

Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Appointment to the Albemarle Commission

Attachments: Yes

Description: There is a vacant seat on the Albemarle Commission Board of Directors. This must be filled by a County Commissioner.

Times Read: First

Impact on Budget: **Does Not** increase the budget

Recommendation: Appoint a board member

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
___ A. Byrd	___ A. Byrd	A. Byrd	___	___
___ J. Fletcher	___ J. Fletcher	J. Fletcher	___	___
___ E. Pugh	___ E. Pugh	E. Pugh	___	___
___ B. Swindell	___ B. Swindell	B. Swindell	___	___
___ D. Tunnell	___ D. Tunnell	D. Tunnell	___	___



Tracey Johnson
Board Chair

Bert Banks
Executive Director

November 9, 2012

Ms. Mazie Smith, Manager
Hyde County
P.O. Box 188
Swan Quarter, NC 27885

Dear Ms. Smith:

Hyde County's representative on the Albemarle Commission Board is Sharon Spencer who I understand did not get re-elected as a county commissioner. Our bylaws state the county appointee has to be a county commissioner.

If you would bring this before your Board and have them consider a replacement for Ms. Spencer it would be appreciated. The term for the new appointee will be a two year term from January 2013 to January 2015.

Ms. Spencer has been an excellent Board member, faithful in her attendance and dedicated to the needs of this region.

Written confirmation from your office is required regarding a new appointee.

Thank you for your consideration of this request.

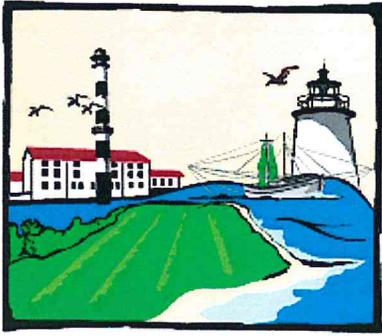
Sincerely,

*Emergency mtg.
on 12/20/12
in Hertford*

Ruth Mengel

Ruth Mengel
Clerk to the Board

CC: Hyde County Clerk to the Board



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Appointment to Northeast Workforce Development Board

Attachments: Yes

Description: There are two vacant seats on the Northeast Workforce Development Board. The Board seeks to fill this position with citizens from Hyde County that have an interest in helping citizens find employment. The County Manager has spoken with former Board of Education member Willie Gray Shaw, and he has graciously agreed to serve in this capacity if appointed.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Appoint Mr. Shaw to the Board

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> J. Fletcher	<input type="checkbox"/> J. Fletcher	J. Fletcher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> E. Pugh	<input type="checkbox"/> E. Pugh	E. Pugh	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>

NWDB

Sound Workforce Solutions

BOBBY HANIG, CHAIRMAN
OBXNCPPOOLGUY@GMAIL.COM

WENDY JEWETT, DIRECTOR
wjewett@albemarlecommission.org

Serving Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington Counties

November 28, 2012

Ms. Mazie Swindell Smith
County Manager
P.O. Box 188
Swan Quarter, NC 27885

RE: *Workforce Investment Consortium Replacement for Gates County*

Dear Mazie:

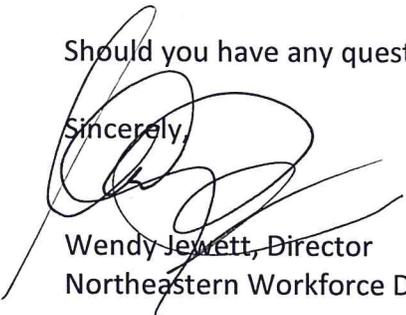
The purpose of this correspondence is to inform you that Hyde County is in need of a representative to the Northeastern Workforce Investment Consortium to replace Sharon Spencer.

Please send your letter of appointment to:

Wendy Jewett
Northeastern Workforce Development
P.O. Box 646
Hertford, NC 27944

Should you have any questions regarding this matter, please do not hesitate to contact me.

Sincerely,


Wendy Jewett, Director
Northeastern Workforce Development

NORTHEASTERN WORKFORCE DEVELOPMENT BOARD

512 SOUTH CHURCH STREET PO Box 646 HERTFORD, NC 27944 PHONE 252.426.5753 FAX 252.426.5435
www.albemarlecommission.org

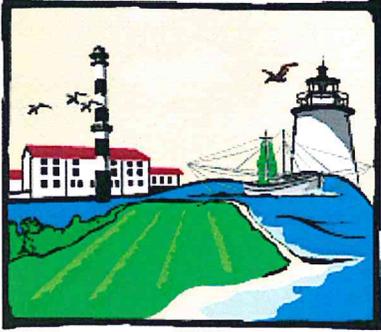
1 hr term limit



RELAY NUMBERS FOR THE HEARING IMPAIRED: DIAL 711 OR 1-800-735-8262 (VOICE) AN EQUAL OPPORTUNITY EMPLOYER / PROGRAM

AUXILIARY AIDS AND SERVICES AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES.

229



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Appointment to Ocracoke Scenic Byway Advisory Committee

Attachments: Yes

Description: Members of the Ocracoke Scenic Byway Advisory Committee would like to have Delores Gilbert join their board as a member. She has much to offer the committee and has already become very involved with the OPS Museum, which is an integral part of the Scenic Byway.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Appoint Ms. Gilbert to the board

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
___ A. Byrd	___ A. Byrd	A. Byrd	___	___
___ J. Fletcher	___ J. Fletcher	J. Fletcher	___	___
___ E. Pugh	___ E. Pugh	E. Pugh	___	___
___ B. Swindell	___ B. Swindell	B. Swindell	___	___
___ D. Tunnell	___ D. Tunnell	D. Tunnell	___	___

Mazie Smith

From: melinda sutton <melinda.tradewinds@embarqmail.com>
Sent: Sunday, December 02, 2012 10:43 AM
To: Mazie Smith
Subject: Scenic Byway Additional Person

Hello Mazie-

I hope that you had a wonderful holiday. I was hoping that you would not mind adding Delores Gilbert of Ocracoke to the Ocracoke Scenic Byway committee on the agenda for the commissioners to vote on. I already spoke to Darlene and she asked that I send a reminder onto you.

Delores (Dee) Gilbert has just retired from the FBI in Washington to her second home here on Ocracoke with her husband. She has been very involved with the community volunteering at the OPS museum and the pony pens with the Park Service. I think she will be an excellent addition to the group.

I also have not heard back yet on the Hyde/NPS agreement but I did send it right before the holiday. I will touch base with Cyndy and see where that stands.

Thank you so much for all you do Mazie- you are a remarkable lady!

Melinda Sutton

MEMORANDUM

TO: Outer Banks National Scenic Byway Advisory Committee
FROM: Mary Helen Goodloe-Murphy, Chair
DATE: Nov. 13, 2012
RE: Activities

Trademark:

Application was filed by Dare County.

Executive Committee Report:

On Nov. 8, the executive committee held an extensive telephone conference with Peggy Bendel, Bendel Communications International.

Grants:

Wayshowing: Dare's Board of Commissioners approved contract with NCDOT contingent on notification of matching funds availability. Dare Committee has \$25,000 from Dare County Tourism Board. Ocracoke received funding (\$12,500) from Hyde's Board of Commissioners. Down East has \$2,500 available and is awaiting the county's budgeting process for the remainder (\$10,000).

Interpretation: The Outer Banks National Scenic Byway was awarded a \$212,000 national grant for "Interpreting the Cultural Intrinsic Qualities of North Carolina's Outer Banks National Scenic Byway." The three county committees are responsible for \$53,000 in matching funds: Dare at \$26,500 and Down East and Ocracoke \$13,250 each. Dare has applied for a grant from Dare County's Tourism Board.

Marketing

Peggy Bendel will be along the byway from Jan. 21 through Jan. 26.

The first four days will be devoted to preparing a byway marketing plan, a natural progression from wayshowing and interpretation planning and implementation.

On Monday, Tuesday, and Wednesday, she will meet folks in our three areas. Her itinerary in each area is to be arranged by county committees.

On Thursday, Jan. 24, the byway's advisory committee and partners will meet in Ocracoke to work with Bendel on marketing the byway.

Our meeting on Jan. 24 is followed by the first Saltwater Connections Winter Assembly, in Ocracoke at the North Carolina Center for Advancement of Teaching. The assembly is set to run Jan. 25 and 26 with Saltwater Connections providing food and housing for representatives from all 21 of the Byway's/Saltwater Connection's villages.

The themes to be discussed at this assembly are the local foods/seafood, partnerships among schools, natural and cultural heritage, arts community, organization building capacity.

"Get people here, more than ever, tell them a story beyond the by-way"

Commissioner
★

★

Families
Schools

Outer Banks National Scenic Byway Advisory Committee
Tuesday, September 25, 2012 Meeting Minutes
Affairs at Austin Creek – Hatteras Village

DRAFT

Attending:

Dare County: Chairperson Mary Helen Goodloe-Murphy, Stephanie Bowers, Ernie Foster, Lynne Foster, Ricki Shepherd, Vicky Barris, Allen Burrus

Down East: Karen Amspacher, Barbara Garrity-Blake, Tom Steepy, Maureen Dougherty, Russell Overman, Charles Jones, Michael Miller, Lillie Miller

Ocracoke: Melinda Sutton

National Park Service: Darrell Echols, Cyndy Holda, Kenny Ballance, Ed Fuller, Doug Stover, Steve Stinnett, Pat Kenney

Guests: Joyce & Carl Bornfriend, Steven Pearce, Joseph Schwarzer, Lauren Heesemann, Jimmy Johnson, Susan West, Sara Mirabilio

Welcome: Chairperson Mary Helen Goodloe-Murphy opened the meeting with greetings and introductions. Presentations began by introducing Karen Amspacher who gave an overview of Saltwater Connections, a community development initiative designed to support 21 unincorporated communities associated with the Outer Banks National Scenic Byway. Funded by the NC Rural Center, the initiative aims to help sustain livelihoods, cultural heritage, and natural resources of the region.

Karen Amspacher gave a summary of accomplishments to date, many which dovetail with the planning efforts of the Outer Banks National Scenic Byway, a nationally recognized and designated scenic byway. Saltwater Connections has provided funding to write two national grants totaling more than \$500,000 in federal dollars, to create a Byway logo and obtain a signage assessment.

Saltwater Connections has promoted asset mapping and resource team visits resulting in reports, creating community organizations and funding community projects. Additional regional revitalization efforts that dovetail with the byway concept such as NC Catch, local catch seafood branding programs in each region along the length of the scenic byway; participation on the Statewide economic development board which looks at sustainable businesses; school districts partnerships, to name a few.

Susan West summarized the recent asset mapping workshops which utilized resource team visits to interact with members of the Saltwater Connections group and local community members to identify and inventory community assets. The resource team visits were broken into sections:

- Rodanthe, Waves, Salvo and Avon
- Buxton, Frisco and Hatteras Village
- Ocracoke Island
- Down East

Each resource team visit produced a resource team report which can be found on the Saltwater Connections website at: www.saltwaterconnections.org

The resource teams asked community members “How do you want your community to look in 20 years? And how do we work toward those improvements?” The reports identified issues and made recommendations to implement change. Those criteria are defined as:

- Promotion of communities – both internally and externally
- Design element – where are the gathering places and green spaces in your community?
- What type of economic revitalization is occurring? Or can occur?
- Organization of efforts
- Recommendations that communities may utilize to make those changes happen.

The resource reports are a compilation of findings that could be used to apply for grant monies, find other funding sources for specific projects, seek public input on what visitors to areas desire, identify activities or infrastructure that is lacking and needs improvements, etc.

Lynne Foster gave a brief summary of the successful and expanded Day at the Docks event for the 2012 season. She emphasized the participation of fellow fishing communities represented from states all over the country with similar circumstances to Eastern North Carolina fisheries and watermen. Lynne noted the most significant contribution was the generosity shown by everyone involved. People donated seafood as well as other gifts in-kind because they believe in the idea of why Day at the Docks is special event.

Melinda Sutton gave a report on recent accomplishments for Ocracoke:

- Acquired grant funding for \$8,300 refrigerated truck for Ocracoke Fish House
- Established education program for the Skip Jack vessel
- Ocracoke Preservation Museum will begin archiving documents
- Ocracoke Civic Association is hoping to hire a marketing position for the island

Lillie Miller gave a report on recent Down East accomplishments:

- Creation of a Down East Visitor Guide and Paddling Tour Guide
- Carteret Catch website was funded
- Discovered that Rural Center would not provide funds to build restrooms but exploring other avenues to keep this proposed project active

Karen Amspacher spoke to everyone encouraging them to keep the momentum moving forward. Much progress has been made and she challenged them to think of ways to keep it moving. All 21 communities have several things in common:

- Great local seafood and traditional foods
- Interest in preserving traditional livelihoods and oral histories
- School partnerships
- Shared issues
- Heritage tourism development

Jimmy Johnson asked the group to keep engaged in the process and encouraged them to let the new reports to continue to be a resource for everyone to use to their advantage. Johnson offered his group's assistance if needed.

There will be a Rural Tourism Conference in Raleigh, NC on October 16 & 17.

Lauren Heesemann, NOAA, National Marine Sanctuary, gave a presentation on the new Monitor National Marine Sanctuary trail. A new virtual tour of off-shore shipwrecks will soon be available with a free downloadable application to I-Phones or computers. The application, to be finalized and available by the end of the year can be located on the I Tunes App Store. The virtual tour takes visitors down the Outer Banks with pinpoint stops along the way.



Mary Helen asked for a motion to approve the agenda; Charles Jones made the motion and Melinda Sutton seconded the motion.

Updates from Scenic Byway Committee Groups:

- 1) Down East – Carteret County: Tom Steepy (See attached)
- 2) Ocracoke – Melinda Sutton
- 3) Dare County – Mary Helen Goodloe-Murphy (See attached)
- 4) Partners – Lee Nettles, Darrell Echols, Pat Kenney, Steven Pearce, Joyce Bornfriend, Karen Amspacher for Core Sound Waterfowl Museum and Heritage Center.
- 5) Committee Reports – Mary Helen Goodloe-Murphy (See attached)

Joe Schwartzer announced the Graveyard of the Atlantic Museum will have a 3-day conference on October 25, 26, 27, 2012.

Mary Helen asked everyone to give the Age-Friendly Self-Evaluation for some thought. She noted that the 2010 Census revealed 10,513 people living in Dare County were over the age of 55. Making businesses age-friendly is important economically.

Mary Helen expressed much appreciation to Ricki Shepard and Vicky Barris for providing lunches for everyone.

The next Outer Banks Scenic Byway Advisory Committee meeting will be held on November 13, 2012 at 10:00 a.m. in Ocracoke.

Meeting was adjourned at 2:15 p.m.

Respectfully Submitted,

Cyndy M. Holda
Secretary/Outer Banks Scenic Byway Advisory Committee

Smarter Tourism

NNWAB

Why us?

Travelers

The People-First Tourism system allows travelers to send inquiries and make reservations directly to small entrepreneurs because this system "communicates" with entrepreneurs' cellphones globally. This web-to-cell system finally allows travelers to get off the beaten path, have genuine interactions with their hosts, and help the people and places they visit.

Entrepreneurs

Ambitious individuals who offer authentic services but have experienced difficulties in reaching tourists can now use the People-First Tourism system to try to access tourist markets globally. The only requirements for participation are to be endorsed and coached by an empowerment partner and to own a cellphone.

Empowerment Partners

Organizations with long records of empowering vulnerable people can now better enable their "clients" to earn their way out of poverty. The People-First Tourism system is a catalyst for the investments in human and social capital made by our grass-roots empowerment partners.

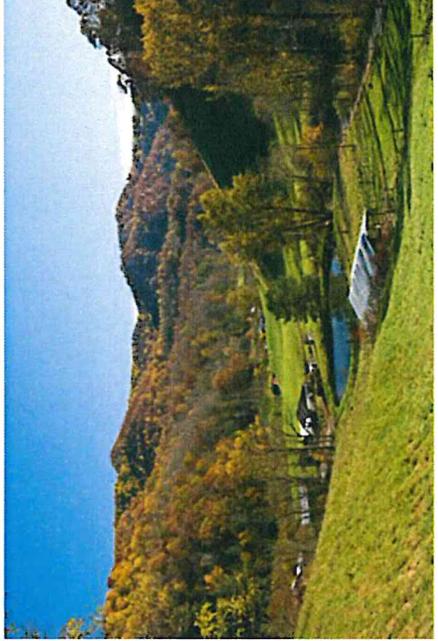
Travel Industry

Established industry leaders can now use the People-First Tourism system to search for a contract local suppliers of authentic and sustainable services to their discerning guests. This system helps tourism providers expand their offerings to guests and improve their relationship with local communities.

What is People-First Tourism?

People-First Tourism focuses on connecting socially conscious travelers with locally owned small businesses. Currently, access to tourism markets is often controlled by large outside corporations and government agencies that impose resource regulations on small entrepreneurs. These approaches alienate communities from their natural and cultural resources and prevent individuals to pursue sustainable and dignified livelihoods.

Fostering the creation of tourism-related sustainable livelihoods - focusing on human and community development and empowerment will elicit pro-conservation attitudes within these communities. In addition, putting local entrepreneurs and other local stakeholders in a position to personally realize the economic value of their natural and cultural resources is a far more effective method of fostering conservation movements than traditional top-down approaches to tourism and conservation.



People-First Tourism



Creating Sustainable Dignified Livelihoods

How it Works

Travelers interested in supporting local economies and people, while also having meaningful tourism experiences, can register on the website and search for providers listed in the network based on geographical location, interest, price range, or activity. Once a desirable provider or product is identified, travelers can fill out a reservation inquiry that is submitted via SMS to the entrepreneur's cell phone. The travelers will then receive an email answer from the entrepreneur confirming availability or declining the reservation. Next, the traveler will be able to pre-pay for the service through PayPal. If the offer has been declined, the traveler may choose another time and repeat the process. Travelers are encouraged to save the reservation confirmation and to show it to the entrepreneur.



Outer Banks Scenic Byway

A VISION FOR 2020 AND BEYOND

In 2020, connections to each other, this place, and our heritage will be strong. Connections will be expressed by shared local knowledge and stories and respect for the past, ourselves, nature's bounty, and our concerns for the future.

Our culture remains as alive and adaptive and is still unique and connected to the environment. Byway businesses, our environment, and our communities will be sustained by deliberate commitment of investment dollars and time.

True, **community-based heritage tourism** will be a mission of visitor programs. Entrepreneurial "hands-on heritage" will be a part of the visitor's experience and the resident's quality of life. This new emphasis in our communities will help to perpetuate our heritage.

Future generations will be able to choose to live and work in Byway communities.

We will all still **enjoy the simple pleasures** of this unique place – the endless sunsets, sleeping under the stars, the unique and unending flashes of light from our lighthouses, and the smell of salt air and tidal flats.



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

RESOLUTION

**To Establish Regular Meeting Dates for 2013
of the Hyde County Board of Commissioners**

WHEREAS, pursuant to NCGS 153A-40, the Hyde County Board of commissioners have elected to adopt a meeting schedule by resolution so that its members and the public may know when Regular meetings of the Board are to be held; and

WHEREAS, the Hyde County Board of Commissioners adopted Rules of Procedure on October 6, 2008, calling for Regular meetings to be held on the first and third Monday of each month, except in August and December or as otherwise provided, and

WHEREAS, pursuant to NCGS 153A-40, "the Board of Commissioners shall hold a regular meeting at least once a month and may hold more frequent regular meetings" but are not required to hold more than one meeting per month, and

WHEREAS, pursuant to NCGS 153A-40: "The Board by resolution [may] fix the time and place of its regular meetings, if such a resolution is adopted, at least 10 days before the first meeting to which the resolution is to apply, and

WHEREAS, this schedule of Regular meetings may be altered periodically by the Board of Commissioners by Resolution or other appropriate action of the board; and

WHEREAS, nothing in this resolution shall preclude the Hyde County Board of Commissioners from holding Special or Emergency meetings as such may be allowed by law; and

WHEREAS, the Hyde County Board of Commissioners desires to begin holding one Regular meeting per month in calendar year 2013, on the first Monday of every month or the next succeeding business day if the first Monday is a holiday; and

WHEREAS, the Hyde County Board of Commissioners desire to begin all Regular meetings at 5 p.m.; and

WHEREAS, the Hyde County Board of Commissioners desires to implement the use of committees in 2013, with the Chairman of each committee to be a member of the Board of Commissioners; and

WHEREAS, the committee meetings will be scheduled, publicized and open to the public the same as other public meetings; and

WHEREAS, the Hyde County Board of Commissioners utilizes an electronic meeting system for the simultaneous audio and/or video to conduct Regular meetings on both the Hyde County mainland and on Ocracoke Island, the sites of such electronic meetings being held as follows unless an alternative location is posted on the door of the meeting site:

- “Government Center” denotes the Multi-Purpose room in the Government Center at 30 Oyster Creek Road, Swan Quarter, N.C.
- “Ocracoke” denotes the Commons Area of Ocracoke School at 1 Schoolhouse Road, Ocracoke, NC

NOW, THEREFORE BE IT RESOLVED: that the Hyde County Board of Commissioners does hereby adopt the following schedule of Regular meetings to be held in 2013 utilizing an electronic meeting system for the simultaneous audio and/or video conduction of Regular meetings on both the Mainland and Ocracoke, the sites of such electronic meetings being, unless an alternative location is posted on the door of the meeting site, in the Multi-Use Room in the Government Center, 30 Oyster Creek Road, Swan Quarter, and in the Commons Area at Ocracoke School, 1 Schoolhouse Road, Ocracoke, N.C.

Monday, January 7, 2013
Monday, February 4, 2013
Monday, March 4, 2013
Monday, April 1, 2013
Monday, May 6, 2013
Monday, June 3, 2013
Monday, July 1, 2013
Monday, August 5, 2013
Tuesday, September 3, 2013
Monday, October 7, 2013
Monday, November 4, 2013
Monday, December 2, 2013

BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this Resolution on the Courthouse bulletin board in Swan Quarter and in the Ocracoke Post Office, and to publish a summary on the Hyde County Government website and in at least one local newspaper on or before December 21, 2012.

Duly adopted the 3rd of December, 2012.

Attested by:

Chairman, Hyde County Board of
Commissioners

Clerk, Hyde County Board of
Commissioners

HYDE COUNTY COMMISSIONERS MEETING CALENDAR 2013 (with 1 mtg./month & board committees)

<p>JANUARY</p> <p>7 Commissioners Meeting, 5 PM</p>	<p>FEBRUARY</p> <p>4 Commissioners' Meeting, 5 PM 13 Dept. SWOT Presentation/Goals Mtg.</p>	<p>MARCH</p> <p>4 Commissioners' Meeting, 5 PM</p>
<p>APRIL</p> <p>1 Commissioners' Meeting, 5 PM Set date for public hearing on budget 5 Strategic Planning/Budget Workshop</p>	<p>MAY</p> <p>6 Commissioners' Meeting, 5 PM; joint meeting with Board of Education 13 -17: Budget review sessions as needed</p>	<p>JUNE</p> <p>3 Commissioners Meeting, 5 PM; Public hearing on budget Adopt budget and set tax rate</p>
<p>JULY</p> <p>1 Commissioners Meeting, 5 PM</p>	<p>AUGUST</p> <p>5 Commissioners' Meeting 5 PM</p>	<p>SEPTEMBER</p> <p>2 Labor Day Holiday 3 Commissioners Meeting, 5 PM (Tuesday)</p>
<p>OCTOBER</p> <p>7 Commissioners' Meeting, 5 PM</p>	<p>NOVEMBER</p> <p>4 Commissioners' Meeting, 5 PM</p>	<p>DECEMBER</p> <p>2 Commissioners Meeting, 5 PM</p>

Changes:

- A Reduces number of meetings from 25 per/year to 15 meetings per/year
 - B Saves approximately 20 hours per month for 7-10 staff members in preparation of board materials (roughly 2000 hours/per year or \$50k)
 - C Saves approximately 6 hours per month for County attorney meeting attendance @ \$120 per hour (\$8,640)
 - D Saves paper, supplies and delivery costs of board packets (Approx. \$100 per meeting or \$1200 per year)
 - E Meetings could begin at 5 PM which would make it easier for staff to remain after hours and attend, cut back on overtime.
- Total Estimated Savings: \$60k per year**

Benefits:

- 1 Supports the use of the committee structure that would improve communication and provide time for more quality information exchange between board members and staff. This should increase commissioners' understanding of operations, and empower them to make more informed decisions. My suggestion would be that commissioners rotate to different committees annually.
- 2 A "consent" agenda could be used which would eliminate the need for discussion of routine issues such as budget transfers and minutes.

Suggested committees:

1) Finance

Committee would review financial records of county on a monthly basis with Finance Officer, Tax Administrator, Human Resources Director and County Manager; need to work on ways to improve financial reporting and upgrading financial and payroll software systems. Could also assist with long-range financial planning and budgeting, audit response. Would review budget transfers, amendments etc.

2) Facilities

Committee would work with the County Manager, Public Works Director and others to develop a Capital Improvement Plan and address other issues related to buildings and grounds, maintenance, solid waste, water, project management and employee safety.

3) Planning and Development

Committee would work with County Manager and County Planner to address issues related to planning and economic development, workforce development, job creation etc., affordable housing, and infrastructure development including broadband.

4) Rules

Committee would work with the County Manager, County Attorney and Department Heads as needed on policy and procedures, legislative issues, lobbying and ordinances. This committee would also review contracts and other legal agreements for the consent agenda.

5) Emergency Services

Committee would work with County Manager and Emergency Services Director on all issues related to Emergency Management and EMS, volunteer fire departments etc.

6) Support Services

Committee with meet with representatives from Elections, Senior Services, Cooperative Extension, Soil & Water Conservation, DSS and Health

7) Elected Officials' Roundtable

I would suggest this committee meet quarterly. At this meeting, the commissioner would meet with the other elected officials in the county possibly our legislators and senators, in order to learn more about their work, concerns projects etc.

8) Manager's Roundtable

This committee would deal with issues that improve the quality of life of Hyde County citizens and their relationship with county government. This would include public relations, public information, customer service, youth involvement, employee relations and work with other counties or agencies to share resources and develop services of mutual benefit.

Committee meetings schedules would be set on a yearly basis, with the chairman having the option of cancelling meetings or scheduling meetings as needed. All meetings would be open to the public and advertised. Minutes would be taken at each meeting by the Department Head liaison or their appointed clerk. Minutes of said meetings would be shared with the full board.



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

RESOLUTION

**To Establish Regular Meeting Dates for 2013
of the Hyde County Board of Commissioners**

WHEREAS, pursuant to NCGS 153A-40, the Hyde County Board of commissioners have elected to adopt a meeting schedule by resolution so that its members and the public may know when Regular meetings of the Board are to be held; and

WHEREAS, the Hyde County Board of Commissioners adopted Rules of Procedure on October 6, 2008, calling for Regular meetings to be held on the first and third Monday of each month, except in August and December or as otherwise provided, and

WHEREAS, this schedule of Regular meetings may be altered periodically by the Board of Commissioners by Resolution or other appropriate action of the board; and

WHEREAS, nothing in this resolution shall preclude the Hyde County Board of Commissioners from holding Special or Emergency meetings as such may be allowed by law; and

WHEREAS, the Hyde County Board of Commissioners desire to begin all Regular meetings at 6 p.m.; and

WHEREAS, the Hyde County Board of Commissioners utilizes an electronic meeting system for the simultaneous audio and/or video to conduct Regular meetings on both the Hyde County mainland and on Ocracoke Island, the sites of such electronic meetings being held as follows unless an alternative location is posted on the door of the meeting site:

- "Government Center" denotes the Multi-Purpose room in the Government Center at 30 Oyster Creek Road, Swan Quarter, N.C.
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Room in the Government Center, 30 Oyster Creek Road, Swan Quarter, and in the Commons Area at Ocracoke School, 1 Schoolhouse Road, Ocracoke, N.C.

Monday, January 7, 2013
Tuesday, January 22, 2013
Monday, February 4, 2013
Monday, February 18, 2013
Monday, March 4, 2013
Monday, March 18, 2013
Monday, April 1, 2013
Monday, April 15, 2013
Monday, May 6, 2013
Monday, May 20, 2013
Monday, June 3, 2013
Monday, June 17, 2013
Monday, July 1, 2013
Monday, July 15, 2013
Monday, August 5, 2013
Tuesday, September 3, 2013
Monday, September 16, 2013
Monday, October 7, 2013
Monday, October 21, 2013
Monday, November 4, 2013
Monday, November 18, 2013
Monday, December 2, 2013

BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this Resolution on the Courthouse bulletin board in Swan Quarter and in the Ocracoke Post Office, and to publish a summary on the Hyde County Government website and in at least one local newspaper on or before December 21, 2012.

Duly adopted the 3rd of December, 2012.

Attested by:

Chairman, Hyde County Board of
Commissioners

Clerk, Hyde County Board of
Commissioners

HYDE COUNTY COMMISSIONERS MEETING CALENDAR 2013 (with 2 mtgs/month)

<p>JANUARY</p> <p>1 New Year's Day Holiday 7 Commissioners Meeting, 6 PM 21 Martin Luther King Holiday 22 Commissioners Meeting, 6 PM (Tuesday)</p>	<p>FEBRUARY</p> <p>4 Commissioners' Meeting, 6 PM 7 Budget Retreat 13 Dept. SWOT Presentation/Goals Mtg. 18 Commissioners' Meeting, 6 PM</p>	<p>MARCH</p> <p>4 Commissioners' Meeting, 6 PM 10 Daylight Savings Time Begins 18 Commissioners' Meeting, 6 PM 29 Easter Holiday</p>
<p>APRIL</p> <p>1 Commissioners' Meeting, 6 PM 5 Strategic Planning/Budget Workshop 15 Commissioners' Meeting, 6 PM</p>	<p>MAY</p> <p>6 Commissioners' Meeting, 6 PM; joint meeting with Board of Education 20 Commissioners' Meeting, 6 PM; public hearing on proposed budget 27 Memorial Day Holiday</p>	<p>JUNE</p> <p>3 Commissioners Meeting, 6 PM; adopt budget for 2013-2014 17 Commissioners Meeting, 6 PM</p>
<p>JULY</p> <p>1 Commissioners Meeting, 6 PM 4 Independence Day Holiday 15 Commissioners Meeting, 6 PM</p>	<p>AUGUST</p> <p>5 Commissioners' Meeting 6 PM</p>	<p>SEPTEMBER</p> <p>2 Labor Day Holiday 3 Commissioners Meeting, 6 PM (Tuesday) 16 Commissioners Meeting, 6 PM</p>
<p>OCTOBER</p> <p>7 Commissioners' Meeting, 6 PM 21 Commissioners' Meeting, 6 PM</p>	<p>NOVEMBER</p> <p>3 Daylight Savings Time Ends 4 Commissioners' Meeting, 6 PM 11 Veteran's Day Holiday 18 Commissioners' Meeting, 6 PM 28 Thanksgiving Holiday 29 Thanksgiving Holiday</p>	<p>DECEMBER</p> <p>2 Commissioners Meeting, 6 PM 24 Christmas Holiday 25 Christmas Holiday 26 Christmas Holiday</p>



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Budget Calendar for 2013-2014 Budget Development

Attachments: Yes

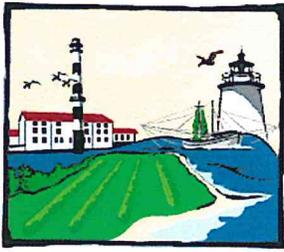
Description: As required by law, it is now time to adopt the calendar that will be used to develop the budget for fiscal year 2013-2014.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Adopt the calendar

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> J. Fletcher	<input type="checkbox"/> J. Fletcher	J. Fletcher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> E. Pugh	<input type="checkbox"/> E. Pugh	E. Pugh	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>

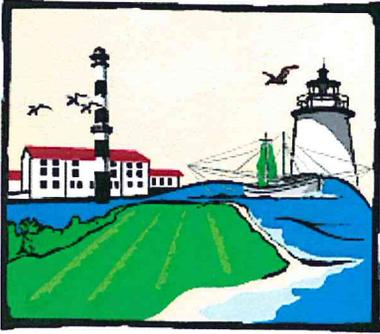


HYDE COUNTY

NORTH CAROLINA

DRAFT Fiscal Year 2013-2014 Budget Calendar

Date	Activity	Participants
January 7, 2013	Calendar Adopted	Board of Commissioners
January 23, 2013	Preliminary department assessments a. Review contracts b. Review equipment leases and purchases c. Continuing obligations d. Assess current needs e. Review goals/improvements of operations f. Consider program expansions	Department Heads
January 28, 2013	External agency letters mailed	Finance Officer
February 11, 2013	Department assessments due Budget worksheets distributed	Department Heads Finance Officer
February 13, 2013	Department SWOT presentations/goal setting with Commissioners	Board of Commissioners County Manager Department Heads
March 20, 2013	Completed worksheets returned Business cases due for expansion items Preliminary revenue estimates due	Department Heads
March 20, 2013	External agency budget requests due	Finance Officer
March 21-28, 2013	Budget Officer meets with Departments Heads to review budget requests	Finance Officer Department Heads
March 26-30, 2013	Budget Officer and Department Heads present budget requests to County Manager	Finance Officer Department Heads
April 1, 2013	Set date for public hearing	Board of Commissioners
April 5, 2013	Strategic Planning/Budget Workday Review business cases for new funding, requests from non-profit agencies	Board of Commissioners County Manager Finance Officer
April 15, 2013	Board of Education budget due	Board of Education
May 6, 2013	Joint meeting with Board of Education Proposed budget distributed to Commissioners Proposed Budget presented to Commissioners	Board of Education Finance Officer County Manager
May 13th-17th	Budget review sessions held as needed	Board of Commissioners Finance Officer
June 3, 2013	Public Hearing on Budget Commissioners adopt FY 2012-2013 Budget and set tax rate	Board of Commissioners



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Employee Recognition Brunch

Attachments: Yes

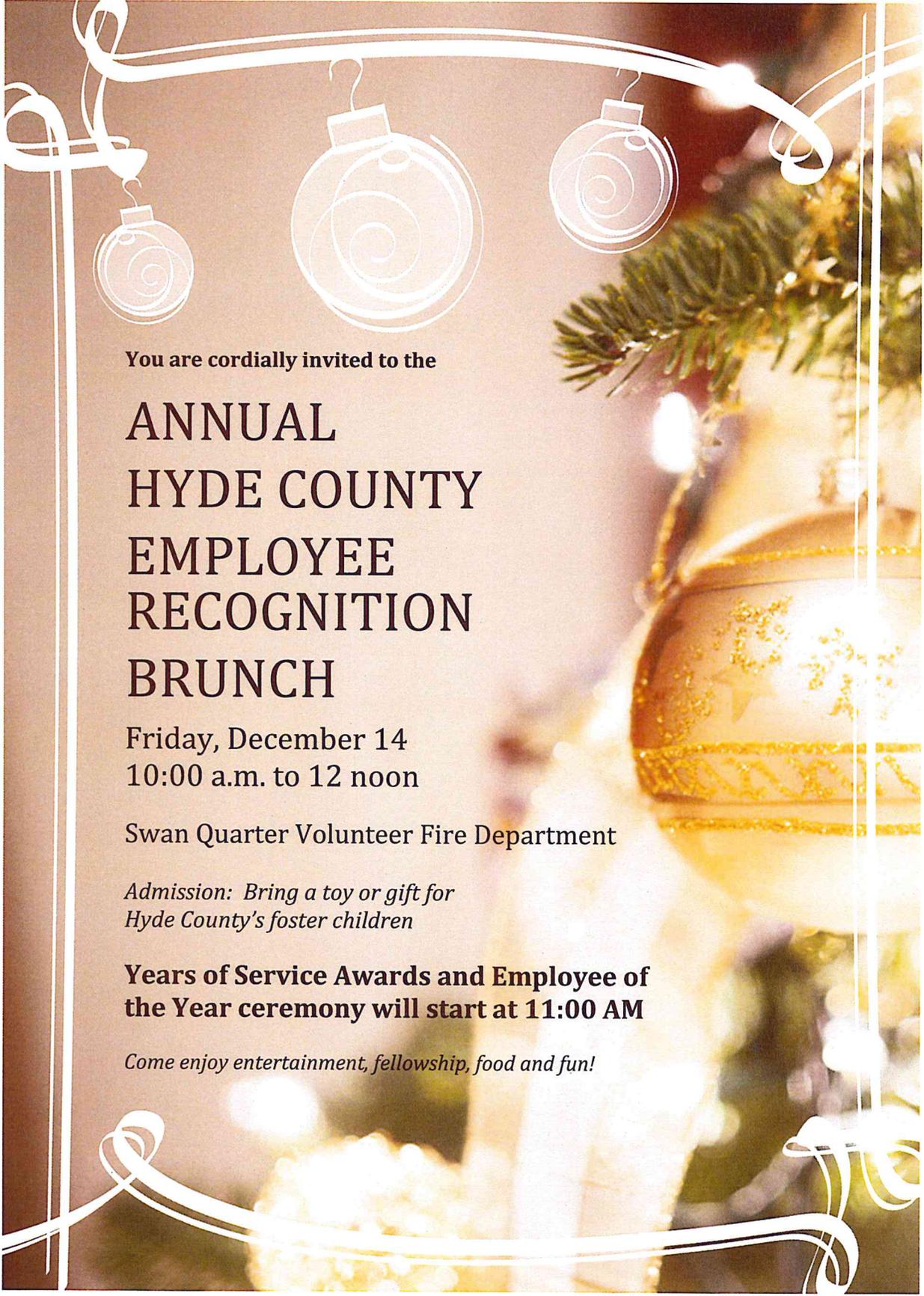
Description: Manager needs Commissioners to confirm attendance at this event.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Confirm attendance

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
____ A. Byrd	____ A. Byrd	A. Byrd	_____	_____
____ J. Fletcher	____ J. Fletcher	J. Fletcher	_____	_____
____ E. Pugh	____ E. Pugh	E. Pugh	_____	_____
____ B. Swindell	____ B. Swindell	B. Swindell	_____	_____
____ D. Tunnell	____ D. Tunnell	D. Tunnell	_____	_____



You are cordially invited to the

**ANNUAL
HYDE COUNTY
EMPLOYEE
RECOGNITION
BRUNCH**

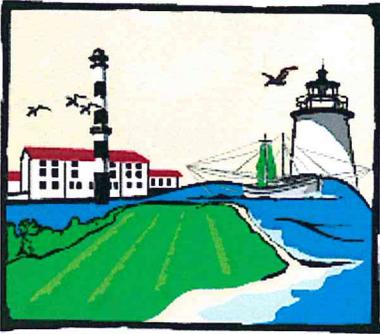
Friday, December 14
10:00 a.m. to 12 noon

Swan Quarter Volunteer Fire Department

*Admission: Bring a toy or gift for
Hyde County's foster children*

**Years of Service Awards and Employee of
the Year ceremony will start at 11:00 AM**

Come enjoy entertainment, fellowship, food and fun!



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Commissioners Organizational Meeting

Attachments: Yes

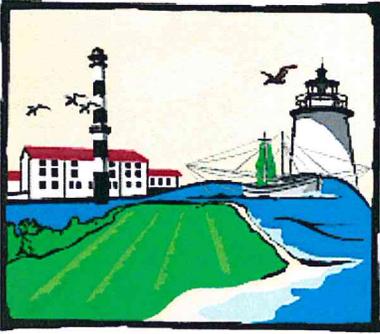
Description: Manager needs Commissioners to confirm attendance at this event.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Confirm attendance

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> J. Fletcher	<input type="checkbox"/> J. Fletcher	J. Fletcher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> E. Pugh	<input type="checkbox"/> E. Pugh	E. Pugh	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Engelhard Christmas Parade

Attachments: Yes

Description: Manager needs Commissioners to confirm attendance at this event.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Confirm attendance

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> J. Fletcher	<input type="checkbox"/> J. Fletcher	J. Fletcher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> E. Pugh	<input type="checkbox"/> E. Pugh	E. Pugh	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>

Engelhard Development Corporation
Christmas Parade Committee
PO Box 342
Engelhard, NC 27824

Bond Mail

November 12, 2012

Hello!!

We are excited to announce the 25th Annual Engelhard Christmas Parade. The date has been set for **Saturday, December 15, 2012 at 4:00 pm.**

We would very much appreciate your participation in this year's parade. So get your floats, boats, trucks, or any of the like ready!!!

I am including a parade entry form and a flyer. The deadline for entries is Monday, December 10, 2012. Please call me if you have any questions. I can be reached by email at engelharddevelopmentcorp@yahoo.com or by phone at 252-542-0419.

Santa Claus will be available to talk with children following the Engelhard Christmas Tree Lighting. Don't forget your cameras!

We hope you will join us for an evening of community fun and fellowship to celebrate the Christmas season.

Thank you in advance for your participation.

Sincerely,



Amber Spencer
Engelhard Christmas Parade Committee

25th Annual Engelhard Christmas Parade

Parade Entry Form

Saturday, December 15, 2012 - 4:00 pm

Name (Business, Organization, Individual): _____

Contact Person: _____

Address: _____

Phone: _____

Email: _____



Type of Entry:	<input type="checkbox"/> Float	Classification of Entry:	<input type="checkbox"/> Business
	<input type="checkbox"/> Vehicle		<input type="checkbox"/> Individual
	<input type="checkbox"/> Animal		<input type="checkbox"/> School
	<input type="checkbox"/> Marching Band		<input type="checkbox"/> Organization
	<input type="checkbox"/> Color Guard		

Number of Vehicles in Parade: _____

Description and Participants in Parade (for Parade MC):

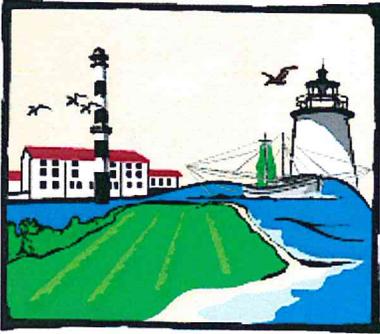
Entry fees are \$25.00 for businesses and \$10.00 for all other entries.

If you do not wish to participate in the parade, we would appreciate any donation you might give. All donations are used to purchase seasonal decorations for our town and to cover parade expenses.

Please return fee and form by Monday, December 10th.

Mail to the following:
Engelhard Christmas Parade
c/o Amber Spencer
PO Box 342
Engelhard, NC 27824

THANK YOU!!!!!!



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Essentials of County Government Training

Attachments: Yes

Description: Manager needs Commissioners to confirm attendance at this event. Commissioners Byrd, Fletcher and Pugh must attend in order to attend required ethics training.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Confirm attendance

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> J. Fletcher	<input type="checkbox"/> J. Fletcher	J. Fletcher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> E. Pugh	<input type="checkbox"/> E. Pugh	E. Pugh	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>



UNC
SCHOOL OF GOVERNMENT

ESSENTIALS OF COUNTY GOVERNMENT

January 9-10, 2013 - Asheville

January 30-31, 2013 - New Bern

February 12-13, 2013 - Winston-Salem

February 22-23, 2013 - Chapel Hill

This course is designed to help newly elected officials understand the basics of county government. Veteran elected officials are also invited to attend with their newly elected colleagues.

Program Option for Newly Elected Officials:

1. Attend two days of *Essentials of County Government*, which includes two hours of state-mandated ethics training

Topics - Day One:

- Context for North Carolina county governments
- What counties do and how they do it
- Governing board roles and responsibilities
- Ethics

Topics - Day Two:

- Financing county government
- Working with others
- Sharing accountability with schools
- Bottom Line! budget simulation

Registration: To register for *Essentials of County Government*, visit www.sog.unc.edu/node/1195.

Program Options for Veteran Elected Officials:

1. Attend the LeaderShop *Water and Economically Vibrant*

REGISTER NOW

SCHOLARSHIPS

Scholarships are available through the Local Elected Leaders Academy. Visit the course registration page for more information.

SEND TO A COLLEAGUE

CONNECT WITH US!



- Communities* (which includes a two-hour ethics training) on Day One, then join newly elected colleagues for Day Two of *Essentials of County Government*, which will include the *Bottom Line!* budget simulation
2. Attend the LeaderShop *Water and Economically Vibrant Communities* (which includes a two-hour ethics training) on Day One

Water and Economically Vibrant Communities: What Every Local Official Needs to Know

This engaging LeaderShop for veteran elected officials will be led by School of Government faculty [Jeff Hughes](#) and [Richard Whisnant](#). The workshop, which includes a two-hour state-mandated ethics training segment, will provide a basic understanding about the following issues:

- Water supply
- Drinking water systems
- Wastewater treatment
- Storm water

Registration: To register for one or both days, visit www.sog.unc.edu/node/1195.

Faculty Coordinator: [Vaughn Upshaw](#), Lecturer in Public Administration and Government

For more information: Contact Susan Hutchinson, program manager, at 919.966.4171 or smhutch@sog.unc.edu.

Visit the School of Government on [Facebook](#) or [Twitter](#)

If you prefer not to receive e-mail from the School of Government announcing upcoming programs, please click on the "Unsubscribe" link below.

www.sog.unc.edu

Knapp-Sanders Building
Campus Box 3330
UNC-Chapel Hill, Chapel Hill, NC 27599-3330
T: 919.966.5381 F: 919.962.0654

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UNC School of Government | Knapp-Sanders Building | Campus Box 3330 | Chapel Hill | NC | 27599-3330

Lois Stotesberry

From: Houston, Norma Reid <nhouston@sog.unc.edu>
Sent: Friday, November 09, 2012 11:44 AM
To: County Clerks in North Carolina
Cc: Hutchinson, Susan McNeill
Subject: [countyclerks] Ethics Training

Good morning clerks:

I've several posts about ethics training, so hopefully the information below will be helpful:

1. *What if a city council member/Mayor elected in November 2011 has not completed his or her ethics training yet? Is there a penalty? Can he or she still take the training?*

Under state law, there is no specific penalty for failing to take the ethics training within the required time period. However, the training is required by state law, so officials should make every effort to comply. The local governing board has the authority to adopt a motion of censure as a public statement of admonishment of the non-compliant member, but again, a motion of censure does not carry any specific penalty other than that of the displeasure of the board and perhaps negative public perception.

The statute requires the officials to complete their ethics training within 12 months of election (or appointment) or reelection (or reappointment) to office. There is some question about what the date of the "election" really means. Is it the actual date of the election itself, or is it the date on which election results are certified? The statute doesn't answer this question. A reasonable interpretation of the statute is that "election" means when the election results are certified because the official cannot take the oath of office prior to that date. Municipal elections are certified by the county canvass which must be held within 7 days after the election. So, under this interpretation, city council members/Mayors who won election or reelection on November 8, 2011 would have until November 15, 2012 to complete their ethics training and still be in compliance with the law.

If you are a city clerk and have a council member who has not yet completed his or her required ethics training, please email Susan Hutchinson at smhutch@sog.unc.edu as soon as possible to inquire about available options for city council members.

2. *Does a county commissioner who was reelected this week have to take the ethics training even if he or she has previously taken it?*

Yes. State law requires the official to take the ethics training within 12 months of initial election (or appointment) AND REELECTION (or reappointment) to office. Thus, county commissioners who were reelected this week have until November 2013 to complete their ethics training. The School of Government is offering in-person ethics training as part of the 2013 Essentials of County Government/Veteran Officials Workshop. **If you are a county clerk, to register both newly elected and veteran reelected county commissioners for the program, click here to go to the course registration page.**

3. *Where can I get more information about the ethics training requirement?*

Please visit our SOG Ethics for Local Government Officials Resource site at <http://www.sog.unc.edu/programs/ethics>.

If Susan or I can help answer any additional questions, please feel free to email us!

Norma (nhouston@sog.unc.edu)

Susan (smhutch@sog.unc.edu)

Search

Essentials of County Government 2013

After the November elections, UNC School of Government and the North Carolina Association of County Commissioners jointly hold a two-day training conference in four locations across the state. This training is for newly elected officials, veteran elected officials and their managers. Entire boards are encouraged to attend.

This [program](#) offers participants points toward recognition in the [Local Elected Leaders Academy \(LELA\)](#).
<http://www.sog.unc.edu/programs/lela/>

Agenda

Day One

8:00 AM-3:00 PM Essentials of County Government- For veteran elected officials, newly elected officials and entire boards

- Context for NC County Governments
- What Counties Do and How They Do It
- Governing Board Roles and Responsibilities

8:00 AM-3:00 PM Water and Economically Vibrant Communities: What Every Local Leader Needs to Know -Workshop for County and Municipal Veteran Elected Officials

3:00 PM-5:00 PM-Ethics for Elected Officials (satisfies state mandated training)

Day Two

8:00 AM -5:00 PM-Essentials of County Government-For veteran elected officials, newly elected officials, and entire boards

- Financing County Government
- Working With Others
- Shared Accountability With Schools
- Bottom Line Budget Simulation

Registration Options:

1. Essentials of County Government (2 days)-For newly elected officials and veteran elected officials who wish to accompany their newly elected officials (including managers), and entire boards
Includes: Day One Essentials, Ethics and Day Two Essentials (includes *Bottom Line Budget Simulation Exercise*), and the Handbook for NC County Commissioners
Agenda-Coming soon

2. Essentials with Workshop for Veteran Elected Officials (2 days)- Open to veteran county elected officials and their managers
Includes: Day One workshop for Veteran Elected Officials-*Water and Economically Vibrant Communities: What Every Local Leader Needs to Know*, Ethics and Day Two Essentials (includes *Bottom Line Budget Simulation Exercise*), and the Handbook for NC County Commissioners
Agenda-Coming Soon

3. Workshop for Veteran Elected Officials Only (1 day) Water and Economically Vibrant Communities: What Every Local Leader Needs to Know- Open to veteran county and municipal elected officials and their managers
Includes: Day One Workshop for Veteran Elected Officials and Ethics. Does **NOT** include Day Two Essentials or *Bottom Line Budget Simulation Exercise*, and does not include the handbook for NC County Commissioners
AGENDA-Coming Soon

HELPFUL INFORMATION:

For *Ethics*, *Bottom Line* and *CLE* information, click on your date preference below and see the section titled Program towards the bottom of the page

For *meeting location and hotel information*, click on your date preference below and see the section titled Site Information towards the bottom of the page

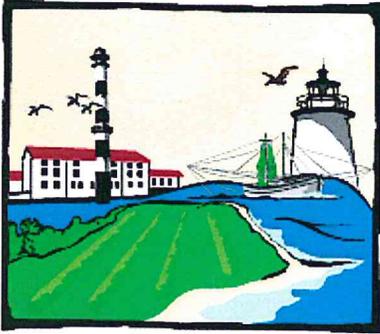
A Note to Veteran Municipal Elected Officials:

Veteran *municipal* elected officials are encouraged to attend the workshop for veteran municipal and county elected officials-*Water and Economically Vibrant Communities: What Every Local Leader Needs to Know*. Choose your preferred date, then in the blue box in the top right hand corner, click on the workshop title to [register](#).

Program Options

Please select one of the options below for more information

- [Asheville, Wed/Thu, January 9 and/or 10, Doubletree, Biltmore \(node/1195/sog-program/new-officials/17\)](#)
- [New Bern, Wed/Thu, January 30 and/or 31, New Bern Convention Center \(node/1195/sog-program/new-officials/18\)](#)
- [Winston-Salem, Fri/Wed, February 12 and/or 13, Marriott Twin City Quarter \(node/1195/sog-program/new-officials/19\)](#)
- [Chapel Hill, Fri/Sat, February 22 and/or 23, Sheraton Chapel Hill \(node/1195/sog-program/new-officials/20\)](#)



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: NCACC Legislative Goals Conference

Attachments: Yes

Description: The NCACC Legislative Goals Conference will be held in January. The Board needs to appoint a representative to attend this meeting. The Manager needs to confirm which board members would also like to attend.

Times Read: First

Impact on Budget: Does Not increase the budget

Recommendation: Appoint representative, confirm attendance

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
___ A. Byrd	___ A. Byrd	A. Byrd	___	___
___ J. Fletcher	___ J. Fletcher	J. Fletcher	___	___
___ E. Pugh	___ E. Pugh	E. Pugh	___	___
___ B. Swindell	___ B. Swindell	B. Swindell	___	___
___ D. Tunnell	___ D. Tunnell	D. Tunnell	___	___



NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

Legislative Goals Conference

Agenda

Register

Accommodations

Newcomer Breakfast Social

Leading Your
County Governing Board

Contact Info

County officials to have their say at 2013 Legislative Goals Conference

The NCACC will host its bi-annual Legislative Goals Conference on **Jan. 24-25, 2013, at the Sheraton RTP in Durham County**. The conference is the culmination of a months-long process to determine the county legislative agenda for the upcoming biennium of the N.C. General Assembly. Each county is encouraged to send at least one representative to make sure your county's voice is heard.

Legislative Goals

Every two years, in the months preceding a long session of the General Assembly, members of the North Carolina Association of County Commissioners (NCACC) engage in a process to determine the legislative goals it should seek in the best interest of the counties. The NCACC goals-setting process begins in

August of each even-numbered year and consists of five stages, beginning with the solicitation of proposals from counties and ending with the adoption of the legislative agenda at the Legislative Goals Conference.



The Association's legislative goals process is thoughtful, deliberative, inclusive and fair. The investment of time and energy, and value of full discourse, strengthens our association as we navigate the legislative currents. The process is designed to create an informed grassroots organization and to build a cohesiveness of purpose within the organization that, in turn, grants a degree of credibility to the association that is unique. All counties and all county officials are invited and encouraged to participate in the legislative goals process.



Voting Process

Every member county appoints a voting delegate to the conference. Every county in attendance has one vote. The voting delegate can be any county official, including non-elected officials, and a county may choose an alternate. No proxies are allowed. Goals are presented by subject category. Upon motion of any voting delegate, a proposal can be set aside

for detailed discussion. Majority votes are required to approve or alter the proposed goals.

- [Voting delegate form](#) (Word)

Screening Committee Process

The Association has a Screening Committee process to allow for consideration of newly proposed goals or proposals previously presented but not approved. The Screening Committee is composed of the Legislative Goals Committee chairs and the seven Steering Committee chairs. The Screening Committee meets at the end

of the first day of the conference to review and hear presentations on any newly submitted proposals.

Leading Your County Governing Board

In conjunction with the Legislative Goals Conference, the NCACC and the School of Government at the University of North Carolina offer a one-day training seminar for county board chairs on Wednesday, Jan. 23, 2013. For more details about this event, please click the tab on the left.



NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

Legislative Goals Conference

Tentative agenda for the 2013 Legislative Goals Conference. Times and schedule are subject to change.

Agenda

Register

Accommodations

Newcomer Breakfast Social

Leading Your County Governing Board

Contact Info

Wednesday January 23, 2013

8:30AM - 5:00PM

Leading Your County Governing Board - Sheraton RTP

Training session for new board chairs and vice chairs. Click **Leading Your County Governing Board** tab at left for detailed agenda.

For board chairmen & vice-chair

Thursday January 24, 2013

7:30AM - 4:30PM

Legislative Goals Conference Registration - Imperial Pre-Function

8:30AM

Newcomer Breakfast Social - Imperial IV

9:30AM

Information Session - Imperial I, II & III

12:00PM

Lunch - Imperial IV, V, VI & VII

1:00PM

Deadline to submit new goals - Registration desk

1:00PM

Legislative Goals Adoption - Imperial I, II & III

3:00PM

Break - Imperial Pre-Function

3:30PM

Legislative Goals Adoption - Imperial I, II & III

4:45PM

Screening Committee Meeting - Royal

For all Board members & the manager

Friday January 25, 2013

7:30AM - 10:30AM

Registration - Imperial Pre-Function

9:00AM - 12:00PM

Legislative Goals Adoption - TBD



Legislative Goals Conference **Leading your County Governing Board**

Agenda

Register

Accommodations

Newcomer Breakfast Social

Leading Your County Governing Board

Contact Info

In most counties in North Carolina, the Board of County Commissioners chooses one commissioner each year to serve as the Chairman of the Board. The chair has many roles and responsibilities, including presiding over Board meetings and setting the agendas for the meetings, among others. Chairs also serve as the de facto spokesperson for the Board and must learn to manage different personalities to make sure that all Board members feel like they are being treated fairly.

Prior to the Legislative Goals Conference, the NCACC and the School of Government at the University of North Carolina offer a one-day training seminar for county board chairs on Wednesday, Jan. 23, 2013. Space is limited for this session, and pre-registration is required. Priority will be given to current board chairs and vice chairs, but all commissioners are eligible to attend.

The session will discuss the legal responsibilities and duties for chairs and vice chairs, how to run a meeting, tips for building and maintaining effective relationships with all board members and advice on best practices for media relations. Faculty will include NCACC staff and staff from the School of Government. A separate registration fee of \$60 for this one-day session is required, and you do not have to register for the Legislative Goals Conference in order to register for the training session. Please visit the registration page to register for this special seminar.

Board chair & vice-chair

Leading your County Governing Board

8:30 a.m.	Registration	Empire A/B Foyer
9 a.m.	Welcome/Big Questions	Empire A/B
9:30 a.m.	Group exercise: Board leadership roles and responsibilities	Empire A/B
10:30 a.m.	Break	
10:45 a.m.	Leading Public Sector Governing Boards: Legal and Procedural Requirements	Empire A/B
12:30 p.m.	Lunch	Empire C
4 p.m.	Wrap-up	Empire A/B
1:15 p.m.	Breakout Session I: Procedural Problems	Royal A
1:15 p.m.	Breakout Session II: Board dynamics, board/manager relations	Empire A/B
1:15 p.m.	Breakout Session III: Board chairs and the media	Royal B
2 p.m.	Break	
2:15 p.m.	Breakout Session I: Procedural Problems	Royal A
2:15 p.m.	Breakout Session II: Board dynamics, board/manager relations	Empire A/B
2:15 p.m.	Breakout Session III: Board chairs and the media	Royal B
3 p.m.	Break	
3:15 p.m.	Breakout Session I: Procedural Problems	Royal A
3:15 p.m.	Breakout Session II: Board dynamics, board/manager relations	Empire A/B
3:15 p.m.	Breakout Session III: Board chairs and the media	Royal B
4 p.m.	Developing and Sustaining Leadership for Public Sector Governing Boards	Empire A/B
4:30 p.m.	Big Answers	Empire A/B
5 p.m.	Adjourn	



NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

Legislative Goals Conference

Agenda

Register

Accommodations

Newcomer Breakfast Social

Leading Your County Governing Board

Contact Info

Sheraton Imperial Hotel & Convention Center
4700 Emperor Blvd., Durham, NC 27703

The NCACC has arranged for a block of rooms at the Sheraton Imperial Hotel & Convention Center (4700 Emperor Blvd., Durham, NC 27703), for the nights of Jan. 22 through Jan. 26. To receive the group rate of \$91 per night plus charges and taxes, you must reserve your room prior to Jan. 2, 2013.



The hotel has been recently renovated and features free WiFi, PC stations, and printing capabilities. Each guest room is furnished with the irresistible, ultra-plush Sheraton Sweet Sleeper™ Bed with pillow-top mattress and featherweight duvet. Refresh and renew in the morning or evening with superior new Shine for Sheraton® products found in each bathroom.

The hotel offers a smoke-free environment, High Speed Internet Access and myriad thoughtful touches to keep you comfortable and connected. The hotel features lighted tennis courts and a jogging trail.

- Phone: (919) 941-5050
- Central Reservations: 888-627-7057

To reserve your room, please visit the [customized reservation website](#).

Memorandum

RETURN FORM BY JANUARY 11, 2013

**VOTING DELEGATE DESIGNATION FORM
LEGISLATIVE GOALS CONFERENCE
January 24-25, 2013 (Thursday – Friday)
Sheraton Imperial - RTP**

NOTE: Please place this action on your board meeting agenda.

Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate. Each voting delegate should complete and sign the following statement and **RETURN IT TO THE ASSOCIATION NO LATER THAN FRIDAY, JANUARY 11, 2013.**

PLEASE RETURN FORM TO SHEILA SAMMONS, CLERK TO THE BOARD BY EMAIL: SHEILA.SAMMONS@NCACC.ORG OR FAX: 919-733-1065.

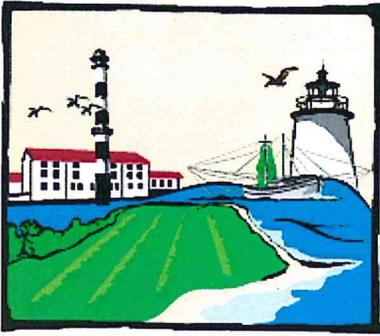
I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the North Carolina Association of County Commissioners 2013 Legislative Goals Conference.

Signed: _____

Title: _____

Article VI, Section of the Association's Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its County Commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the Board of County Commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”



HYDE COUNTY

NORTH CAROLINA

Since 1712

Meeting Date: 12.03.12

Presenter(s): Wes Smith

Title: Director

Agency/Dept.: Hyde County Health Department

Item Title: Budget Transfer

Attachments: Yes

Description: A budget transfer is needed for the Health Department to move additional funds from the Medicare Escrow account to cover the costs of capital improvements.

Times Read: First

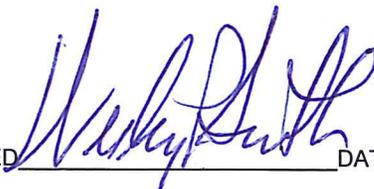
Impact on Budget: Increases the budget

Recommendation: Approve

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
___ A. Byrd	___ A. Byrd	A. Byrd	___	___
___ J. Fletcher	___ J. Fletcher	J. Fletcher	___	___
___ E. Pugh	___ E. Pugh	E. Pugh	___	___
___ B. Swindell	___ B. Swindell	B. Swindell	___	___
___ D. Tunnell	___ D. Tunnell	D. Tunnell	___	___

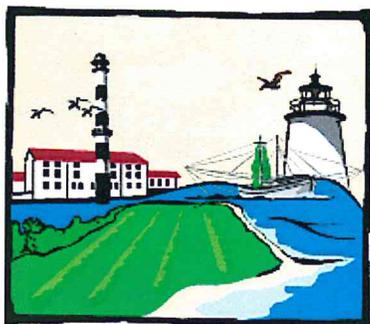
**HYDE COUNTY BOARD OF COMMISSIONERS
2012/2013 BUDGET REVISIONS**

MEETING DATE 12/3/2012					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
21-13	Health	10-5820.7425	Capital Improvement - Maternal Health	\$ 2,320.00	
		10-5850.7425	Capital Improvement - Comm. Diseases	\$ 3,400.00	
		10-5950.7425	Capital Improvement - Family Planning	\$ 6,960.00	
		10-5960.7425	Capital Improvement - Child Health	\$ 2,320.00	
		10-3481.0051	Revenue - Medicaid Escrow		\$ 15,000.00
				\$ 15,000.00	\$ 15,000.00
<p align="center">Need to Transfer additional funds from various Health Department Medicaid Escrow Account lines (Maternal Health, Communicable Diseases, Family Planning and Child Health) into a Capital Improvement line within each corresponding program. These additional funds are necessary to complete Phase I repairs/renovations to health department building to create a new location for providing clinical services to patients. Bids by Sound Side Group to complete IT work, and by Anthony Russ to relocate generator for vaccine refrigerator/freezer units, were higher than originally budgeted for. Also, including additional funds to cover for relocation of telephone lines and extensions.</p>					

REQUESTED  DATE 11-27-12

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

ENTERED LEDGER/DATE _____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Commissioners & Manager

Title:

Agency/Dept.: County of Hyde

Item Title: Report of Activities

Attachments: No

Description: The Commissioners and Manager will report on their various activities on behalf of the citizens of Hyde County.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Share, listen for understanding

MOTION MADE

____ A. Byrd
____ J. Fletcher
____ E. Pugh
____ B. Swindell
____ D. Tunnell

MOTION SECONDED

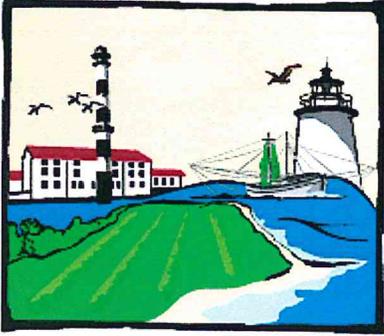
____ A. Byrd
____ J. Fletcher
____ E. Pugh
____ B. Swindell
____ D. Tunnell

VOTE

A. Byrd
J. Fletcher
E. Pugh
B. Swindell
D. Tunnell

Yea

Nay



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Citizens

Title:

Agency/Dept.:

Item Title: Public Comments

Attachments: Yes

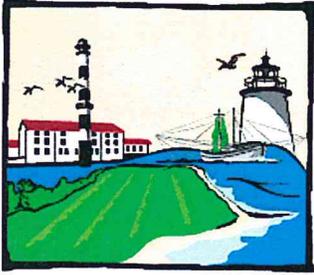
Description: Citizens are afforded an opportunity at this time to comment on issues they feel may be of importance to the Commissioners and to their fellow citizens. Comments should be kept to (3) minutes and directed to the entire board, not just one individual Commissioner, staff member or to a member 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.

Times Read:

Impact on Budget:

Recommendation: Listen for understanding

			<u>Yea</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> J. Fletcher	<input type="checkbox"/> J. Fletcher	J. Fletcher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> E. Pugh	<input type="checkbox"/> E. Pugh	E. Pugh	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>



HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s): Commissioners

Title:

Agency/Dept.:

Item Title: Closed Session

Attachments: None

Description: Board members will go into closed session to prevent disclosure of privileged or confidential information pursuant to State and/or Federal law.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Approve

MOTION MADE

____ A. Byrd
____ J. Fletcher
____ E. Pugh
____ B. Swindell
____ D. Tunnell

MOTION SECONDED

____ A. Byrd
____ J. Fletcher
____ E. Pugh
____ B. Swindell
____ D. Tunnell

VOTE

A. Byrd
J. Fletcher
E. Pugh
B. Swindell
D. Tunnell

Yea

Nay

§ 143-318.11. Closed sessions.

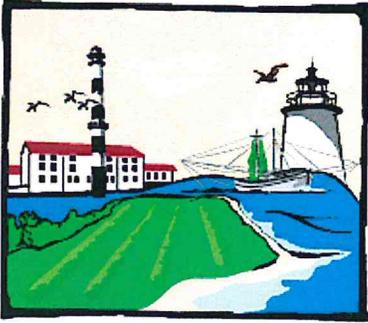
(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) **To prevent the disclosure of information that is privileged or confidential pursuant to the law** of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) **To prevent the premature disclosure** of an honorary degree, scholarship, prize, or similar award.
- (3) **To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege** between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) **To discuss matters relating to the location or expansion of industries or other businesses** in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in **negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed 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;** or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
- (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** as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

(b) Repealed by Session Laws 1991, c. 694, s. 4.

(c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2.)



Since 1712

HYDE COUNTY

NORTH CAROLINA

Meeting Date: 12.03.12

Presenter(s):

Title:

Agency/Dept.:

Item Title:

Attachments: Yes

Description: Information has been provided from various sources for the Board's review.

Times Read:

Impact on Budget: Does not increase the budget.

Recommendation: Review for understanding

<u>MOTION MADE</u>	<u>MOTION SECONDED</u>	<u>VOTE</u>	<u>Yea</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> J. Fletcher	<input type="checkbox"/> J. Fletcher	J. Fletcher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> E. Pugh	<input type="checkbox"/> E. Pugh	E. Pugh	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>

December, 2012 Anniversaries

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
						Angie Todd 2007 Carol Evans 2008
2	3	4	5	6	7	8
Suzanne Johnson 1981	Andrea Gregory 2007	David Mason 1992-2002 and 2006 to present	Brenda Chance 2011	Marilyn Brimmage 2011		
9	10	11	12	13	14	15
						Joe Smith 2008
16	17	18	19	20	21	22
Dale Mutro 2007 Julia O'Neal 2007						
21	24	25	26	27	28	29
					David Kieffer 2010 Nancy Harmon 2010	Ginny Lowe 2010 Mary Cox 2010
30	31					

December, 2012 Birthdays

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
					Kelly Smith	
9	10	11	12	13	14	15
Andrea Gregory				Anna Wilson		
16	17	18	19	20	21	22
			Phyllis Sawyer	Alla Harris Jeff Putman	Cindy Carawan	David Kieffer Julia C. Brickhouse
23	24	25	26	27	28	29
Jaren Mutro				Betty Gibbs		
30	31					
	Andra Gibbs Gwen Cahoon					