

61 14

75 21 88 5

3 3 2 9

2 1 0 3

0 1 1

1 1

\$ 19,922.35 January 2012 to December 2012 \$ 33,928.86

\$ 6,626.38

\$ 3,473.54

County Projection for 2013/2014

\$ 1,921.88 New Residential/Commercial Construction

Renovations, Docks, Bulkhead, etc

\$ 3,215.00 Electrical, HVAC, Plumbing, insulation

\$ 280.00

\$ 12,000,000

\$ 10,000,000

\$ 1,000,000

**NORTH CAROLINA
HYDE COUNTY
HYDE COUNTY BOARD OF COMMISSIONERS**

From: Linda M. Basnight Tax Administrator

This is to report all tax collections by the Hyde County Tax Office Employees during the month of August, 2013

CURRENT TAX

DEPOSITS	COUNTY WIDE	MOSQUITO TAX	SOLID WASTE	WEST QUARTER	INTEREST
\$765,667.79	\$759,921.05	\$4,303.41	\$0.00 Res \$0.00 Comm	\$158.75	\$0.00
	2013				
	\$ 1,284.58				

CURRENT DMV

DEPOSITS	COUNTY WIDE	MOSQUITO TAX	INTEREST
\$12,012.23	\$11,957.01	\$55.22	\$0.00

DELINQUENT DMV

2012	COUNTY WIDE	\$7,397.18
	MOSQUITO	\$20.22
2011	COUNTY WIDE	\$207.85
	MOSQUITO	\$0.00
2010	COUNTY WIDE	\$3.12
	MOSQUITO	\$0.05
2009	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2008	COUNTY WIDE	\$2.16
	MOSQUITO	\$0.00
2007	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
		\$0.00
2006	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2005	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2004	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2003	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2002	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2001	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
		\$0.00
INTEREST		\$538.33
		\$0.00
		\$8,168.91

DELINQUENT TAX

2012	\$31,680.74
2011	\$12,240.87
2010	\$4,713.09
2009	\$2,791.38
2008	\$1,003.95
2007	\$928.27
2006	\$1,358.69
2005	\$320.38
2004	\$453.85
2003	\$62.46
2002	\$240.59
2001	\$46.51
SQWS	\$44.69
MOSQUITO TAX	\$559.78
SOLID WASTE RES	\$12.51
SOLID WASTE COMM	\$0.00
INTEREST	\$8,689.67
WEST/QUARTER	\$6.36
LEGAL FEES	
	\$65,153.79

2013 PREPAYMENTS

Sensenev, David	203941	\$2,619.92
Noble, Kris	201729	\$521.35
Gaskins, Annie	200628	\$500.00
Soundview	205174	\$1,200.00
TOTAL 2013		\$4,841.27

2014 PREPAYMENT:

Smallwood, Carmen	208807	\$28.81
Pikel, James	207514	\$3.12
		\$0.00
TOTAL 2014		\$31.93

OVERPAYMENT

\$0.00

Respectfully Submitted

Sept. 3, 2013

Linda M Basnight
Tax Administrator

Chairman of Commissioners

**Hyde County Health Department
Fiscal Year 2013-2014
Monthly Summary Report – August 2013**

Clinic Nursing Services:

<u>Program Services Provided</u>	<u>Current Month</u>	<u>Year-to-Date</u>
Family Planning Clients	22	38
Maternal Health Clients	5	16
Adult Health Clients (Wellness)	8	11
Adult Health Telemedicine (Primary Care)	10	24
BCCCP Clients	6	13
Immunizations	18	31
STD Treatments	5	8
Communicable Disease Cases	2	2
TB Treatments (Latent)	0	1
WIC – Mainland		
• Certifications	6	16
• Mid-Certification Assessments	20	33
• Pick-ups	7	29
• Vendor Trainings	0	2
WIC – Ocracoke (Quarterly)		
• Certifications	0	0
• Mid-Certification Assessments	0	0
• Pick-ups	0	0
• Vendor Trainings	0	0
Pregnancy Care Management		
• Case Load	6	6
• Contacts	34	47
• Attempts (No Contact)	3	6
Care Coordination for Children		
• Case Load	4	4
• Contacts	23	26
• Attempts	1	2
Seasonal Flu Shots/Flu Mists		
• Adults	0	0
• Children	0	0

Medication Assistance Program:

New Patients Enrolled	4	8
Patients Served	16	42
New Requests	5	8
Reorder Requests	8	29
Medications Requested	13	36
Medications Received	13	34
Medications Delivered	13	34

Environmental Health Services:

Food and Lodging:

• F&L Inspections	14	29
• F&L Visits	8	23
• F&L Pre-Opening Visits	0	1
• F&L Permits Issued	0	2
• F&L Complaint Investigations	0	1
• F&L Consults	4	25
• General Sanitation	5	12
• Vector Control	1	2
• Animal Control	0	2

On-Site Wastewater:

• Sites Visited/Evaluated	20	42
• Improvement Permits Issued	0	12
• Construction Authorizations	4	20
• Consultative Contacts	63	147
• Operation Permits Issued	4	10

On-Site Well:

• Grouting Inspection	0	1
• Well Site Consultative Visits	0	1
• Bacteriological Samples Collected	1	4
• Other Sample Collected	0	2
• Well Consultative Contacts	4	13

Hydeland Home Care Agency:

Total Patients Served	50	-5
• Home Health Medicare	4	-2
• Home Health Medicaid	28	-3
• Home Health Private	1	-1
• Community Alternative Program (CAP)	5	-1
• Homemaker	11	+1
• Project Care	1	NC

Admissions

• Home Health Medicare	1	5
• Home Health Medicaid	1	3
• Home Health Private	2	4

Discharges

• Home Health Medicare	1	4
• Home Health Medicaid	2	2
• Home Health Private	2	2

Referrals

• Home Health Medicare	2	8
• Home Health Medicaid	1	3
• Home Health Private	2	5

Healthy Education:

Healthy Communities/Health Education/Promotion

- Hand washing station provided to Ridge Community Garden
- Fruits and Vegetables Inventory updates completed and submitted to state August 20th
- August Recreation Commission Meeting cancelled – next scheduled meeting September 18th
- Project DIRECT Legacy meeting to be scheduled first Friday of each month
- 2013 State of the County Health Report (SOTCH) due December 2, 2013

Hyde Partners for Health

- 2014 Community Health Assessment Leadership Team meeting August 1st
- Tobacco Substance and Alcohol Abuse Task Force meeting held August 13th
- LPAN next meeting scheduled bi-monthly beginning September 25th
- Recruiting chair for Chronic Disease Task Force
- Hyde Partners for Health full meeting scheduled for September 16th

Change for Good (KBR&CTG/P)

- Received finalized joint use agreement between Hyde Schools and County of Hyde
- Worksite Walking competition scheduled to kick off September 14th
- ESMMWL online promotion for release in 2014 and use of voucher codes by 2015
- Next KBR grant application to be completed by December
- CTGP final report due by September 30th

Hyde County Health Department
Animal Control Report
August 2013

Total Documented Calls/Requests for Assistance - 1

Breakdown of Calls by Type:

- Bite – 1
- Vicious/Dangerous – 0
- Rabies – 0

Detail of Calls by Type:

- **Bite (1)**
 - Received anonymous call about dog bite in the Ponzer community; black lab attacked another dog; owner of black lab unknown; black lab had been roaming loose throughout the neighborhood; Animal Control Officer II dispatched to locate owner and/or black lab; black lab picked up at Shady Acres Trailer Park and returned to Hyde County Animal Shelter for 10-day quarantine; if black lab unclaimed, it will be put up for adoption and/or euthanized
- **Vicious/Dangerous (0)**
- **Rabies (0):**

Report Compiled and Authorized by:

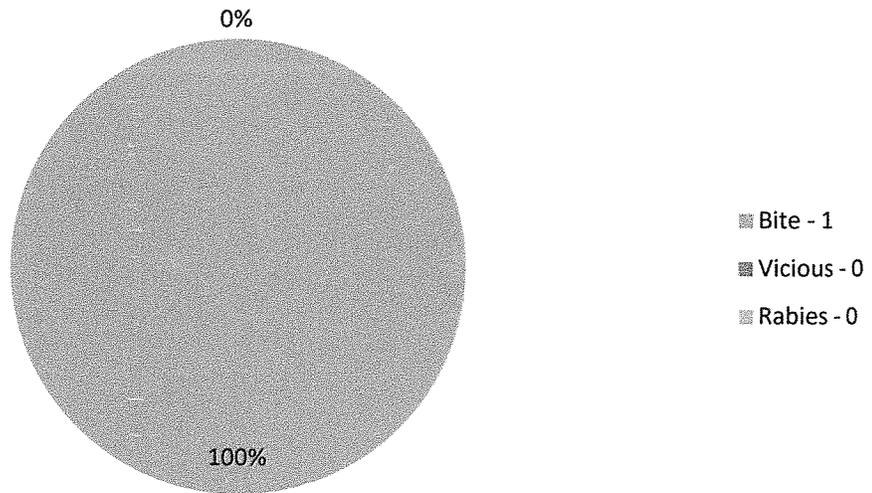
Wesley P. Smith

September 11, 2013

Wesley P. Smith, Health Director

Date

Animal Control Incidents - August 2013



Tobacco Pre-Survey Hyde County Employees

Hyde County has eliminated smoking in county facilities and in county vehicles. We have been asked to look into the possibilities of eliminating smoking on all county property or at least within a certain distance from a county entranceway. This effort, if implemented, could help to eliminate exposure to secondhand smoke to our staff, citizens, and visitors while at a government facility in Hyde County. The 2006 Surgeon General's Report on secondhand smoke concluded that there is no risk-free level of exposure to secondhand smoke. Short-term exposure can potentially increase the risk of heart attacks.

The 2010 NC Smoke free Restaurants and Bars Law (N.C. Gen. Stat. 130A498) allows local governments to adopt and enforce smoke free ordinances that are broader than State law in local government buildings, on local government grounds, in local vehicles, or in public places. Findings from the 2011 Hyde County Community Health Assessment survey indicate that 16% of survey respondents indicated that they smoke tobacco. However, a substantial percentage of residents (64%) reported that they had been exposed to secondhand smoke in the last year. Respondents reported encountering secondhand smoke at home, work, and "other" locations.

Factors that encourage or discourage tobacco use among workers can have a profound effect on the health of future generations. Prevention of the health effects related to tobacco use remains one of the highest public health priorities.

Your feedback on this issue is important. Please complete this survey so that we can gather opinions from community members who live and/or work in Hyde County.

Please assist us with this effort by completing this anonymous survey on tobacco use and return to Tammy Blake, Human Resources Director or Wesley Smith, health Director by September 17th, 2013

1. Please indicate your current tobacco use status.
 - Smoke cigarettes/cigars
 - Spit tobacco/Snuff
 - Used to use tobacco
 - Never used tobacco

2. What do you think would help you to stop using tobacco?
 - Smoking Cessation program (Freedom From Smoking)
 - Quitting with a co-worker
 - Information on how to quit
 - Medication aids to help you quit (patch, gum, lozenge, etc.)
 - Internet program
 - 1-800-QUIT-NOW
 - Nothing I will quit on my own

3. Are you exposed to secondhand smoke while at work?
 - Yes
 - No

4. If you answered yes, where does the exposure happen?
 - Near the entrances of the facility
 - In designated smoking areas
 - In a county vehicle
 - Other _____

5. How harmful do you believe secondhand smoke to be?

- Definitely harmful
- Probably harmful
- Not sure

6. How much, if at all, does it bother you when you are exposed to secondhand smoke?

- A lot
- A fair amount
- Only a little
- Not at all

7. What is your opinion of a smoke free policy for the workplace?

- There should be a safe distance from the entrance to the building (say 25 feet) which is smoke free. From there the county should provide an area for smoking with proper protection and receptacles.
- County buildings, grounds, and vehicles should be entirely smoke free
- The buildings should be smoke free
- Other _____

8. All Hyde County workers should be protected from exposure to secondhand smoke at the workplace. What is your level of agreement with this statement?

- Strongly agree
- Somewhat agree
- Somewhat disagree
- Strongly disagree

9. Are you aware of the QuitlineNC smoking cessation program?

- Yes
- No

10. Do you have any comments/suggestions regarding development of a 100% smoke free policy?
(Please use reverse side if you require more space)

Thank You!

Bill Rich, County Manager

Hyde County Board of Health

Minutes

Regular Meeting Special Meeting

June 18, 2013

Conference Room, Hyde County Health Department,
1151 Main Street, Swan Quarter, NC 27885

I. Call to Order and Introductions

The Hyde County Board of Health Meeting was called to order by Vice-Chair Ken Collier at 7:05 pm

Members Present	Cheryl Ballance, Randy Clayton, Ken Collier – Vice Chairman, Tynia Harris, Homer Robbins, Willie Shaw
Members Absent	Dr. Erin Baker, Randy Hignite – Chairman, Kathy Spencer, Barry Swindell
Staff Members Present	Wesley Smith – Health Director, Luana Gibbs – Nursing Supervisor II, Annette Swindell – Administrative Assistant I, Hugh Watson – Env. Health Programs Coordinator, and Roni Collier – Env. Health Intern
Others Present	None

Roll was called and a quorum was established to begin the meeting.

II. Approval of Meeting Agenda

Ken Collier, Vice Chairman, asked for a motion to approve the meeting agenda. Homer Robbins made the motion to accept the agenda, second by Randy Clayton - motion carried.

III. Approval of Minutes

Collier asked if there were any corrections to the March 19, 2013 minutes. Clayton pointed out that on page four of the minutes it had “Randy” as making a motion but it did not include the last name. The last name “Clayton” will be added to those minutes. A motion was made by Clayton to approve the minutes with the change. A second was made by Robbins – motion carried.

IV. Public Comments

The floor was opened for public comments. There were no public comments made; however, Collier at this time stated that he was concerned about the Board of Commissioners donating the unused mosquito equipment to the ferry system. He is concerned with possible health issues that could come up in the future due to mosquitoes.

V. Old Business

Collier, thanked Wesley Smith, Randy Hignite, and Randy Clayton, for their help with Accreditation.

Smith provided an update on the planned “round table” discussion between coastal county health department staff and Environmental Health staff from Division of Public Health (DPH). Prior to our Accreditation site visit, a meeting was held between Smith and Hignite with Layton Long and Danny Staley from DPH. There was discussion about moving forward and including staff from northeastern North Carolina regional health departments to address septic and soil issues regarding the issuance of on-site permits. Smith has been in communication with Long. Long was in the process of hiring an On-site Section Chief, and has now hired Nancy Deal. A time will be set up for them to come and tour the county and meet with us. We hope it will be a positive meeting with open and realistic outcomes. Hugh Watson, Environmental Health Programs Coordinator, stated there were concerns with the person hired (Deal). She has worked in several counties and is familiar with our area and the issues we are dealing with. Smith stated that we will want to get Health Directors and Environmental Health staff from other counties involved in the meeting. We have also added this to our long-term Strategic Plan. Smith stated that he was at a recent Health Directors Legal conference, in which a presenter discussed the process in making a new rule, which could take several years. Long has asked Smith to get up with him on Thursday at the Health Director’s business meeting in Raleigh. Smith also stated that until we settle this, it will present a liability to the county. The Attorney General’s office will not support us if a legal issue comes up. We hope to see improvement between the County and the State by the next re-accreditation. He will keep the Board informed.

VI. Reports

Smith stated that we are using a new format to insure we capture the information required for Accreditation. Smith also asked board members how they wanted to receive their board packets. Dr. Baker and Cheryl Ballance want their information emailed. Collier and Robbins prefer paper copy, Willie Shaw would like it emailed and a paper copy, Tynia Harris stated either way would be fine. Smith stated he would email the information to everyone and also have a paper copy for the meeting.

A. Health Director	<p><u>Additional Funding:</u> Smith informed the board that we have received additional funding since the budget was approved, including \$12,479.00 from DPH for Healthy Communities; \$6,950.00 from Region 9 Community Transformation Grant for a Tobacco-free Hyde; second distribution of \$1,605.00 from DPH for Food and Lodging; and \$1,966.00 for birth control for adolescents in Child Health, for a grand total of \$23,014.00.</p> <p><u>Staffing:</u> Board members were provided a document that shows the changes in health department staff since the beginning of the Fiscal Year. The ones that are Bold and in</p>
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Italic are the most current. Elizabeth Mumm, Health Educator II, position has been revised from “Salary, Non-Exempt” to “Salary, Exempt” and a new job description has been developed and signed. Jessica Brickey, Home Health Chore worker on Ocracoke, has resigned. An ad will be placed in the Ocracoke Observer in July. Jenna Brinn, RN, has completed the Introduction to Public Health Nursing course and has completed her one-year experience and has been reclassified as a Public Health Nurse II. Clayton stated there was an error on the report as it showed Hugh Watson hired as part time before his retirement date. Smith to make that correction. There is a nurse on Oracoke who is interested in working for our Home Health division on a PRN basis and has submitted a State application.

Accreditation Site Visit Report: We have the results from the site visit, which includes suggestions for quality improvement. We in the process of forming a team to discuss continuous quality improvement. We will be reviewing the suggestions from the site visit team. Smith and Luana Gibbs will be in Raleigh on Friday to receive our official accreditation certificate. We are already working towards re-accreditation. Collier reported that the accreditation teams follow a standard procedure so we should know what to expect. Smith stated we already knew what to expect, we just need to make sure we document what we do for next time.

Strategic Plan: We recently had a Strategic Planning follow-up meeting. Susan Little, Nurse Consultant, facilitated the meeting. Our Strategic Direction is basically the same but we have tweaked the wording. The previous plan didn’t have goals and objectives, which is why we didn’t receive credit for it during accreditation. Direction 1 is to “Increase Access to Primary Care Services”. Direction 2 is to “Expand Program Capacity Through the Creation of a Long Term Strategic Plan”. Another meeting has been set for July 15, 2013, at which time we will establish dates for all the objectives. Direction 3 is to “Transition to Electronic Medical Records”. The State is developing EMR software that will not cost us anything; however, we are waiting to see if it will meet “Meaningful Use”. The feds are providing incentive funds for health care providers to transition to EMRs. Direction 4 is to “Conduct Analysis of Home Health Services to Sustain Long-Term Viability”. This will be an analysis on ways to

	<p>reduce dependence on Home Health reserves for operations. We included in our budget for FY 13-14 to contract with someone on a quarterly basis to work with our agency to assist us with our weaknesses. Direction 5 is to “Foster Collaboration between NC OSWP and HCHD.</p> <p><u>County Health Rankings</u>: This report has been released annually for the past four years, but don’t know if there will be funding to continue it. This report shows health outcomes and health factors. Under health outcomes, Hyde County is 18 out of a 100. For this report, the lower the ranking, the better. For Health Factors we are 82 out of 100. This pertains to what has an impact on our population to reach his/her highest physical health.</p>
<p>B. Finance/Budget</p>	<p><u>Budget for FY 2013-2014</u>: Normally, this would have been discussed at our March meeting but were not able to do as a result of preparing for our accreditation site visit in April. The budget packet that was sent to all board members is the one that was eventually adopted by the Board of Commissioners. We did have \$41,000.00 added back our department. This is where professional liability was moved last year to the Finance Office department, but has been moved back under each department.</p> <p><u>Quarterly Expenditure Report</u>: This report shows that we are in-line by 6% through March 31, 2013.</p> <p><u>Quarterly Revenue Report</u>: This report shows that we are under in our revenue, but this includes the transition in Home Health due to the hiring of Stephanie Watson to replace Linda Meekins. Watson has received training and is now getting up to speed in her billing. Medicare and Medicaid rates are being cut by the State. The State has voted to not expand Medicaid. Access East and other safety net providers, including local health departments, will help cover some of those who don’t qualify for Medicaid. Ballance asked if we were credentialed with any insurance carriers in the health exchange. She stated that at this point, Cigna is the only one showing interest and she doesn’t think they are in this area. She will check into it and let Smith know what she finds out.</p>
<p>C. Program</p>	<p><u>Animal Control Report</u>: Smith discussed the two incidents listed on the report, one a dog bite and one a vicious/dangerous dog. We had a report today of a snake bite, which is not covered under animal control as we now have it. So far this quarter, there have been two cat bites, one on</p>

	Ocracoke and one on the mainland. Robbins asked about the horse situation on Ocracoke and was told the owner is putting the pouches on the horses to catch their droppings. <u>Home Health Report:</u> Revenues are up but admissions are down. Rita Clayton is now the Nursing Supervisor for Home Health and Candace Howell, Public Health Nurse Trainee, has been hired. They are both getting to a comfortable working level in their new positions.
D. Annual	No information this quarter
E. Other	None

VII. New Business

Chapter 32 – Solid Waste Ordinance Enforcement: Clint Berry, Public Works Director, came to see Smith and Watson about a solid waste issue for us to follow-up on. When asked why the Health Department was being asked to investigate, Berry replied that Chapter 32 of the Ordinance listed the enforcement officials as the Health Director, Sanitarian, and/or the County Manager, with aid of the Sheriff’s Department if needed. Smith replied that the Health Department doesn’t have anything to do with this, since the county now has a solid waste department. Berry stated that it was in the Ordinance that we are to take care of it. Watson stated that he looked at the property in question, and it has been like this for two years and is now over grown with vegetation. The owner, an elderly lady, had hired some people to clean it up for her and they basically took all the metal to sell and left everything else. A certified letter was sent to the owner, but was returned so we need to find a way to get the letter to her.

This ordinance was passed in the 1980’s when the county didn’t have a solid waste department. We now have a solid waste department and they should be the ones dealing with this. This ordinance should be amended to show the Utility Director or Solid Waste Director as the enforcement officials. Robbins made a motion that we make this change and carry it to the County Manager to bring before the Board of Commissioners. Clayton wanted to clarify that the health department be removed as enforcement officials unless the situation involved a health issue, in which the Health Department would get involved. Ballance seconded the motion and the motion carried. Clayton stated that this Ordinance covered trash, septic issues and other items and at some point all of this should be addressed and updated. We will start with the abatement issue first.

VIII. Other

Smith provided a graph that shows Board of Health member attendance. Our members do a good job of attending the meetings. Smith has a schedule for the Board of Health and all of the management team may not need to be present based on what is on the schedule.

Ballance asked Watson why a hospital would not get 100% on an inspection. Watson stated that we do not have a hospital in the county, but it could be because of feeding tubes not being labeled, sanitizing, etc.

Ballance also asked if we had applied for any funding through Vidant Pungo Hospital Community Benefits program. Smith stated that we did, and were awarded \$5,000.00 for supplemental funding for our BCCCP program and \$15,000.00 for our Project DIRECT Legacy for Men and Their Families program. Ballance stated that Engelhard Medical Center received \$45,000.00 for retention of their provider which was really needed as they did not receive any funding from Office of Rural Health.

IX. Next Meeting Date

The next Board of Health Meeting will be September 17, 2013 at 7:00 pm

X. Adjournment

A motion was made by Homer Robbins to adjourn, second by Tynia Harris. The motion was carried and the meeting was adjourned at 8:25 pm.

Respectfully submitted:


Signature

Secretary

9/24/13
Date