



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 1

Meeting Date: 03.05.12

Presenter(s): Sharon Spencer

Title: Chairman

Agency/Dept.: Board of Commissioners

Item Title: Call to Order, Opening Prayer, Pledge of Allegiance

Attachments: No

Description: General activities to open the meeting

Times Read:

Impact on Budget: None

RECOMMENDATION: Participate

_____ A. Byrd
 _____ B. Swindell
 _____ D. Styron
 _____ D. Tunnell
 _____ S. Spencer

_____ A. Byrd
 _____ B. Swindell
 _____ D. Styron
 _____ D. Tunnell
 _____ S. Spencer

A. Byrd
 B. Swindell
 D. Styron
 D. Tunnell
 S. Spencer

Yea	Nay
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 2

Meeting Date: 03.05.12

Presenter(s): Girl Scouts

Title:

Agency/Dept.: Girl Scout Troop 2758

Item Title: Presentation of Colors, Proclamation of Girl Scout Week

Attachments: No

Description: Local Girl Scouts will present the colors to the Board and lead the Pledge of Allegiance.

Times Read: First

Impact on Budget: None

RECOMMENDATION: Approve

_____ A. Byrd
 _____ B. Swindell
 _____ D. Styron
 _____ D. Tunnell
 _____ S. Spencer

_____ A. Byrd
 _____ B. Swindell
 _____ D. Styron
 _____ D. Tunnell
 _____ S. Spencer

A. Byrd
 B. Swindell
 D. Styron
 D. Tunnell
 S. Spencer

Yea	Nay
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 3

Meeting Date: 03.05.12

Presenter(s): Girl Scouts

Title:

Agency/Dept.: Girl Scout Troop 2758

Item Title: Proclamation of march 11-17, 2012 as Girl Scout Week in Hyde County

Attachments: No

Description: Local Girl Scouts would like for the Commissioners to proclaim March 11 through 17 as Girl Scout Week in our County.

Times Read: First

Impact on Budget: None

RECOMMENDATION: Approve

<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<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. Styron	<input type="checkbox"/> D. Styron	D. Styron	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> S. Spencer	<input type="checkbox"/> S. Spencer	S. Spencer	<input type="checkbox"/>	<input type="checkbox"/>

2012 Girl Scout Week Proclamation

WHEREAS, Juliette Gordon Low founded Girl Scouts of the USA on March 12, 1912; and,

WHEREAS, Girl Scouting has been inspiring and teaching girls in North Carolina for nearly 100 years; and,

WHEREAS, more than 22,000 current Girl Scout girl and adult members of the Girl Scout Council of Colonial Coast and millions nationwide will be celebrating this American tradition; and,

WHEREAS, throughout its distinguished history, Girl Scouting has welcomed girls and women from every background to join and has inspired them with courage, confidence, and character to make the world a better place; and,

WHEREAS, through the Girl Scout Leadership Experience, girls develop the skills and lessons that will serve them throughout their lives so that they may contribute to their communities and to our great state of North Carolina; and,

WHEREAS, Girl Scouting takes an active role in increasing girls' awareness of the opportunities in math, science, sports, technology, and many other fields of interest that can expand their horizons; and,

NOW, THEREFORE, I, Sharon P. Spencer, by virtue of the authority vested in me as Chariman of the Hyde County Board of Commissioners, do hereby applaud the commitment Girl Scouting has made to support the development of Virginia's girls in the County of Hyde and proudly proclaim the week of March 11–17, 2012, as Girl Scout Week in Hyde County.



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 4

Meeting Date: 03.05.12

Presenter(s): Sharon Spencer

Title: Chairman

Agency/Dept.: Board of Commissioners

Item Title: Consideration of Agenda

Attachments: Yes

Description: Proposed agenda for tonight's meeting

Times Read: First

Impact on Budget: None

RECOMMENDATION: Approve

			Yea	Nay
_____ A. Byrd	_____ A. Byrd	A. Byrd	_____	_____
_____ B. Swindell	_____ B. Swindell	B. Swindell	_____	_____
_____ D. Styron	_____ D. Styron	D. Styron	_____	_____
_____ D. Tunnell	_____ D. Tunnell	D. Tunnell	_____	_____
_____ S. Spencer	_____ S. Spencer	S. Spencer	_____	_____



Since 1712

HYDE COUNTY BOARD OF COMMISSIONERS

Monday, March 5th, 2012 - 6 PM

Hyde County Courthouse Multi-purpose Room

30 Oyster Creek Road, Swan Quarter, NC

and the

Ocracoke School Commons Area

120 School House Road, Ocracoke, NC

AGENDA

- | | | |
|--------|--|-----------------------|
| Item 1 | Call to Order, Opening Prayer | Chairman Spencer |
| Item 2 | Presentation of Colors, Pledge of Allegiance | Girl Scout Troop 2758 |
| Item 3 | Proclamation of March 11-17, 2012 as Girl Scout Week | Chairman Spencer |
| Item 4 | Consideration of Agenda | Chairman Spencer |
| Item 5 | Approval of Minutes from February 20th, 2012 | Chairman Spencer |

Item 6 Public Comments

The public comment period is a time for the public to make comments to the County Commissioners. Comments should be kept to three (3) minutes and should be directed to the entire board and not to an individual Commissioner, staff member or member of the public. Time for one person to speak cannot be used by another person. Comments that reflect the need for assistance are typically to a future Board meeting agenda.

ITEMS OF CONSIDERATION

- | | | |
|---------|--|----------------|
| Item 7 | Introduction of New Employees
Doug Gibbs, Temporary Asst. Airport Manager | Jane Hodges |
| Item 8 | Hotline for Domestic Violence Program Overview | Kathy Ballance |
| Item 9 | Introduction of Strategic Planning Process for Hyde Co. | Lee Patrick |
| Item 10 | Hyde County Mainland Occupancy Tax Board | Mark Carawan |
| Item 11 | Extended Care Facility Beds | Chuck White |
| Item 12 | Hyde Cooperative Extension Report to the People | Mac Gibbs |
| Item 13 | Ferry Tolls Opposition Plan | Sharon Spencer |
| Item 14 | Third Party Administrator Agreement, State 457b Plan | Mazie Smith |

Item 15	Proclamation of Surplus for Sale on GovDeals	Andrea Gregory
Item 16	Utility Relocation Agreement	Mazie Smith
Item 17	Policy for Funding Non-Profit Agencies <i>(first reading)</i> with draft Statement of Agreement	Mazie Smith
Item 18	Policy for County Website Information <i>(first reading)</i>	Mazie Smith
Item 19	Schedule Dates for Board of Equalization & Review	Linda Basnight
Item 20	Reschedule Budget Planning Workshop	Mazie Smith

BUDGETARY MATTERS

Item 21 **Budget Transfers:**
Health Dept. to Convert Contract Funds to Salary for Nurse
Solid Waste to Appropriate Grant Funds for Recycling

Administrative Transfers
Health Dept.: Funds from ARRA for Training

SUPPLEMENTAL INFORMATION

Item 22 **Department Reports:**
Elections
Tax Office

General Information
EIC letter regarding Community Service Block Grant Application
Letter from Kay Hagan Congratulating Hyde County on 300 Years
Laws Governing Lobbying by Local Government Entities
NCDOT Replacement of Bridge 45 over Canal A
ECBH Announces New Director, Leza Wainwright
NC Northeast Regional State of the Region Information
NC 20 Letter Regarding Sea Level Rise

MEETING CALENDAR

MARCH

5th	NCDOT Investment Strategy Summit, Williamston 9 AM
11th	Daylight Savings Time Begins
12th	Board of Commissioners meeting, 6 PM
13th	Governor's Meeting on Economic Vitality for Eastern NC, Greenville 8 AM Hyde Chamber of Commerce Annual Meeting, Engelhard
16th	Board of Health, 7 PM
19th	Board of Commissioners meeting, 6 PM
24th	Board Budget Retreat, Spring Arbor Assisted Living, Kill Devil Hills
23-25	Regional Emergency Preparedness Exercise, Ocracoke
26th-27th	NC Coastal Local Governments Meeting, Nags Head

APRIL

2nd	Networking Reception with Board of Education, 5 PM Board of Commissioners meeting, 6 PM
6th	Easter Holiday/County offices closed
10th	ABC Board meeting, 7 PM
16th	Board of Commissioners meeting, 6 PM
25th	Hyde County 4-H Livestock Show and Sale, Ponzer
26th	NCACC District Meeting, Williamston 5:30 PM

EMPLOYMENT ANNIVERSARIES

MARCH

1st	Debbie Cahoon, Soil & Water (9 years)
2nd	Cindy Carawan, Elections/Veteran's Services (11 years)
7th	Judy Midyette, Home Health (13 years)
8th	Mattie Roper, Social Services (23 years)
13th	Jerry Hardison, Inspections (6 years)
15th	Baron Berry, Utilities (13 years)
17th	James Shelton, Utilities (20 years)
18th	Gerry Slade, Utilities (30 years)
24th	Wes Smith, Health Department (4 years)



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 5
Meeting Date: 03.05.12
Presenter(s): Sharon Spencer
Title: Chairman
Agency/Dept.: Board of Commissioners
Item Title: Consideration of Minutes
Attachments: Yes
Description: Minutes of the meeting held on February 20, 2012

Times Read: First

Impact on Budget: None

RECOMMENDATION: Approve

_____ A. Byrd
_____ B. Swindell
_____ D. Styron
_____ D. Tunnell
_____ S. Spencer

_____ A. Byrd
_____ B. Swindell
_____ D. Styron
_____ D. Tunnell
_____ S. Spencer

A. Byrd
B. Swindell
D. Styron
D. Tunnell
S. Spencer

Yea	Nay
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

1 **Public Comments:**

2 Chairwoman Spencer called for comments from the public.

3 There being no comments from the public, Chairwoman Spencer continued the meeting.

4 **Public Hearing:**

5 **TEDG Demonstration Grant Closeout Hearing**

6 Commissioner Swindell moved to open public hearing on Talent Enhancement Demonstration
7 Grant (TEDG) Closeout. Mr. Byrd seconded the motion. The motion passed on the following
8 vote:

9

10 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell

11 Nays – None

12 Kris Noble, Grants Administrator, reported that public hearing is required to receive comments
13 prior to the closeout of a \$75,000 Talent Enhancement Demonstration Grant. The grant was
14 offered through the State of North Carolina Office of Rural Development Programs for
15 developing capacity. Ms. Noble received training in grant-writing task and utilization of
16 consulting services. She reported that funds were used to develop capacity to undertake grant-
17 related activities. She also reported that the TED Grant resulted in the submittal and award of a
18 Community Development Block Grant (CDBG) in the Infrastructure Category which was used to
19 further the Mattamuskeet Sewer Project.

20

21 Hearing no comments from the public, Commissioner Byrd moved to close public hearing on
22 Talent Enhancement Demonstration Grant (TEDG) Closeout. Ms. Styron seconded the motion.
23 The motion passed on the following vote:

24

25 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell

26 Nays – None

27 **Items of Consideration:**

28 **Introduction of New Employees**

29 Guire Cahoon, Deputy Sheriff, reported three new employees in the Sheriff's Department:
30 William Boyd, Ocracoke Deputy; Josh Hopkins, Mainland Deputy and Lorraine Mooney,
31 Telecommunicator.

32 Justin Gibbs, Emergency Management Director, reported one new Emergency Service employee:
33 Hayden Whitfield, part-time EMT Basic.

1 **Recognition of Employee of the Month**

2 Manager Smith stated that it is an honor to report that Bob Thomas, Water Department
3 Production Manager, is the February employee of the month. Ms. Smith presented a certificate
4 of congratulations and a gift to Mr. Thomas. She reported that Bob started working for the
5 Water Department in 1987 and is planning to retire on March 31, 2012. He will be missed by all.

6 Clint Berry, Utilities Director, stated that the Utilities Department will be losing a tremendous
7 asset. Mr. Berry wished Bob an enjoyable retirement.

8 **Appointment to Water Department Positions**

9 Clint Berry, Utilities Director, reported that with Bob Thomas retiring, the County will need to
10 designate an Operator in Responsible Charge (ORC) for the water treatment facilities and a back-
11 up ORC for our National Pollutant Discharge Elimination System (NPDES) permits for the
12 water and sewer facilities.

13 Commissioner Swindell moved to appoint Baron Berry as the Acting ORC for the water
14 treatment facilities and as Acting Back-up ORC for the sewer facility; also, to appoint Joseph
15 Sadler as the Acting Back-up ORC for the water treatment facilities NPDES permit. Mr. Byrd
16 seconded the motion. The motion passed on the following vote:

17

18 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell

19 Nays – None

20 Commissioner Swindell moved to allow posting of a water treatment plant operator position and
21 a water production manager position. Mr. Byrd seconded the motion. The motion passed on the
22 following vote:

23

24 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell

25 Nays – None

26 **First Responder Contract**

27 Justin Gibbs, Acting Director of Emergency Management, reported that last year the first
28 responder agreement with the local volunteer fire departments was included in the contract with
29 the fire departments for fire suppression. At the request of the Commissioners, two separate
30 contracts have been developed, with input from the Chiefs of the fire departments and the
31 County Attorney. Mr. Gibbs presented the contract for its first reading. He reported that the
32 contract automatically renewed in June, 2011. Mr. Gibbs stated that in the current contract,
33 volunteer fire departments will be paid for invoices for first responder services up to December
34 31, 2011. He recommended that the new first responder contract begin on January 1, 2012.

1 This would enable the first responder invoices to be paid on the calendar year and provide more
2 accurate information for the budget in June.

3 **Volunteer Fire Department Contract**

4 Justin Gibbs, Acting Director of Emergency Management, also presented the new Volunteer Fire
5 Department contract for first reading. Mr. Gibbs reported that the draft contract states that the
6 VFD's will continue to receive at least \$4,312.50 quarterly. This contract will expire on June 30,
7 2013. However, it shall extend automatically and renew annually for a period of five years.

8 Mr. Gibbs reported that the Volunteer Fire Departments are trying to reduce their 9-S rating.
9 Once this goal is met, homeowner's insurance rates are subject to decrease.

10 The Volunteer Fire Department contract and the First Responder contract will be presented for
11 Board approval at its regularly scheduled meeting on March 19, 2012.

12 **Memorandum of Understanding for Use of Peay School for Volunteer/Emergency**
13 **Operations**

14 Justin Gibbs, Director of Emergency Management, reported that County Manager Mazie Smith,
15 EMS Director Brian Carter and himself will meet with the Board of Education on March 6, 2012
16 to finalize the Memorandum of Understanding for the use of Peay School for emergency service
17 response and recovery providers. The MOU will be presented to the Board of Commissioners
18 for approval at its regularly scheduled meeting on March 19, 2012.

19 **Ferry Tolls Opposition Plan**

20 Mazie Smith, County Manager, reported that she had contacted neighboring counties to discuss
21 the possibility of working together on opposing ferry tolls. She reported that Beaufort County
22 has hired a lobbyist to represent its opposition to ferry tolls, and that Pamlico County is
23 considering filing a civil lawsuit against the State and has solicited the 50 allotted citizens to
24 speak against ferry tolls at the Joint House and Senate Transportation Legislative Committee
25 Meeting on March 9, 2012.

26 The Board directed Manager Smith to contact the Beaufort and Pamlico County managers and
27 ask if they would join together with Hyde County in presenting a common message in opposition
28 to new or increased tolls, and perhaps band together to attend the Joint Transportation
29 Appropriations committee meeting in Raleigh on March 9, 2012.

30 **Amend Budget Calendar**

31 Mazie Smith, County Manager, reported that because of the change in date of the Commissioners
32 Budget Retreat, and at the request of the Hyde County Schools Superintendent and Finance

1 Director, the FY2012-2013 Budget Calendar should be amended. The Board Retreat is
2 scheduled for March 10, 2012, at Spring Arbor Assisted Living Facility in Kill Devil Hills, NC.

3 Commissioner Swindell moved to accept the revised Fiscal Year 2012-2013 Budget Calendar.
4 Mr. Byrd seconded the motion. The motion passed on the following vote:

5
6 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell
7 Nays – None

8 **Budgetary Matters:**

9 Mazie Smith, County Manager, reported that in accordance with the FY2011-2012 Budget
10 Ordinance, Article XIX, Section I, several budget transfers were approved administratively and
11 requested approval of the following budget transfers:

12 **Administration - \$15,750.00;** transferring funds from the Equipment, Dues & Subscriptions,
13 Departmental Supplies; Gas/Oil/Tires, Auto Maintenance, Travel and Telephone lines to
14 establish line items for the airport.

15 **Health Department - \$3,070.00;** due to overage in contract PDH and Seaboard Radiology
16 transferring funds to cover salary/fringe for staff providing BCCCP services, as well as contract
17 FNP and various services. Does not increase the budget for BCCCP.

18 Commissioner Tunnell moved to approve the Administration and Health Department budget
19 transfers. Ms. Styron seconded the motion. The motion passed on the following vote:

20 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell
21 Nays – None

22

23 **County Commissioners Reports:**

24 **Commissioner Byrd** – no report given.

25 **Commissioner Tunnell** – reported that there is a vacancy on the Mid-East Housing Committee.
26 Mr. Tunnell plans to meet with Clint Berry and Brandon Marshall to discuss cleaning up the dike
27 site so that it can be maintained this Spring.

28 **Commissioner Swindell** – asked that everyone say a prayer for this country.

29 **Commissioner Spencer** – stated that the Hyde County Board of Commissioners has not been
30 faced with opposition to opening Board meetings with prayer. Ms. Spencer reported that she
31 attended the Strategic Planning meeting, Mitigation Advisory Committee meeting and Ferry Toll
32 discussions. She commended Alice Keeney, Justin Gibbs, Kris Noble and Averi Simmons for

1 being proactive about hazard mitigation after Hurricane Irene. She also stated that Megan Shaw,
2 PIO, will present plans for a Board Training Workshop at the March 5, 2012 regularly scheduled
3 Board meeting.

4 **Commissioner Styron** – complimented Mrs. Pat Holscher on her “Washington The Magazine –
5 In The Arts” article. She reported that she attended the Beach Permit meeting, a Standing Water
6 & Water Quality meeting, Mosquito Control Board meeting and the Strategic Planning meeting.
7 Ms. Styron also reported that eight citizens successfully completed the First Responder
8 Certification Class on Ocracoke. Ms. Styron continues to be concerned about the State proposed
9 toll fees for ferries and highways in North Carolina.

10 **County Manager’s Report:**

11 Manager Smith reported that the Budget Retreat is scheduled for March 10, 2012 and provided a
12 map to the Spring Arbor Assisted Living Facility. Ms. Smith stated that Hyde County is
13 fortunate to have great employees. She encouraged everyone to attend the February 24th State of
14 the Region Event and the February 28th and 29th Albemarle Rural Planning/DOT Drop In
15 Sessions.

16 **Supplemental Information:**

17 **Department Reports**

- 18 Animal Control
- 19 Elections
- 20 Health Department
- 21 Human Resources
- 22 Hyde County Airport
- 23 Planning and Economic Development
- 24 Veteran’s Services
- 25 Water Department

26
27 **Other Information**

- 28 A Unique Vision: Pat Holscher
- 29 Connecting Eastern North Carolina to the World
- 30 Hatteras, Oregon Inlets Receive Emergency Funding
- 31 Minutes of Albemarle Commission Meeting 01-19-2012
- 32 Ocracoke Working Watermen’s Association Position Paper on Gamefish Bill
- 33 Prioritization 2.0 DOT Investment Strategy Summits
- 34 Roster from Ocracoke Water Quality Meeting

- 1 Town of Columbia Resolution Against Ferry Tolls
- 2 Update on Historic Courthouse

3 **Calendar Notes**

4 **February, 2012**

- 5 13th-29th Filing Period for Elections
- 6 02-22-2012 DSS Board Meeting, 5:00 p.m.
- 7 02-24-2012 State of the Region Meeting, Plymouth
- 8 02-28-2012 Albemarle Rural Planning/DOT Drop in Session, Ocracoke
- 9 02-29-2012 Albemarle Rural Planning/DOT Drop in Session, Swan Quarter

10 **March, 2012**

- 11 03-05-2012 Board of Commissioners Meeting, 6:00 p.m.
- 12 03-13-2012 ABC Board Meeting, 7:00 p.m.
- 13 03-13-2012 NCDOT Investment Strategy Summit, Williamston
- 14 03-16-2012 Governor's Meeting on Economic Vitality for Eastern N.C., Greenville, 8:00 a.m.
- 15 03-19-2012 Board of Commissioners Meeting, 6:00 p.m.
- 16 03-20-2012 Board of Health Meeting, 7:00 p.m.

17

18 **April, 2012**

- 19 04-02-2012 Board of Commissioners Meeting, 6:00 p.m.
- 20 04-06-2012 Easter Holiday (County offices closed)
- 21 04-10-2012 ABC Board Meeting, 7:00 p.m.
- 22 04-16-2012 Board of Commissioners Meeting, 6:00 p.m.
- 23 04-26-2012 NCACC District Meeting, Williamston, 5:30 p.m.

24

25 **Employment Anniversaries**

26 **March, 2012**

- 27 03-01-2012 Debbie Cahoon, Soil & Water (9 years)
- 28 03-02-2012 Cindy Carawan, Elections/Veteran's Services (11 years)
- 29 03-07-2012 Judy Midyette, Home Health (13 years)
- 30 03-08-2012 Mattie Roper, Social Services (23 years)
- 31 03-13-2012 Jerry Hardison, Inspections (6 years)
- 32 03-15-2012 Baron Berry, Utilities (13 years)
- 33 03-17-2012 James Shelton, Utilities (20 years)
- 34 03-18-2012 Gerry Slade, Utilities (30 years)
- 35 03-24-2012 Wesley Smith, Health Department (4 years)

36

1 **Closed Session:**

2 Commissioner Swindell moved to enter into closed session at 7:35 p.m., pursuant to
3 G.S. N.C.G.S. 143-318.11(a)(3). Mr. Byrd seconded the motion. The motion passed on the
4 following vote:

5 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell
6 Nays – None

7 Commissioner Swindell moved to release \$102,787 to Bond Safeguard Insurance Company for
8 property of Hyde-A-Way Shores and to instruct the County Manager to administer the release.
9 Mr. Byrd seconded the motion. The motion passed on the following vote:

10 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell
11 Nays – None

12 Commissioner Swindell moved to come out of closed session at 7:56 p.m. Mr. Byrd seconded
13 the motion. The motion passed on the following vote:

14 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell
15 Nays – None

16 Commissioner Swindell moved to adjourn the meeting. Mr. Byrd seconded the motion. The
17 motion passed on the following vote:

18
19 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell
20 Nays – None

21
22 The meeting adjourned at 8:00 P.M.

23
24 Respectfully submitted:

25 Minutes approved on the 5th day of March, 2012.

26
27 _____
28 Lois Stotesberry, Deputy Clerk
Hyde County Board of Commissioners

29
30 _____
31 Sharon Spencer, Chair
Hyde County Board of Commissioners

32 Attachments: (none)



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 6

Meeting Date: 03.05.12

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>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>
_____ A. Byrd	_____ A. Byrd	A. Byrd	_____	_____
_____ B. Swindell	_____ B. Swindell	B. Swindell	_____	_____
_____ D. Styron	_____ D. Styron	D. Styron	_____	_____
_____ D. Tunnell	_____ D. Tunnell	D. Tunnell	_____	_____
_____ S. Spencer	_____ S. Spencer	S. Spencer	_____	_____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 7

Meeting Date: 02.20.12

Presenter(s): Jane Hodges

Title: Airport Manager

Agency/Dept.: Hyde County Government

Item Title: Introduction of New Employees

Attachments: No

Description: Airport Manager, Jane Hodges, will introduce her new, temporary Assistant Manager Doug Gibbs. Doug is serving an internship at the airport for four months. His position is being funded by the Vocation Rehabilitation Program.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Listen for understanding, welcome new employees

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>
_____ A. Byrd	_____ A. Byrd	A. Byrd	_____	_____
_____ B. Swindell	_____ B. Swindell	B. Swindell	_____	_____
_____ D. Styron	_____ D. Styron	D. Styron	_____	_____
_____ D. Tunnell	_____ D. Tunnell	D. Tunnell	_____	_____
_____ S. Spencer	_____ S. Spencer	S. Spencer	_____	_____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 8

Meeting Date: 03.05.12

Presenter(s): Kathy Ballance

Title: Director

Agency/Dept.: Hyde County Hotline

Item Title: Presentation of Hyde County Hotline and Funding Request

Attachments: Yes

Description: Hyde County Hotline has been an independent 501©3 nonprofit organization since July 1, 2011. The agency consists of 3 full-time and 1 part-time professional staff members and 2 part-time employees. The agency provides crisis intervention and advocacy services for victims and survivors of domestic abuse and sexual victimization in Hyde County. The agency received 551 crisis line calls and served 155 victims of domestic violence and 14 sexual assault clients in 2011. Funding is limited through grants, fundraisers, donations and thrift store sales. Hyde County Hotline requests \$10,000.00 to support this community-based program.

Times Read: First

Impact on Budget: Receive presentation, discussion and possible action.

Recommendation:

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>
____ A. Byrd	____ A. Byrd	A. Byrd	____	____
____ B. Swindell	____ B. Swindell	B. Swindell	____	____
____ D. Styron	____ D. Styron	D. Styron	____	____
____ D. Tunnell	____ D. Tunnell	D. Tunnell	____	____
____ S. Spencer	____ S. Spencer	S. Spencer	____	____

2011 Hyde County Hotline DV Stats

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Crisis Calls	35	38	49	36	55	50	45	79	52	32	29	51
Total Persons Served	10	9	26	15	18	14	16	12	14	6	5	10
Male / Female	8f/2m	9f	24f/2m	13f/2m	16f/2m	14f	12f/4m	11f1m	12f/2m	3f/1m	3f/2m	8f/2m
Race												
White	3	6	22	7	11	7	7	9	9	4	4	9
Black	3	2	3	7	6	6	4	3	5	2	1	
Hispanic	4	1	1	1	1	1	5					
Other / Unknown												1
Ages												
0-12	2		1				2	2			1	
13-17	1	2	3	1			2		1	1	1	
18-25	1		1	1	4	3	3	2	2	2		1
26-40	3	6	10	2	3	3	5	3	6	1	1	3
41-60	3	1	8	3	10	6	3	2	2	1	1	6
61 +			3	4	1	2	1	3	3	1	1	
Other				3								
Unknown				1								
Information	40	40	72	39	63	63	53	91	59	31	31	58
Advocacy	44	46	71	47	63	62	58	81	62	32	27	57
Referrals	16	14	30	18	20	11	16	10	11	11	4	11
Transportation	2		2	4		2		4	5	1		3
Counseling			10	6	2	2			2			
Hospital			1									
Court												
Accompaniment	2	4	17	12	8	27	5	5	6	3	3	3
Other*	41	23	7		63	31	51	86	17	9	10	36
Volunteer Hours	93	87	228.5	325	303	186	121.5	165	218	163	150	237
Support Groups		1	4	2	2	3			1			
Educational Presentations	6	14	8	7	10	7	10	9	13	14	12	11
Professional Trainings	17	19	6	16	18	15	12	16	10	14	12	11
Shelter Services												
Age 0-17				1							1	1
Age 18-59				1							1	1
Age 60 +												

*Emotional Support, Financial Planning, etc

2011 Hyde County Hotline SA Stats

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Crisis Calls	1		2			2	20		5		24	8
Total Persons Served	2	1	2			1	1		1	1	2	3
Male / Female	2f	1f	2f			1f	1f		1f	1f	2f	3f
Race												
White			1			1						1
Black	2	1	1				1		1	1	2	1
Hispanic												
Other												1
Unknown												
Ages												
0-12											1	
13-17	1	1	1				1					
18-25						1			1	1		
26-40												
41-60			1								1	3
61 +												
Unknown	1											
Information	6	1	1			11	22		5	1	31	8
Advocacy	4	1	11			11	22		5	1	24	5
Referrals	6	1	11			11	7		1	1	8	6
Transportation						1	1				1	3
Counseling	1											
Hospital												
Court Accompaniment												1
Other*	10		11			11	22		5	2	24	5
Volunteer Hours	93	87	228.5	325	303	186	121.5	165	218	163	150	237
Support Groups	2		2	2	2	3			1			
Educational Presentations	2	14	6	7	10	7	10	9	13	14	12	12
Professional Trainings	7	19	5	16	18	15	12	16	10	14	12	12
Type of Assault:												
Rape	1	1	1			1						2
Date Rape												
Adult Surv. CSA	1											
Marital Rape												
Child Sex Offense			1									
Incest												
Other							1		1	1	1	1
Offender Relationship:												
Relative	1		1								1	2
Acquaintance	1	1	1			1	1		1	1		1
Boy/Girlfriend												
Stranger												
Unknown												

*Emotional Support, Financial Planning, etc



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 9

Meeting Date: 03.05.12

Presenter(s): Lee Padrick

Title: Chief Planner

Agency/Dept.: NC Department of Commerce, Division of Community Planning

Item Title: Resolution Requesting the Services of the NC Division of Community Planning

Attachments: Yes - Meeting Minutes, Tentative Budget, Timeline, Steps to Take

Description: In the Resolution Relating to the Budget for Fiscal Year 2011-12 adopted June 27, 2011, the County Manager is directed to develop a new Strategic Plan to guide long-range planning and effective asset allocation for the County. The Office of Economic Development and Planning is coordinating with the NC Department of Commerce to update the 2007 Hyde County Economic Development Strategic Plan. Lee Padrick will present a Resolution Requesting the Services of the NC Division of Community Planning in this effort.

Times Read: First

Impact on Budget: Funds were appropriated for this activity in the FY 2011-12 Budget.

Recommendation: Authorize Chair to execute Resolution.

MOTION MADE BY:

_____ A. Byrd
_____ B. Swindell
_____ D. Styron
_____ D. Tunnell
_____ S. Spencer

MOTION SECONDED BY:

_____ A. Byrd
_____ B. Swindell
_____ D. Styron
_____ D. Tunnell
_____ S. Spencer

Vote:

A. Byrd
B. Swindell
D. Styron
D. Tunnell
S. Spencer

Aye

Nay

**Resolution Requesting the Services of the
NC Division of Community Planning
For Hyde County**

WHEREAS the Hyde County Commissioners wish to undertake the preparation of a strategic plan to provide direction for the growth of the County; and

WHEREAS the Hyde County Commissioners would like assistance with this project from the North Carolina Department of Commerce, Division of Community Planning; and

WHEREAS the Division of Community Planning (DCP) and the Hyde County Commissioners have reached a mutual agreement on the work to be performed;

NOW THEREFORE BE IT RESOLVED that the Hyde County Commissioners hereby requests the Division of Community Planning to assist the County with the preparation of a strategic plan, agrees to reimburse the Division of Community Planning for the mileage and meal allowances of the DCP staff who assist the County on this project, and are committed to the implementation of this project when the work is completed.

Adopted this 5th day of March, 2012.

Chairman, Hyde County Commissioners

ATTEST:

Clerk

Hyde County Strategic Plan Update
Tentative Budget

Setup Cost		
Facilitation		\$ 75
Transportation		
Mileage		
Mainland (10 trips for interviews, meetings, etc.)		\$ 616
Ocracoke (4 trips for interviews, meetings, etc.)		\$ 264
Meals		\$ 433
Ferries		\$ 240
Supplies		
Flip charts		\$ 150
Markers		\$ 10
Copies (agendas, materials, etc)		\$ 40
		\$1,828
Approximate Total Charges:		

* This budget reflects the use of teleconferencing for a number of the Ocracoke meetings to reduce travel costs.

** Copies of the final documents are not included in this budget. Hyde County may wish to print final copies in-house or have a local printing company print the documents. The cost of the final documents will depend on whether or not the document utilizes color or black and white print and the number of copies.

Hyde County Strategic Plan Update Subcommittees: Steps To Take

The following steps outline the model for the Hyde County Strategic Plan Update. Each subcommittee should go through the steps below in order.

1. Define the problem

- List the facts (not in terms of possible actions/strategies)
- Develop a problem statement

Example: Transportation

Counties having convenient access to an interstate highway have a significant competitive advantage and grow faster than counties that don't.

2. Analyze the causes

- Why are we having this problem?

3. Develop goals and objectives

- Develop goal(s) – goals are broad statements of direction
 - If the problem is solved, what will we accomplish?

Example Goal: Transportation

To provide for a well-designed and balanced transportation system supportive of economic development and efficient land use patterns

- Develop objective(s) – objectives are specific and measurable

Example Objective: Transportation

Prepare a Long Range Transportation Plan for all areas of the County

4. Generate strategies/actions – courses of action that will fulfill goals and objectives

- Brainstorming

5. Select strategies/actions

- Match each strategy/action with a goal

Example Strategy: Transportation

Appoint a Hyde County Transportation Plan Committee

6. Implement

- What will be done?
- Who will do it?
- When will it be done?

7. Monitor / evaluate

Hyde County Strategic Plan Update What Is Strategic Planning? And Why Should We Do It?

This project is presented as an update to the 2007 Hyde County Economic Development Strategic Plan, developed in 2006 as a result of Hyde County's inclusion in the 21st Century Communities program, a program offered by the NC Department of Commerce that was intended to help rural counties be more competitive within the state. The process helped the County develop a vision for the future and a practical "wishlist" to help achieve that stated vision.

If the wishes of the County are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and the community toward a desired future. This requires clearly defined goals, proactive objectives, committed leadership, and effective management. Above all, it requires managing the forces of change. Those forces include community demographics, state and federal mandates, fiscal constraints, economic conditions, emerging technologies, and many other influences on our service delivery efforts. Looking back at the 2007 plan, there are several notable examples that highlight how fast the needs and priorities of an organization can change, in as little as a five year period. High performing organizations are those that learn to anticipate and adapt to change by creating value for those they serve, and motivation and meaning for those who serve them. The best tool for accomplishing these objectives is strategic planning.

The strategic plan is not intended to replace existing capital planning or budgeting procedures. Rather, the strategic plan is complementary to existing processes, identifying priorities that enhance economic prosperity, quality of life, and revenue growth within the existing plans and programs. The strategic plan builds on these other processes.

Simply put, strategic planning determines where an organization is going over the next five years, how it's going to get there and how it'll know if it got there or not. The focus of a strategic plan is usually on the entire organization, while the focus of other planning processes is usually on a particular product, service or program.

Quite often, an organization already knows much of what will go into a strategic plan. However, development of the strategic plan greatly helps to clarify the organization's plans and ensure that key leaders are all "on the same script". Far more important than the strategic plan document, is the strategic planning process itself.

This planning process will consist of a Steering Committee (consisting of 5-7 individuals) that will determine what the key issues are in the County. These Steering Committee members will have the results of stakeholder interviews with leaders in the various County communities to help determine the key issues. Once the key issues are identified, subcommittees will be appointed and tasked with developing goals, objectives, and strategies to affect the key issues in positive ways.

**Hyde County
Strategic Plan Update
Tentative Schedule**

Steps	2012				
	Apr	May	Jun	Jul	
1. Stakeholder interviews, S.W.O.T. analysis	●————●				
2. Situational analysis	●————●	●————●			
3. Visioning	●————●				
4. Develop goals and objectives		●————●			
5. Identify strategies		●————●	●————●		
6. Monitoring & evaluation			●————●	●————●	
7. Adoption and implementation of plan				●————●	●————●

Meeting Dates (tentative)

April 11 – 12, 2012	Stakeholder Interviews
April 24, 2012	Visioning
May 8, 2012	Analysis of county and stakeholder interviews
April 24, 2012	Develop goals and objectives
May 22, 2012	Identify strategies
June 12, 2012	Identify strategies (continued)
June 26, 2012	Public forum to solicit input
July 12, 2012	Monitoring and evaluation
August 6, 2012	Adoption of the plan