

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

Meeting Date: February 1, 2016
Presenter: Justin L. Gibbs, Hyde County Emergency Services Director
Attachment: Yes

ITEM TITLE: Project Ordinance 2016-02-01 – Dare-Tyrrell-Hyde Regional Emergency Communications Center (DTH-RECC) – Hyde County Radio Communications & Simulcast Paging System

SUMMARY: The County of Hyde has submitted a revised project budget and schedule to the North Carolina 911 Board. The attached project ordinance will create a holding account for reimbursable project expenses. As proposed and granted, this project will be reimbursed at a rate of one hundred percent by the North Carolina 911 Board.

RECOMMEND: APPROVAL

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

**Dare-Tyrrell-Hyde Regional Emergency Communications Center (DTH-RECC) – Hyde
County Radio Communications & Simulcast Paging System**

Project Ordinance 2016-02-01

Be it ordained by the Board of Commissioners of Hyde County, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Project Ordinance is hereby adopted:

Section 1. The project authorized is the Dare-Tyrrell-Hyde Regional Emergency Communications Center (DTH-RECC) – Hyde County Radio Communications & Simulcast Paging System between Hyde County and the North Carolina 911 Board, an agency of the State of North Carolina, Mission Critical Partners (MCP) and Gately Communications Company.

Section 2. Hyde County staff members are hereby directed to proceed with the Dare-Tyrrell-Hyde Regional Emergency Communications Center (DTH-RECC) – Hyde County Radio Communications & Simulcast Paging System within the terms of the document(s), and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete the project activities:

E-911 Consolidation Grant	<u>1,266,887</u>
Total Project	\$1,266,887

Section 4. The following amounts are appropriated for completion of the project activities:

Project Cost	1,062,376
Consultative & Professional Services	98,273
Contingency	<u>106,238</u>
Total Project	\$1,266,887

Section 5. The Finance Officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records.

Section 6. The Finance Officer is directed to report on the financial status of each project element in Section 4.

Section 7. Copies of this Project Ordinance shall be made available to the Finance Officer for direction in carrying out this project.

Adopted this 1st day of February 2016

ATTEST

Earl Pugh Jr., Chair
Hyde County Board of Commissioners

Clerk to the Board



Revised Budget for Hyde County State 911 Board Grant Contract Number 2016-02

Hyde Regional Emergency Communications Center Revised Budget

Hyde County Radio Communications and Simulcast Paging System Quote from Gately Communication Co.	
Initial estimated project cost, based upon quote provided by Gately Communication Co.	\$987,376.00
Project Quote Add-On Revision (4/8/2015) – Rose Bay to Engelhard Microwave Hop	\$75,000.00
Project Contingency (10%)	\$106,237.60
Consultative and Professional Services (estimated)	\$98,273.00
Total Project Cost	\$1,266,886.60



Dare-Tyrrell-Hyde Regional Emergency Communications Center (DTH-RECC) – Hyde County Radio Communications & Simulcast Paging System

Project Plan

Dare, Tyrrell, and Hyde counties each operate county-wide Public Safety Answering Points (PSAPs). In late 2013, the three counties and their respective 911 agencies recognized the need to develop a plan that would allow for a joint PSAP serving the three counties and address the growing needs of their respective stakeholders and their emergency communications needs. The county governments and 911 agencies, with representatives from the three PSAPs, addressed the possibility of consolidating the three existing county PSAPs into one multi-county consolidated and unified 911 communications center.

The Hyde County Project is intended to provide improvements and addition of radio hardware and software, sharing access to the Highway Patrol VIPER Network, align radio frequencies used by Hyde public safety agencies in Hyde County with the intention of providing a countywide simulcast system and adding additional and new radio infrastructure at specified repeater sites. The project also encompasses formation of a Microwave Hop from Hatteras to Ocracoke tower sites, and creating back-up radio capability on VHF via repurposed EMS repeaters located at Mattamuskeet and Ocracoke sites.

It is anticipated that the project will span 30 months with expected completion during April, 2017. Mission Critical Partners, Inc. will support Hyde County throughout the project in conjunction with the consolidation project including Dare, Tyrrell and Hyde Counties.

This project will utilize the following project schedule:

Project Schedule	
November 10, 2015	Project Kick-Off Meeting
December 1, 2015 – December 30, 2015	Tower evaluation and site assessments
January 1, 2016 – January 30, 2016	Microwave and simulcast system design phase
February 8, 2016 – February 12, 2016	Vendor solicitations published
February 14, 2016 – February 26, 2016	Vendor proposals received and evaluated
March 1, 2016 – March 15, 2016	Vendor negotiation and award
April 4, 2016 – August 30, 2016	Tower Construction
September 5, 2016 – September 30, 2016	Simulcast system installed
October 3, 2016 – October 15, 2016	Simulcast System tested and implemented on limited basis within Hyde County
October 16, 2016 – November 15, 2016	Hyde System implemented and operational



Project Schedule	
December 1, 2016 – January 30, 2017	Hyde County system connected to Highway Patrol VIPER system and tested
February 1, 2017 – February 28, 2017	Hyde County Systems connected to Dare County Consolidated Dispatch for initial tested
March 1, 2017	System Cutover to Dare County for hot testing
March 15, 2017	System “go live” and transition to Consolidated E-911 Center

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

Meeting Date: February 1, 2016
Presenter: Commissioner John Fletcher
Attachment: Yes

ITEM TITLE: OCRACOKE DEVELOPMENT ORDINANCE
BOARD OF ADJUSTMENTS

SUMMARY: Effective October 15, 2015, Ocracoke Development Ordinance Board of Adjustments Chairman Jim Borland resigned his position with the Board.

On January 4, 2016, the Board of Commissioners unanimously appointed James (Jake) Johnson (3 year term) and Bill Monticone (2 year term) and Daphne Bennick (2 year term) to serve on the Ocracoke Development Ordinance Board of Adjustments.

Manager Rich requests appointment of Marty Bumgaetel and Edwardo Perez to fill the remaining two positions on the ODO Board of Adjustments.

RECOMMEND: Appointment.

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher

Ocracoke Development Ordinance Board of Adjustments

7 members with 1, 2, 3 year terms

Scheduled Meetings: _____

	Appointed	Term	Expires	Re-Appointed	Term	Expires
Wayne Clark P.O. Box 848 Ocracoke, NC 27960	12/07/2015	3 yrs.	12/07/2018			
James (Jake) Johnson P.O. Box 1161 Ocracoke, NC 27960	01/04/2016	3 yrs.	01/04/2019			
William (Bill) Monticone, Vice-Chairman P.O. Box 697 Ocracoke, NC 27960 252-928-6306	06/30/2014	4-yr.		01/04/2016	2 yrs.	01/04/2018
Daphne Bennick P.O. Box 354 Ocracoke, NC 27960	01/04/2016	2 yrs.	01/04/2018			
VACANCY		1 yr.				
VACANCY		1 yr.				
VACANCY		1 yr.				
Elizabeth Chamberlin, Secretary		3-yr.	06/30/2013			
Tim Fields			06/30/2012			
Dale Mutre		3-yr.	06/30/2013			
Jim Borelin, Chairman	06/30/2012	2-yr.	06/30/2014	Resigned 10/15/2015		
Rufus Keel	06/01/2013	1-yr.	06/01/2014			
Daphne Bennett	06/30/2012	2-yr.	06/30/2014			

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

Meeting Date: February 1, 2016
Presenter: Corrinne Gibbs
Attachment: Yes

ITEM TITLE: FY2016-2017 BUDGET CALENDAR

SUMMARY: Every year a Budget Calendar has to be set for preparation of the budget. Department budgets will be reviewed with the finance officer and county manager.

Attached is the FY2016-2017 Hyde County Budget Calendar.

RECOMMEND: Approve.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

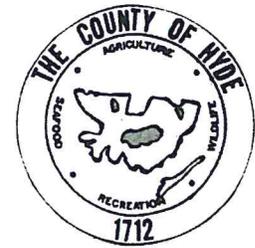
Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Office, County Finance
Corrinne Gibbs
 Finance Officer
Mimi VanNortwick
 Assistant Finance Officer

COUNTY OF HYDE

SWAN QUARTER, NORTH CAROLINA 27885



FY 2016-17 **Budget Calendar**

Date	Activity	Participants
February 1, 2016	Calendar adopted	Board of Commissioners
February 8, 2016	Preliminary Department Assessment <ul style="list-style-type: none"> • Contracts • Equipment purchases/leases • Needs Assessments • Continuing Obligations • Optional Services/Programs 	Department Heads
February 15, 2016	Dept. Assessment Due Budget Worksheets Distributed	Department Heads
February 22, 2016	External Agency Letters Mailed	Finance Officer
March 14, 2016	Completed worksheets returned Preliminary revenue estimates presented to Budget Officer	Department Heads Finance Officer
March 28-31, 2016	Budget Officer meets with each D.H. to review requested budget	Budget Officer Department Heads
April 4, 2016	Joint meeting to review Board of Education priorities	Board of Commissioners Board of Education
April 25, 2016	External agency budget requests due	Finance Officer
May 2, 2016	Board of Education submits budget request	Board of Education
May 2, 2016	Proposed budget distributed to BOC	Budget Officer
May 2, 2016	Proposed Budget presented to the Board of Commissioners Public Hearing date set	Budget Officer Board of Commissioners
May 9-13, 2016	Budget work sessions as needed	Board of Commissioners
June 6, 2016	Public Hearing	Board of Commissioners
June 6, 2016	Board of Commissioners adopts FY 2016-17 budget and sets tax rate	Board of Commissioners

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

Meeting Date: February 1, 2016
Presenter: Corrinne Gibbs
Attachment: Yes

ITEM TITLE: FIREMEN'S RELIEF FUND

SUMMARY: Finance Officer Corrinne Gibbs will present discussion on the NC SFA Firemen's Relief Fund.

Attached:

- NC Firefighter's Fund – Description
- § Chapter 58 Article 85

RECOMMEND: Discussion.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Wednesday January 27, 2016

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NC Firefighters Fund



North Carolina FIREFIGHTERS FUND

Education. Support. Wellness.

The [North Carolina Firefighters Fund](#) was created in 2010 as a way to support North Carolina firefighters. The primary goal of the Fund is to facilitate higher education within the fire service, raise firefighter awareness on vocational health issues, and gain support for the profession among the general public.

Through corporate and individual fundraising, the Fund will work to directly support North Carolina firefighters through scholarship programs, health and wellness information and education, and raising public awareness about the firefighter's role in North Carolina communities.

For more information, call us at 1-800-253-4733.

Visit www.ncfirefightersfund.org

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Article 85.

Statewide Firefighters' Relief Fund.

§ 58-85-1. Application of fund.

The money paid into the hands of the treasurer of the North Carolina State Firemen's Association shall be known and remain as the "Firefighters' Relief Fund" of North Carolina, and shall be used as a fund for the relief of firefighters and county fire marshals, who are members of this Association, who may be injured or rendered sick by disease contracted in the actual discharge of duty as firefighters or county fire marshals, and for the relief of surviving spouses, children, and if there be no surviving spouse or children, then dependent mothers of the firefighters and county fire marshals killed or dying from disease so contracted in the discharge of duty; to be paid in the manner and in the sums to the individuals of the classes herein named and described as may be provided for and determined upon in accordance with the constitution and bylaws of the Association, and any provisions and determinations made under the constitution and bylaws shall be final and conclusive as to the persons entitled to benefits and as to the amount of benefit to be received, and no action at law shall be maintained against the Association to enforce any claim or recover any benefit under this Article or under the constitution and bylaws of the Association; but if any officer or committee of the Association omit or refuse to perform any duty imposed upon the officer or them, nothing herein contained shall be construed to prevent any proceedings against that officer or committee to compel the officer or them to perform that duty. Notwithstanding the above provisions, the Executive Board of the North Carolina State Firemen's Association is hereby authorized to grant educational scholarships to members and the children of members, to subsidize premium payments of members over 65 years of age to the Firemen's Fraternal Insurance Fund of the North Carolina State Firemen's Association, and to provide accidental death and dismemberment insurance for members of fire departments. (1891, c. 468, s. 3; Rev., s. 4393; C.S., s. 6058; 1925, c. 41; 1981 (Reg. Sess., 1982), c. 1215; 1987, c. 174, s. 4; 1993 (Reg. Sess., 1994), c. 678, s. 33; 2004-199, s. 22(a); 2007-246, s. 1; 2014-64, s. 1(e).)

§ 58-85-5: Reserved for future codification purposes.

§ 58-85-10. Treasurer to file report and give bond.

The treasurer of the North Carolina State Firemen's Association shall make a detailed report to the State Treasurer and the Commissioner of Insurance of the yearly expenditures of the appropriation under Articles 84 through 88 of this Chapter on or before the end of the fiscal year, showing the total amount of money in his hands at the time of the filing of the report, and shall give a bond to the State of North Carolina with good and sufficient sureties to the satisfaction of the Treasurer of the State of North Carolina in a sum not less than the amount of money on hand as shown by said report. (1891, c. 468, s. 4; Rev., s. 4394; C.S., s. 6059; 1925, c. 41; 2014-64, s. 1(e).)

§ 58-85-15. Who shall participate in the fund.

The line of duty entitling one to participate in the fund shall be so construed as to mean actual fire duty only, and any actual duty connected with the fire department or county fire marshal office when directed to perform the same by an officer in charge. (1891, c. 468, s. 5; Rev., s. 4395; C.S., s. 6060; 1925, c. 41; 2004-199, s. 22(b).)

§ 58-85-20. Who may become members.

Any organized fire company in North Carolina, holding itself ready for duty, may, upon compliance with the requirements of its constitution and bylaws, become a member of the North Carolina State Firemen's Association, and any firefighter of good moral character in

North Carolina, and belonging to an organized fire company, who complies with the requirements of the constitution and bylaws of the North Carolina State Firemen's Association, may become a member of the Association. Any county fire marshal office may, upon compliance with the requirements of its constitution and bylaws, become a member of the North Carolina Firemen's Association, and any employee of a county fire marshal office of good moral character whose sole duty is to act as a fire marshal, deputy fire marshal, assistant fire marshal, or firefighter of the county, who complies with the requirements of its constitution and bylaws, may become a member of the North Carolina Firemen's Association. (1891, c. 468, s. 6; Rev., s. 4396; C.S., s. 6061; 1925, c. 41; 2004-199, s. 22(c); 2014-64, s. 1(e).)

§ 58-85-25. Applied to members of regular fire company.

G.S. 58-85-1, 58-85-10, 58-85-15, 58-85-20, and 58-85-25 shall apply to any firefighter or fire marshal who is a member of a regularly organized fire company or county fire marshal office, and is a member in good standing of the North Carolina State Firemen's Association. (1891, c. 468, s. 7; Rev., s. 4397; C.S., s. 6062; 1925, c. 41; 2004-199, s. 22(d); 2014-64, s. 1(e).)

§ 58-85-30. Treasurer to pay fund to Volunteer Firemen's Association.

(a) The treasurer of the North Carolina State Firemen's Association shall pay to the treasurer of the North Carolina State Volunteer Firemen's Association one sixth of the funds arising from the three percent (3%) paid the treasurer of the North Carolina State Firemen's Association by the Commissioner each year to be used by the North Carolina State Volunteer Firemen's Association for the purposes set forth in G.S. 58-84-35.

(b) Local units of the North Carolina State Volunteer Firemen's Association shall maintain records and report to the North Carolina State Firemen's Association in accordance with G.S. 58-84-40, and shall be subject to the sanctions in G.S. 58-84-40. (1925, c. 41; 1985, c. 666, s. 65; 2003-221, s. 11.)

§ 58-85-35. Prudent management of Firefighters' Relief Fund.

The North Carolina State Firemen's Association shall manage the Firefighters' Relief Fund as a prudent trustee of the funds, subject to Chapter 36E of the General Statutes. (2014-64, s. 1(e).)

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

Meeting Date: February 1, 2016
Presenter: David Howard, Public Health Director & Hydeland Home Health Director
Attachment: Yes

ITEM TITLE: Home Health Agency (Hydeland Home Health) Sale

SUMMARY: For several years the Home Health Agency owned by Hyde County (Hydeland Home Health) has operated at a substantial annual financial loss. While efforts have been made over the past several years to lessen this annual shortfall, there are not adequate measures available to bring the agency to a break-even status. In addition to the financial concerns, the many regulatory and operational requirements are becoming all but impossible to meet by a staff of only 2 full-time nurses, 1 part-time nurse and 1 accounting clerk: i.e. 24/7 call, admissions on week-ends and holidays, difficulty taking time off due to required frequency of home visits, etc.

The two choices for Hydeland Home Health appear to be:

- 1) Continue operations until reserve funds are extinguished, then the county would have to pay the annual operating deficit.
- 2) Sell the agency now, thereby retaining the reserve funds and also receiving approximately \$150k in sale proceeds.*

*contact with a consultant has resulted in interest to buy Hydeland HH for approximately \$150k. If Hydeland is not sold now and another HH agency moves into the area, we are advised that there may be no buyers for Hydeland HH.

RECOMMEND: Approve County Manager Rich and Public Health Director Howard to:

- 1) Pursue sale of Hydeland Home Health agency
- 2) Enter into engagement agreement with Clifton, Larson, Allen, LLP of Charlotte NC for assistance, guidance, and expertise in facilitating the sale. estimated cost: \$17,500
- 3) Engage attorney Erin Roberts of Raleigh, NC to assist with meeting all legal requirements in the sale process pursuant to NC GS 131e-13: Lease or Sale of Hospital Facilities to or from for-profit or nonprofit corporations or other business entities by Municipalities and Hospital Authorities. estimated cost: \$10,000

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher

§ 131E-13. Lease or sale of hospital facilities to or from for-profit or nonprofit corporations or other business entities by municipalities and hospital authorities.

(a) A municipality or hospital authority as defined in G.S. 131E-16(14), may lease, sell, or convey any hospital facility, or part, to a corporation, foreign or domestic, authorized to do business in North Carolina, subject to these conditions, which shall be included in the lease, agreement of sale, or agreement of conveyance:

- (1) The corporation shall continue to provide the same or similar clinical hospital services to its patients in medical-surgery, obstetrics, pediatrics, outpatient and emergency treatment, including emergency services for the indigent, that the hospital facility provided prior to the lease, sale, or conveyance. These services may be terminated only as prescribed by Certificate of Need Law prescribed in Article 9 of Chapter 131E of the General Statutes, or, if Certificate of Need Law is inapplicable, by review procedure designed to guarantee public participation pursuant to rules adopted by the Secretary of the Department of Health and Human Services.
- (2) The corporation shall ensure that indigent care is available to the population of the municipality or area served by the hospital authority at levels related to need, as previously demonstrated and determined mutually by the municipality or hospital authority and the corporation.
- (3) The corporation shall not enact financial admission policies that have the effect of denying essential medical services or treatment solely because of a patient's immediate inability to pay for the services or treatment.
- (4) The corporation shall ensure that admission to and services of the facility are available to beneficiaries of governmental reimbursement programs (Medicaid/Medicare) without discrimination or preference because they are beneficiaries of those programs.
- (5) The corporation shall prepare an annual report that shows compliance with the requirements of the lease, sale, or conveyance.

The corporation shall further agree that if it fails to substantially comply with these conditions, or if it fails to operate the facility as a community general hospital open to the general public and free of discrimination based on race, creed, color, sex, or national origin unless relieved of this responsibility by operation of law, or if the corporation dissolves without a successor corporation to carry out the terms and conditions of the lease, agreement of sale, or agreement of conveyance, all ownership or other rights in the hospital facility, including the building, land and equipment associated with the hospital, shall revert to the municipality or hospital authority or successor entity originally conveying the hospital; provided that any building, land, or equipment associated with the hospital facility that the corporation has constructed or acquired since the sale may revert only upon payment to the corporation of a sum equal to the cost less depreciation of the building, land, or equipment.

This section shall not apply to leases, sales, or conveyances of nonmedical services or commercial activities, including the gift shop, cafeteria, the flower shop, or to surplus hospital property that is not required in the delivery of necessary hospital services at the time of the lease, sale, or conveyance.

(b) In the case of a sale or conveyance, if either general obligation bonds or revenue bonds issued for the benefit of the hospital to be conveyed are outstanding at the time of sale or conveyance, then the corporation shall agree to the following:

By the effective date of sale or conveyance, the corporation shall place into an escrow fund money or direct obligations of, or obligations the principal of and interest on which, are unconditionally guaranteed by the United States of America (as approved by the Local Government Commission), the principal of and interest on which, when due and payable, will provide sufficient money to pay the principal of and the interest and redemption premium, if any, on all bonds then outstanding to the maturity date or dates of such bonds or to the date or dates specified for the redemption thereof. The corporation shall furnish to the Local Government Commission such evidence as the Commission may require that the securities purchased will satisfy the requirements of this section. A hospital which has placed funds in escrow to retire outstanding general obligation or revenue bonds, as provided in this section, shall not be considered a public hospital, and G.S. 159-39(a)(3) shall be inapplicable to such hospitals.

No bonds, notes or other evidences of indebtedness shall be issued by a municipality or hospital authority to finance equipment for or the acquisition, extension, construction, reconstruction, improvement, enlargement, or betterment of any hospital facility if the facility has been sold or conveyed to a corporation, foreign or domestic, authorized to do business in North Carolina.

(c) In the case of a lease, the municipality or hospital authority shall determine the length of the lease. No lease executed under this section shall be deemed to convey a freehold interest. Any sublease or assignment of the lease shall be subject to the conditions prescribed by this section. If the term of the lease is more than 10 years, and either general obligation bonds or revenue bonds issued for the benefit of the hospital to be leased are outstanding at the time of the lease, then the corporation shall agree to the following:

By the effective date of the lease, the corporation shall place into an escrow fund money or direct obligations of, or obligations the principal of and interest on which, are unconditionally guaranteed by the United States of America (as approved by the Local Government Commission), the principal of and interest on which, when due and payable, will provide sufficient money to pay the principal of and the interest and redemption premium, if any, on all bonds then outstanding to the maturity date or dates of such bonds or to the date or dates specified for the redemption thereof. The corporation shall furnish to the Local Government Commission such evidence as the Commission may require that the securities purchased will satisfy the requirements of this section.

No bonds, notes or other evidences of indebtedness shall be issued by a municipality or hospital authority to finance equipment for or the acquisition, extension, construction, reconstruction, improvement, enlargement, or betterment of any hospital facility when

the facility is leased to a corporation, foreign or domestic, authorized to do business in North Carolina.

(d) The municipality or hospital authority shall comply with the following procedures before leasing, selling, or conveying a hospital facility, or part thereof:

- (1) The municipality or hospital authority shall first adopt a resolution declaring its intent to sell, lease, or convey the hospital facility at a regular meeting on 10 days' public notice. Notice shall be given by publication in one or more papers of general circulation in the affected area describing the intent to lease, sell, or convey the hospital facility involved, known potential buyers or lessees, a solicitation of additional interested buyers or lessees and intent to negotiate the terms of the lease or sale. Specific notice, given by certified mail, shall be given to the local office of each state-supported program that has made a capital expenditure in the hospital facility, to the Department of Health and Human Services, and to the Office of State Budget and Management.
- (2) At the meeting to adopt a resolution of intent, the municipality or hospital authority shall request proposals for lease or purchase by direct solicitation of at least five prospective lessees or buyers. The solicitation shall include a copy of G.S. 131E-13.
- (3) The municipality or hospital authority shall conduct a public hearing on the resolution of intent not less than 15 days after its adoption. Notice of the public hearing shall be given by publication at least 15 days before the hearing. All interested persons shall be heard at the public hearing.
- (4) Before considering any proposal to lease or purchase, the municipality or hospital authority shall require information on charges, services, and indigent care at similar facilities owned or operated by the proposed lessee or buyer.
- (5) Not less than 45 days after adopting a resolution of intent and not less than 30 days after conducting a public hearing on the resolution of intent, the municipality or hospital authority shall conduct a public hearing on proposals for lease or purchase that have been made. Notice of the public hearings shall be given by publication at least 10 days before the hearing. The notice shall state that copies of proposals for lease or purchase are available to the public.
- (6) The municipality or hospital authority shall make copies of the proposals to lease or purchase available to the public at least 10 days before the public hearing on the proposals.
- (7) Not less than 60 days after adopting a resolution of intent, the municipality or hospital authority at a regular meeting shall approve any lease, sale, or conveyance by a resolution. The municipality or hospital authority shall adopt this resolution only upon a finding that the lease, sale, or conveyance is in the public interest after considering whether the proposed lease, sale, or conveyance will meet the health-related

needs of medically underserved groups, such as low income persons, racial and ethnic minorities, and handicapped persons. Notice of the regular meeting shall be given at least 10 days before the meeting and shall state that copies of the lease, sale, or conveyance proposed for approval are available.

(8) At least 10 days before the regular meeting at which any lease, sale, or conveyance is approved, the municipality or hospital authority shall make copies of the proposed contract available to the public.

(e) Notwithstanding the provisions of subsections (c) and (d) of this section or G.S. 131E-23, a hospital authority as defined in G.S. 131E-16(14) or a municipality may lease or sublease hospital land to a corporation or other business entity, whether for profit or not for profit, and may participate as an owner, joint venturer, or other equity participant with a corporation or other business entity for the development, construction, and operation of medical office buildings and other health care or hospital facilities, so long as the municipality, hospital authority, or other entity continues to maintain its primary community general hospital facilities as required by subsection (a) of this section.

(f) A municipality or hospital authority may permit or consent to the pledge of hospital land or leasehold estates in hospital land to facilitate the development, construction, and operation of medical office buildings and other health care or hospital facilities. A municipality or hospital authority also may, as lessee, enter into master leases or agreements to fund for temporary vacancies relating to hospital land or hospital facilities for use in the provision of health care.

(g) Neither G.S. 153A-176 nor Article 12 of Chapter 160A of the General Statutes shall apply to leases, subleases, sales, or conveyances under this Chapter. (1983 (Reg. Sess., 1984), c. 1066, s. 1; 1997-233, s. 2; 1997-443, s. 11A.118(a); 2000-140, s. 93.1(a); 2001-424, s. 12.2(b).)



CliftonLarsonAllen LLP
227 W. Trade Street, Suite 800
Charlotte, NC 28202
704-998-5200 | fax 704-998-5250
www.claconnect.com

January 25, 2016

Mr. David Howard, Health Director
Hyde County Health Department
P.O. Box 100
1151 Main St.
Swan Quarter, North Carolina 27885

Transmitted via email to: dhoward@hydehealth.com

Dear David:

Per your request, CliftonLarsonAllen LLP (CliftonLarsonAllen) is pleased to provide you with our proposal to assist you and other officials of Hyde County (the "County") with consultative and advisory assistance regarding the sale, or other form of conveyance, of the County's Medicare-certified Home Health Agency operated as part of the County's Public Health Department. We sincerely appreciate the opportunity to assist you with this effort as we have with many other home health providers. This Engagement Letter details the services we propose to provide, working in close contact with you, the County Manager, and your legal counsel(s). The County hereby engages CliftonLarsonAllen and CliftonLarsonAllen accepts the engagement upon the terms and conditions hereinafter set forth. Following is our understanding of the work you have asked us to perform.

CliftonLarsonAllen's Obligations and Proposed Scope of Work

CliftonLarsonAllen shall perform the following services:

Approach and Scope of Work

In connection with this agreement, we will act as an advisor to the County in connection with this engagement and any conveyance transaction of its Medicare-certified Home Health Agency to a purchaser selected by the County. This letter contemplates an initial framework for our services, which will include the following:

- A. Assist the County and its designated legal counsel(s) in preparing an Offering Memorandum including key market data, potential service area, staffing, financial and service statistics for the Home Health Agency's operations. We will provide the County with a list of key information we will need for this document. We would also prepare an Offering Response Form (Initial Offer to Purchase) as to proposed offerings and responses as to any seller's conditions of the sale which are included in the Offering Memorandum and initial submitted non-binding Letters of Intent. Both of these documents will be shared in DRAFT form for review and approval by the County prior to distribution. We will also assist the County and its legal counsel(s) to assure compliance with G.S. 131E-13.d.
- B. In consultation with designated County officials, and concurrent with preparation of materials in "A" above, assemble an initial list of potential buyers with relevant profile information. From this list, we would identify any potential buyers that the County would prefer not to include as well as any other possible entities which the County would like included on the contact list.



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- C. Prepare a summary document of all offers received and assist the County and its legal counsel(s) in evaluating prospective Initial Offers to Purchase, or other form of conveyance, response documents and initial non-binding Letters of Intent (LOI).
- D. Assist the County and its legal counsel(s), if and as desired, with discussions relating to any identified buyer's Due Diligence documents request as well as the buyer's on-site Due Diligence process.
- E. Advise the County, and its legal counsel(s), in structuring the financial terms and other conditions of any transaction (if indicated or desired).
- F. Assist the County and its legal counsel(s) in facilitating the negotiation of any Final Purchase Offers (Asset Purchase Agreement), or other form of conveyance, and other issues related to closing this transaction (e.g., mutual completion by the Seller and Buyer of the CMS – 855A forms for Change of Ownership, Letter of Non-Review request to the North Carolina Division of Facility Services, Certificate of Need Office, and compliance with G.S. 131E-13.d., etc.).

CliftonLarsonAllen will not have the power or authority to bind the County to any offer(s) and will act only as a consultant to the County and not as a broker regarding this engagement. The County shall reserve the right to refuse any and all offer proposals.

Client information requirements

The County agrees it is solely responsible for the accuracy, completeness and reliability of all of the County's data and information that CliftonLarsonAllen receives for our engagement. The County agrees they will provide information requested by CliftonLarsonAllen on a timely basis.

HIPAA Business Associate Agreement

To protect the privacy and provide for the security of any protected health information, as such is defined by the Health Insurance Portability and Accountability Act of 1996, as amended from time to time, and the regulations and policy guidances thereunder (HIPAA), the County and CliftonLarsonAllen shall enter into a HIPAA Business Associate Agreement (BAA) in the form attached hereto. If the attached HIPAA Business Associate Agreement is acceptable, please sign, date, and return it to us.

Management responsibilities

For all nonattest services we may provide to you, including these consulting services, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services.

Deliverables

CliftonLarsonAllen will maintain ongoing communication with the County's designated liaison(s) assigned to work closely with us regarding the services listed under scope of work and will report on status of our progress throughout this engagement. In addition, CliftonLarsonAllen will deliver a summary document of all offers indicating acquisition price, responses to any conditions of the sale transaction requested by the County, and any special conditions noted by the proposed acquiring entities in the submitted Offering Response Documents. CliftonLarsonAllen will be available to further

assist the County with implementation of the selected transaction and closing, working closely with the County's legal counsel(s).

Timing and duration

This agreement shall begin upon the County's signatory acceptance of the agreement and continue through the date of final approval by the Centers for Medicare and Medicaid ("CMS") through the issuance of its approval letter to the Medicare Fiscal Intermediary and the North Carolina Division of Health Service Regulation (Licensure and Certification Branch). CliftonLarsonAllen is able to begin our services immediately following our receipt of this agreement with the County's signature. Based on our past experiences with similar transactions, we anticipate completing work related to items A-C of the Scope of Work in approximately sixty (60) to seventy-five (75) days such that the County would be in a position to begin discussions and due diligence work with a selected acquirer by the middle of May 2016. Medicare fiscal intermediaries do have up to ninety (90 days) to review Change of Ownership documents (CMS-855A forms); however, they often take longer. Based on the extent of time needed to negotiate a Final Offer to Purchase (or other conveyance agreement) among hopefully several competing buyers, it is anticipated that the initial "soft closing" (approved Asset Purchase Agreement or other conveyance agreement) closing documents and delivery of sale proceeds to the County) can hopefully occur by August 31, 2016 precedent to CMS' Region IV final approval (referred to as the "CMS tie-in" letter that goes to the Medicare Fiscal Intermediary and the North Carolina Division of Health Service Regulation).

Personnel

Our commitment to client service includes a strong sense of integrity and professionalism, as well as a sense of pride in both our work and our firm. Our emphasis on teamwork and communication will be especially important. As the health care industry continues to change and grows increasingly complex, the need for individuals and firms who specialize in the health care business becomes apparent. The most important resource a business can have is people – the right people. CliftonLarsonAllen believes we have the right people to perform this project. Our firm has adopted a team approach to client service, which means that CliftonLarsonAllen provides the County with a group of people who have the knowledge and experience to assist the County in the sale of its home health agency. Please see our team's professional summaries attached – our most experienced home care team!

Gary R. Massey, CPA, will serve as the engagement principal for this engagement. Ron Clitherow, MPH, Senior Consultant, will serve as the engagement manager for the project. Ron has extensive experience with other such transactions applicable to North Carolina public health home health agency transactions. Mr. Massey and Mr. Clitherow each have over thirty-five (35) years of experience in the fields of home health and hospice. Other Staff, Para-professional and administrative support will be added as appropriate.

Scope of agreement

This agreement applies to all aspects of our relationship and to any other or additional services CliftonLarsonAllen may render to the County at any time, unless they are covered by a separate written agreement that the County and CliftonLarsonAllen both sign.

Professional fees

The work CliftonLarsonAllen performs and our fees associated with the scope of services will be \$17,500. The fees are based upon our past experiences with similarly-sized home health transactional

assistance to provide the indicated scope of professional advisory and facilitative service. It is not anticipated that any on-site work will be required by CliftonLarsonAllen for this engagement. If one or more on-site visits are requested by the County this time would be in addition to the above professional fees. The actual cost to us for reimbursable expenses incurred, such as travel, meals, printing, photocopies, telephone, facsimile, and delivery charges are included in the range of our estimated fee and will be billed based on actual amounts incurred.

Fees and reimbursements will be due and payable throughout the project, following the County's receipt of an invoice from CliftonLarsonAllen. Compensation for services is due within thirty (30) days of the mailing of our bill. Finance charges of one and one-quarter percent (1.25%) per month will be added to any past due amounts. CliftonLarsonAllen has the right to immediately terminate our services if payment for our fees or costs is not made to us in a timely manner. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

In the event CliftonLarsonAllen's services are terminated for whatever reason during the project, the County will promptly compensate CliftonLarsonAllen for all professional services rendered and out-of-pocket expenditures through the date of termination.

Title	Rate
Principal Gary R. Massey, CPA	\$335
Engagement Manager Ronald H. Clitherow, MPH	\$350
Seniors	\$120-\$210
Staff	\$80-\$215
Client service assistants	\$90-\$150

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf. You and your attorney will receive a copy of every subpoena or request we are asked to respond to. You can control the costs of any discovery process or document request by informing us which requests you would like us to act on.

Limitation of remedies

Our role is strictly limited to the tasks and projects described in this letter, and CliftonLarsonAllen offers no assurance as to the results or ultimate outcomes of this engagement or of any decisions that the County may make based upon our communications with, or our reports to, the County. The County will be solely responsible for making all decisions based upon the contents of our communications and reports, for the adoption of any plans, and for implementing any plans the County may develop, including any that CliftonLarsonAllen may discuss with the County. CliftonLarsonAllen has no duty to ensure that the County's accounting, billing, coding, compliance, or reimbursement practices, systems, or reports comply with applicable laws or regulations, all of which remain the County's sole responsibility.

You agree that it is appropriate to limit the liability of CliftonLarsonAllen, its partners, principals, directors, officers, employees, and agents ("we" or "us") and that this limitation of remedies provision is governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

You further agree that you will not hold us liable for any claim, cost, or damage, whether based on warranty, tort, contract, or other law, arising from or related to this agreement, the services provided under this agreement, the work product, or for any deliverables, plans, actions, or results of this engagement, except to the extent authorized by this agreement. In no event shall we be liable to you for any indirect, special, incidental, consequential, punitive, or exemplary damages, or for loss of profits or loss of goodwill, costs, or attorneys' fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by us of our duties under this agreement, but any recovery on any such claims shall not exceed the fees actually paid under this agreement by you to CliftonLarsonAllen.

Time limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any dispute. The parties (you and CliftonLarsonAllen) agree that, notwithstanding any statute or law of limitations that might otherwise apply to a dispute that may arise between us, including one arising out of this agreement or the services performed under this agreement, for breach of contract, tort, breach of fiduciary duty, fraud, misrepresentation, or any other cause of action or remedy, any suit or action to recover on a dispute must be commenced as provided below, or the party with a claim or prosecuting a dispute shall be forever barred from commencing a lawsuit and from obtaining legal or equitable relief or recovery of any kind whatsoever. An action to recover on a dispute shall be commenced within the shorter of the following limitation periods:

- Within twelve (12) months from the date of our last billing for services performed under this engagement letter, or
- Within twelve (12) months after the termination of either this agreement or the organization's ongoing relationship with CliftonLarsonAllen by either of us and for any reason.

These limitation periods apply and begin to run even if the organization has not suffered any damage or loss, or has not become aware of the existence or possible existence of a dispute.

Confidentiality and restricted use of information

CliftonLarsonAllen will hold the information supplied by the County to us in confidence and CliftonLarsonAllen will not disclose it to any other person or party, unless the County authorizes us to do so, it is published or released by the County, it becomes publicly known or available other than through disclosure by us, or disclosure is required by law. Except as required by State or Federal laws or regulations governing the purposes and products of this engagement, the County agrees (1) any reports or deliverables CliftonLarsonAllen provides to the County are only for the internal use of the County and they may not be distributed to any other person or party, for any purpose without our prior written consent except as required by State or Federal laws or regulations and (2) the County further agrees to hold any information, reports, or deliverables that CliftonLarsonAllen provides to the County in

confidence and agrees that the County will not disclose such to any other person or party except as required by State or Federal laws or regulations, unless CliftonLarsonAllen authorizes the County to do so, it is published or released by us, or it becomes then publicly known or available other than through disclosure by the County.

CliftonLarsonAllen may only, with the written consent of the County, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CliftonLarsonAllen under this agreement and the BAA. CliftonLarsonAllen will be as responsible for any act done by these subcontractors as it is for its personnel under this agreement. We hereby agree that Ron Clitherow, as the Project manager, who is a subcontractor of CliftonLarsonAllen LLP, is approved for this engagement.

Legal compliance

The County agrees to assume sole responsibility for full compliance with all applicable federal and state laws, rules or regulations, and reporting obligations that apply to the County or the County's business, including the accuracy and lawfulness of any reports the County submits to any government regulator, authority, or entity, except that CliftonLarsonAllen is responsible for its own compliance with HIPAA as set forth in the BAA. The County also agrees to be solely responsible for providing legally sufficient substantiation, evidence, or support for any reports or information supplied by the County to any governmental or regulatory body, or for any insurance reimbursement in the event that the County is requested to do so by any lawful authority. CliftonLarsonAllen, its successors, affiliates, officers, and employees do not assume or undertake any duty to perform or to be responsible in any way for any such duties, requirements, or obligations.

Record retention

Our working papers, including any copies of your records that we chose to make, are our property and will be retained by us in accordance with our established records retention policy. This policy states, in general, that we will retain our working papers for a period of seven years. After this period expires, our working papers and files will be destroyed. Furthermore, physical deterioration or catastrophic events may shorten the time our records are available. The working papers and files of our firm are not a substitute for the County's records.

In accordance with Section 1861(v)(1) of the Social Security Act, the Secretary and Comptroller General have access, upon request, to the contract and to the books, documents, and records of CliftonLarsonAllen that are necessary to verify the nature and extent of the costs of services furnished under this contract. This will remain applicable until the expiration of four years after the services furnished under this contract.

Other

This agreement will remain in effect until it is terminated by either party on thirty (30) days written notice, with or without cause, or as provided in the BAA. In the event of termination, the terms of this agreement shall survive and remain in effect. Any notices under this agreement shall be sent to the organization at the address noted above and to us at:

CliftonLarsonAllen LLP
Attn: Gary R. Massey
227 W. Trade Street
Suite 800
Charlotte, NC 28202

CliftonLarsonAllen shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. Additionally, CliftonLarsonAllen shall maintain during the term of this agreement, at its expense, the following minimum insurance coverage: \$250,000/\$500,000 – Professional Liability - Error and Omissions.

All Work and any documents prepared by CliftonLarsonAllen for or on account of this contract shall be owned by the County, and the County shall have all common law, statutory and other reserved rights, including copyright. Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the project is not to be construed as publication in derogation of the County's reserved rights.

Agreement

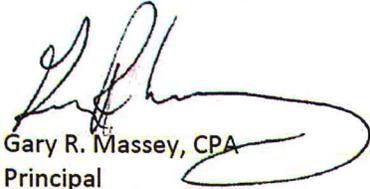
Annually, we assemble a variety of benchmarking analyses using client data obtained through our audit, consulting, and cost report engagements. Some of this benchmarking information is published and released publicly. However, the information that we obtain is confidential, as required by ET Section 301 of the AICPA Code of Professional Conduct. Your acceptance of this engagement letter will serve as your consent to use of the County's information in these cost comparison, performance indicator, and/or benchmarking reports.

CliftonLarsonAllen appreciates the opportunity to assist the County and believes that this letter accurately summarizes the terms of our engagement. If the County has any questions, please feel free to contact us.

If the County agrees with the terms of this engagement and agreement as described in this letter, please sign the enclosed copy and return it to us. By returning this letter of engagement, the County is authorizing CliftonLarsonAllen to commence our services and this letter of engagement shall become the written agreement governing our relationship and services.

Sincerely,

CliftonLarsonAllen LLP



Gary R. Massey, CPA
Principal
704-998-5216
Gary.Massey@CLAconnect.com

Engagement Information Need List

Upon execution of this agreement, CliftonLarsonAllen will forward a client Information Need List for documents, data, and other information that will be required for this engagement.

Gary R. Massey, CPA

CliftonLarsonAllen LLP

Principal, Health Care
Charlotte, NC

704-998-5216

gary.massey@CLAconnect.com

Profile

Gary Massey is a principal with CliftonLarsonAllen, developing strategies for implementation of health care reform focusing on community based providers and solutions. Community based services are covered by Medicaid, Medicare, private insurance/self pay, along with other Federal and State funding programs. Providers that are working in the community are focused on home care rehab, end of life care with Hospice, personal care needs with in Medicaid waiver programs or private pay. Equally important in health reform are community based services involving behavioral health and substance abuse.



Experience Servicing Clients

Gary has over 35 years of experience working with various community based providers, along with acute care, long-term care facilities. He brings a broad base of knowledge and experience to strategic, financial and operational assessments.

Technical expertise

A skilled financial analyst, Gary specializes in business system improvement, financial modeling, operational reviews and an in-depth knowledge of Medicare and Medicaid rules and regulations.

Education/professional involvement

Gary is a CPA and has a Bachelor of Arts degree in accounting and business management from North Carolina State University (NCSU). He is a frequent speaker on health care financial issues at various state and national organizations. He was appointed by the Secretary of the NC DHHS to serve on the Medical Care Advisory Committee. Gary is an active member of various state and national health care associations. He is a past member of the Board of Directors for The Carolinas Center for Hospice and Palliative Care Association (TCC). He serves on the governmental affairs committee for the Association for Hospice and Home Care (AHHC). He is a Past Chair of the NC Association of CPAs Health Care Conference. Gary is actively involved with the National Hospice and Palliative Care Organization (NHPCO) and the National Association for Home and Hospice Care (NAHC).

- In January 2007, Gary was given the award of Alumni of the Year from the College of Management at North Carolina State University.
- In 2005, he was honored with the Dr. Ellen B. Winston award for a lifetime of dedicated service to the home care and hospice industries.

Ronald H. Clitherow, MPH*CliftonLarsonAllen LLP*Management and Operations Senior Consultant
Charlotte, NC

Phone 336-751-7297

ronald.clitherow@CLAconnect.com

Profile

Ron Clitherow is a management and operations consultant specializing in home care, hospice, Medicaid waived services, and DME operational consulting.

Experience Servicing Clients

Ron has 40 years of experience in the health care industry specializing in home care services. He has assisted clients with strategic planning (senior management and boards and home care association boards); joint ventures, mergers, acquisitions and valuations; programmatic and financial analyses; compliance readiness assessment and audits, internal operations analyses and operational re-designs; profitability improvement projects; new product/service line feasibility analyses; and Certificate of Need Applications. Prior to his position with CliftonLarsonAllen, he served as CEO for the oldest nonprofit home health agency in North Carolina that also owned and operated its own DME and respiratory operations. He is a former President as well as Executive Director of the North Carolina Association of Home Care, Inc.

***Technical expertise***

Ron has expertise in comprehensive, integrated financial, clinical and administrative home care consultative services.

Education/professional involvement

Ron has a Master of Public Health (MPH) in health administration from the University of North Carolina at Chapel Hill and a Master of Arts in health education from Appalachian State University. He has done additional graduate level work at the University of Oregon and received his Bachelor of Science degree in health education from Appalachian State University.

HIPAA BUSINESS ASSOCIATE AGREEMENT

THIS HIPAA BUSINESS ASSOCIATE AGREEMENT (“Agreement”) is made by and between Hyde County Health Department (hereinafter referred to as “Client”) and CliftonLarsonAllen LLP (hereinafter referred to as “CLA”). This Agreement is effective as of the date signed by Client.

RECITALS

WHEREAS, Client is a “covered entity” within the meaning of 45 CFR § 160.103;

WHEREAS, CLA provides accounting, consulting, or other services to Client and, in connection therewith, Client wishes to disclose “protected health information” within the meaning of 45 CFR § 160.103 to CLA and CLA wishes to receive protected health information and, on behalf of Client, create, maintain, or transmit protected health information (collectively, “Client’s PHI”);

WHEREAS, CLA is a “business associate” within the meaning of 45 CFR § 160.103;

WHEREAS, Client and CLA intend to protect the privacy and provide for the security of Client’s PHI in compliance with the Health Insurance Portability and Accountability Act of 1996, the Health Information Technology for Economic and Clinical Health Act of 2009, and the regulations and policy guidance thereunder (“HIPAA Rules”);

WHEREAS, the HIPAA Rules require that Client receive adequate assurances that CLA will comply with certain obligations with respect to Client’s PHI and, accordingly, the parties hereto desire to enter into this Agreement for the purpose of setting forth in writing the terms and conditions for the use, disclosure, and safeguarding of Client’s PHI, including provisions required by the HIPAA Rules as the same may be amended from time to time;

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

TERMS OF AGREEMENT

1. Obligations and Activities of CLA.

a. Permitted and Required Uses and Disclosures. CLA shall not use or disclose Client’s PHI except as permitted or required by this Agreement or as required by law. Specifically, CLA agrees as follows:

i. CLA may only use or disclose Client’s PHI as necessary to perform the services set forth in the service agreement, if any, between Client and CLA, to perform functions, activities, or services for, or on behalf of, Client as requested by Client from time to time, or as required by law.

ii. CLA shall use or disclose only the “Minimum Necessary” amount of information, as such term is defined in the HIPAA Rules, required to conduct the

authorized activities herein, except that CLA will limit disclosures to a limited data set as set forth in 45 CFR § 164.514(e)(2) as required by the HIPAA Rules.

iii. CLA may not use or disclose Client's PHI in a manner that would violate Subpart E of 45 CFR Part 164 if done by Client, except that CLA may use or disclose Client's PHI for the proper management and administration of CLA or to carry out the legal responsibilities of CLA, provided the use or disclosures are required by law or CLA obtains reasonable assurances from the person to whom the information is disclosed that Client's PHI will remain confidential and used or further disclosed only as required by law or for the purposes for which it was disclosed to the person, and the person notifies CLA of any instances of which it is aware in which the confidentiality of Client's PHI has been breached.

iv. CLA may use Client's PHI to provide "data aggregation services" relating to the health care operations of Client within the meaning of 45 CFR § 164.501.

v. CLA shall not disclose Client's PHI in a manner that would violate any restriction thereof which has been duly communicated to CLA.

vi. Except as permitted by the HIPAA Rules, CLA shall not directly or indirectly receive remuneration in exchange for any of Client's PHI unless authorized in writing by Client.

b. Safeguards. CLA shall use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of Client's PHI other than as provided in this Agreement.

i. Administrative Safeguards. CLA shall implement all required administrative safeguards pursuant to 45 CFR § 164.308 as such are made applicable to business associates pursuant to the HIPAA Rules. Additionally, CLA shall either implement or properly document the reasons for non-implementation of all administrative safeguards of 45 CFR § 164.308 that are designated as "addressable" as such are made applicable to business associates pursuant to the HIPAA Rules.

ii. Physical Safeguards. CLA shall implement all required physical safeguards pursuant to 45 CFR § 164.310 as such are made applicable to business associates pursuant to the HIPAA Rules. Additionally, CLA shall either implement or properly document the reasons for non-implementation of all physical safeguards of 45 CFR § 164.310 that are designated as "addressable" as such are made applicable to business associates pursuant to the HIPAA Rules.

iii. Technical Safeguards. CLA shall implement all required technical safeguards pursuant to 45 CFR § 164.312 as such are made applicable to business associates pursuant to the HIPAA Rules. Additionally, CLA shall either implement or properly document the reasons for non-implementation of all technical safeguards of 45 CFR § 164.312 that are designated as "addressable" as such are made applicable to business associates pursuant to the HIPAA Rules.

c. Reporting of Disclosures. CLA shall report to Client any use or disclosure of Client's PHI not provided for by this Agreement of which CLA becomes aware, including any acquisition, access, use or disclosure (i.e., "breach") of "unsecured protected health information," within the meaning of 45 CFR § 164.403, and any security incident of which CLA becomes aware. CLA shall make such report to Client without unreasonable delay and in no case later than sixty (60) calendar days following discovery of the breach. CLA's notice to Client shall include all information needed by Client to provide notice to affected individuals and otherwise satisfy the requirements of 45 CFR § 164.410.

d. CLA's Subcontractors. CLA may disclose Client's PHI to one or more subcontractors and may allow its subcontractors to create, receive, maintain, or transmit Client's PHI on behalf of CLA. CLA shall obtain satisfactory assurances from any such subcontractor that it will appropriately safeguard Client's PHI in accordance with 45 CFR § 164.314(a) and shall ensure that the subcontractor agrees in writing to the same or more stringent restrictions, conditions, and requirements that apply to CLA with respect to Client's PHI. Upon CLA contracting with a subcontractor regarding Client's PHI, CLA shall provide Client written notice of such executed agreement.

e. Satisfying Requests for Access. CLA shall make available to Client Client's PHI in a "designated record set," within the meaning of 45 CFR § 164.501, as Client may require to satisfy its obligations to respond to a request for access pursuant to 45 CFR § 164.524. If CLA receives a request for access directly from an individual or an individual's designee, CLA shall forward such request within five (5) calendar days to Client for Client to fulfill. Alternatively, if directed by Client and agreed to by CLA, CLA shall make available to the individual or the individual's designee Client's PHI in a designated record set, as necessary to satisfy the requirements of 45 CFR § 164.524. CLA shall provide such access within thirty (30) calendar days of receiving a request for access and shall confirm to Client in writing that such request has been fulfilled.

f. Satisfying Requests for Amendment. CLA shall make any amendments to Client's PHI in a designated record set, as Client may require to satisfy its obligations to respond to a request for amendment pursuant to 45 CFR § 164.526. If directed by Client and agreed to by CLA, CLA shall make an amendment to Client's PHI in a designated record set, as necessary to satisfy the requirements of 45 CFR § 164.526. CLA shall make such amendment within sixty (60) calendar days of receiving a request for amendment and shall confirm to Client in writing that such request has been fulfilled.

g. Internal Practices. CLA shall make its internal practices, books and records relating to the use and disclosure of Client's PHI available to the Secretary of the United States Department of Health and Human Services or his or her designee for purposes of determining compliance with the HIPAA Rules.

h. Accounting. CLA shall document disclosures of Client's PHI and information related to such disclosures and otherwise maintain and make available the information required to provide an accounting of disclosures to the Client as necessary to permit the Client to respond to a request for an accounting pursuant to 45 CFR § 164.528. If directed by Client and agreed to by CLA, CLA shall provide an accounting as necessary to satisfy the requirements

of 45 CFR § 164.528. CLA shall satisfy such request within sixty (60) calendar days of receiving a request for an accounting and shall confirm to Client in writing that such request has been fulfilled.

i. Policies and Procedures; Documentation. CLA shall develop appropriate policies and procedures relating to its compliance with the administrative, physical, and technical safeguards set forth in Section 1.b. and shall document, retain, and update such policies and procedures as required by 45 CFR § 164.316.

j. Compliance as if Covered Entity. To the extent CLA is to carry out one or more of the obligations imposed on the Client as a “covered entity” under Subpart E of 45 CFR Part 164, CLA shall comply with the requirements of said Subpart E that apply to the Client in the performance of such obligations.

2. Client Obligations. Client shall provide notice to CLA of any of the following:

a. Any limitations in the notice of privacy practices of Client under 45 CFR § 164.520, as well as any changes to such limitations, to the extent that such limitation may affect CLA’s use or disclosure of Client’s PHI.

b. Any changes in, or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect CLA’s use or disclosure of Client’s PHI.

c. Any restriction on the use or disclosure of protected health information that Client has agreed to or is required to abide by under 45 CFR § 164.522, to the extent that such restriction may affect CLA’s use or disclosure of Client’s PHI.

Client shall not request CLA to use or disclose Client’s PHI in any manner that would not be permissible under the HIPAA Rules if done by Client, except that Client may request CLA to provide to Client “data aggregation services” relating to the health care operations of the Client within the meaning of 45 CFR § 164.501, as permitted by 45 CFR § 164.504(e)(2)(i)(B).

3. Termination of Agreement.

a. This Agreement shall terminate on the earliest to occur of the date either party terminates the Agreement “for cause,” as described in Section 3.b., the date CLA terminates as described in Section 3c., or pursuant to Section 5 upon either party’s failure to negotiate or enter into an amendment to this Agreement.

b. Termination for Cause. A breach of any provision of this Agreement by either party, as determined by the non-breaching party, shall constitute a material breach of the Agreement and shall provide grounds for termination of the Agreement for cause if the breaching party is unable to cure such breach to the other party’s satisfaction within ten (10) days following written notice of such breach. The breaching party shall cooperate with the other party as necessary to mitigate the extent of any unauthorized disclosures of Client’s PHI

or any damages or potential damages and liability under the HIPAA Rules caused by any violation of this Agreement or other unauthorized use of Client's PHI.

c. Termination by CLA. Upon thirty (30) days' advance written notice, CLA shall have the right to terminate this Agreement if Client imposes additional restrictions or requirements regarding the use, disclosure, or maintenance of Client's PHI that CLA reasonably determines will materially affect CLA's ability to perform its responsibilities under this Agreement or will materially increase CLA's costs to perform its responsibilities under this Agreement.

4. Treatment of Client's PHI after Termination. Upon termination of this Agreement for any reason, CLA, with respect to Client's PHI, shall:

a. Retain only that portion of Client's PHI which is necessary for CLA to continue its proper management and administration or to carry out its legal responsibilities;

b. Return to Client or, if agreed to by Client, destroy remaining Client's PHI that CLA still maintains in any form and retain no copies of such Client's PHI;

c. Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of Client's PHI, other than as provided for in this Section, for as long as CLA retains any Client's PHI;

d. Not use or disclose Client's PHI retained by CLA other than for the purposes for which Client's PHI was retained and subject to the same conditions, as set forth in Section 2, which applied prior to termination;

e. Return to Client or, if agreed to by Client, destroy remaining Client's PHI retained by CLA when it is no longer needed by CLA for its proper management and administration or to carry out its legal responsibilities and retain no copies of such Client's PHI;

f. Obtain or ensure the destruction of any Client's PHI created, received, or maintained by any of CLA's subcontractors; and

g. Within thirty (30) calendar days after termination of this Agreement, certify in a written statement signed by a senior officer of CLA, that all Client's PHI has been returned or disposed of as required above.

If the parties mutually agree that return or destruction is not feasible, this Agreement shall continue to apply to Client's PHI and, without limitation to the foregoing, the obligations of CLA under this Agreement shall survive the termination of this Agreement with respect to any Client's PHI retained by CLA. CLA shall limit further use and disclosure of Client's PHI to those purposes that make the return or destruction of Client's PHI infeasible.

5. Amendment to Comply with Law. The parties acknowledge that state and federal laws relating to electronic data security and privacy are rapidly evolving and that amendment of this

11. **Severability.** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the remaining provisions of this Agreement shall remain in full force, if the essential terms and conditions of this Agreement for each party remain valid, binding, and enforceable.

12. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties on the matters contained herein. All prior and contemporaneous negotiations and agreements between the parties on the matters contained in this Agreement are superseded by this Agreement.

13. **Non-Waiver.** No failure or delay in exercising any right or remedy under this Agreement and no course of dealing between the parties operates as a waiver or estoppel of any right, remedy, or condition. A waiver made in writing on one occasion is effective only in that instance and only for the purpose that it is given and is not to be construed as a waiver on any future occasion.

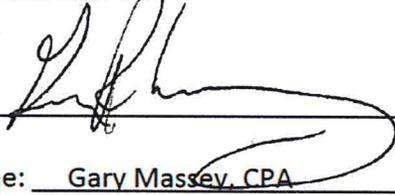
14. **Governing Law.** This Agreement shall be governed, construed, and interpreted in accordance with the laws of the State of Minnesota without regard to such state's conflict of laws provisions.

IN WITNESS WHEREOF, the parties have signed this Agreement.

Hyde County Health Department

CliftonLarsonAllen LLP

By: _____

By:  _____

Print Name: _____

Print Name: Gary Massey, CPA

Title: _____

Title: Principal

Date: _____

Date: January 25, 2016

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

Meeting Date: February 1, 2016
Presenter: David Howard, Health Director
Attachment: Yes

ITEM TITLE: FEE SCHEDULE FY2015-2016

SUMMARY: Health Director David Howard will present the FY2015-16 Hyde County Health Department Fee Schedule for Board approval.

RECOMMEND: Approve.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Hyde County Health Department

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

(252) 926-4200



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

*David G. Howard
 Health Director*

Fee Schedule FY 2015-16

CPT	Description	Fee
NEW PATIENTS		
99201	Office Visit 1—New/Problem	\$76.00
99202	Office Visit 2	\$129.00
99203	Office Visit 3	\$213.00
99204	Office Visit 4	\$307.00
99205	Office Visit 5	\$359.00
99381 EP	Office Visit <1—New/Prevent EP	\$132.00
99382 EP	Office Visit 1-4 EP	\$150.00
99383 EP	Office Visit 5-11 EP	\$151.00
99384	Office Visit 12-17 FP	\$213.00
99384 EP	Office Visit 12-17 EP	\$174.00
99385	Office Visit 18-39 FP	\$221.00
99385 EP	Office Visit 18-39 EP	\$143.00
99385	Office Visit 18-39 FP	\$231.00
99386	Office Visit 40-64	\$242.00
99387	Office Visit >65	\$285.00
ESTABLISHED PATIENTS		
99211	Office Visit Nurse—Est/Problem	\$49.00
99212	Office Visit 2	\$84.00
99213	Office Visit 3	\$136.00
99214	Office Visit 4	\$195.00
99215	Office Visit 5	\$268.00
99391 EP	Office Visit <1—Est/Prevent EP	\$110.00
99392 EP	Office Visit 1-4 EP	\$115.00
99393 EP	Office Visit 5-11 EP	\$130.00
99394 EP	Office Visit 12-17 EP	\$99.00
99394	Office Visit 12-17 FP	\$176.00
99395 EP	Office Visit 18-39 EP	\$99.00
99395	Office Visit 18-39 FP	\$193.00
99396	Office Visit 40-64	\$211.00
99397	Office Visit >65	\$403.00
LU230	Blood Pressure check	\$5.00

82947QW	Glucose (in-house)	\$13.00
82950	GTT 1 hour	\$19.00
82951	3 Hour Glucose Tolerance Test	\$52.00
82272	Hemocult (3 specimens)	\$16.00
85018QW	Hemoglobin (in-house)	\$12.00
81025	Pregnancy test	\$21.00
87804	Rapid Influenza Test	\$21.00
87880	Rapid Strep Test	\$26.00
81002	Urinalysis	\$10.00
80100	Urine Drug Screen (Hyde Co Schools)	\$30.00
87210	Wet Mount	\$15.00
LABORATORY - REFERENCE		
36416	Capillary stick	\$7.00
80048	Basic Metabolic Panel	\$14.82
80051	Blood Electrolyte Panel	\$19.95
80053	CMP (comprehensive metabolic panel)	\$33.50
80185	Phenytoin Level	\$53.38
81001	Automated Dipstick Urinalysis w/ Microscopy	\$18.20
81510	Maternal Serum Triple Marker Screen	\$10.00
82040	Albumin	\$18.90
82043	24 Hr Urine Microalbumin & Creatinine Measure	\$46.55
82306	25-hydroxy vitamin D measurement	\$192.75
82542	11-nor-9 carboxy-tetrahydrocannabinol measure	\$107.25
82607	B12 Assay	\$60.90
82728	Ferritin	\$43.93
83735	Magnesium	\$25.38
84132	Arterial Blood Potassium Measure	\$18.90
84134	Prealbumin	\$56.35
84153	Body Fluid Total Prostate Specific Antigen (PSA)	\$152.50
84403	24 Hr Urine Testosterone measurement	\$89.95
84436	T4	\$10.50
84681	C-peptide level	\$94.50
84702	Beta-Human Chorionic Gonadotropin (BhCG)	\$89.60
85025	Automated Complete Blood Count (CBC)	\$25.75
85610	Acquired Thrombotic risk panel	\$27.00
85652	Automated erythrocyte sedimentation rate	\$17.33
86038	Antinuclear Antibodies	\$48.48
86618	Body Fluid Lyme Disease Assay	\$113.00
86803	Blood Hepatitis C Virus Antibody Assay	\$88.00
87621	Cervical Human Papilloma Virus (HPV)6+11+42+43	\$30.00
87624	Cervical Human Papilloma Virus (HPV)16+18+31	\$44.68
96110	Developmental Screen w/schoring & doc	\$63.00
99000	Lab Handling Fee	\$14.00
99429	Unlisted Preventive Medicine Survey	\$35.00
36415	Venipuncture	\$10.00

94010	Spirometry	\$34.12
94060	Spirometry – Bronchodilation responsive to	\$58.58
12001-7	Staple Insertion and Removal	\$275.64
MISCELLANEOUS CHARGES		
	Ace Bandage	\$1.00
	Cath insertion tray	\$3.00
	Irrigation	\$2.00
	Large Dressing	\$3.00
	Medium Dressing	\$3.00
	Small Dressing	\$2.00
	Sterile Tray	\$10.00
	Unspecified Materials	\$11.00
LU021	Complete Form	\$5.00
LU018	Copy Medical Record	Per GS 90-411

The above highlighted fees were added, reviewed, and approved by the Hyde County Board of Health on December 15, 2015.

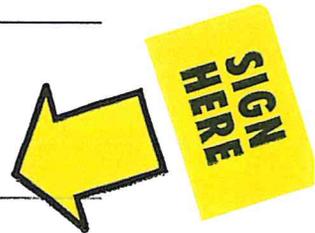
This Fee Schedule, effective January 4, 2015, was reviewed and approved by the Hyde County Board of Health on December 15, 2015.

Randy Hignite
 Randy Hignite, Chair, Hyde County Board of Health

12/15/15
 Date

 Earl Pugh, Jr., Chair, Hyde County Board of Commissioners

 Date



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

Meeting Date: February 1, 2016
Presenter: County Manager Bill Rich
Attachment: Yes

ITEM TITLE: DAVID'S TRASH

SUMMARY: Manager Rich will present update on the Solid Waste Services Agreement between the County and David's Trash Service, Inc.

RECOMMEND: Discussion.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

CONSENT TO ASSIGNMENT OF SOLID WASTE SERVICES AGREEMENT

Reference is made to a certain Solid Waste Services Agreement (the "Agreement") made as of November 7, 2011 between David's Trash Service, Inc., a North Carolina corporation (the "Company") and Hyde County, a political subdivision of the State of North Carolina (the "County").

The Agreement provides for the Company to provide certain services to the County, as set forth in the Agreement, for a five-year term beginning January 1, 2012.

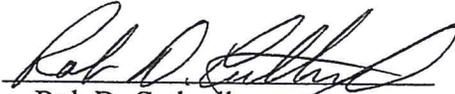
The Company has requested, in connection with the proposed sale of substantially all of its operating assets, that the County consent to the assignment to the proposed purchaser of such assets, that being DBBH, Inc., a North Carolina corporation (the "Assignee") of the remaining rights of the Company under the Agreement, and to the assumption by Assignee of the Company's remaining obligations to the County under the Agreement, and the County is willing to consent to such assignment and assumption.

By execution of this Consent, the County does hereby consent to such assignment and assumption, effective as of this 21 day of January, 2016.

WITNESS the following signatures:

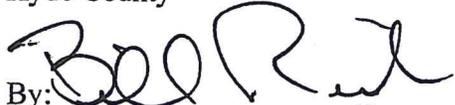
David's Trash Service, Inc.

By:


Rob D. Cuthrell

Hyde County

By:


Print Name: Bill Rich
Title: Hyde County Manager

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

Meeting Date: February 1, 2016
Presenter: Commissioner John Fletcher
Attachment: No

ITEM TITLE: COMMISSIONER CONCERNS

SUMMARY:

- a. Consideration of Noise Ordinance
- b. Location of Highway 12
- c. Expense of Duck Moving and Maintenance

RECOMMEND: Discussion.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

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

Meeting Date: February 1, 2016
Presenter: Manager Bill Rich
Attachment: Yes

ITEM TITLE: BUDGET MATTERS

SUMMARY: Departmental budget revisions and amendments will be presented by department managers for Board discussion and approval.

HEALTH

- BR22-16 – Environmental Health – Private Well Dept. Supplies**
- BR23-16 – Environmental Health – Private Well Dept. Supplies**
- BR24-16 – Project Direct Legacy – Dept. Supplies & Travel**
- BR25-16 – Communicable Disease – Contract Pharmacy**
- BR26-16 – Family Connects Program – Reduction in State Allocation**
- BR27-16 – CC4C – Travel for Nursing Home Visits**
- BR28-16 – Maternal Health – Reduction in Federal Maternal Health Block Grant to NC**
- BR29-16 – Healthy Communities – Travel & Advertising**
- BR30-16 – Triple P (Positive Parenting Program) – Increase NC DPH Funds**

RECOMMEND: Discussion and approve budget revisions and amendments.

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher

HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS

MEETING DATE 2/1/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"-" REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
22-16	Health	10-5760-3100	Env Health Food & Lodging Fuel		\$ 300.00
	Health	10-5950-0200	Env Health Private Well Dept Supplies	\$ 300.00	
				\$ 300.00	\$ 300.00
			This BR moves \$300 from EH F&L fuel line to EH Private Well department supplies. This does not increase the budget and no local funds are required.		

REQUESTED  DATE Feb 1 2016

APPROVED... CO MANAGER _____ CO COMMISSIONER-CHAIR _____ CLERK TO THE BOARD _____
ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS**

				MEETING DATE 2/1/2016	
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
23-16	Health	10-5760-3100	Env Health Food & Lodging Fuel		\$ 300.00
	Health	10-5950-0200	Env Health Private Well Dept Supplies	\$ 300.00	
				\$ 300.00	\$ 300.00
			This BR moves \$300 from EH F&L fuel line to EH Private Well department supplies. This does not increase the budget and no local funds are required.		

REQUESTED  DATE Feb 1 2016

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

ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS**

MEETING DATE 2/1/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
24-16	Health	10-5891-0200	Project Legacy - Salary		\$ 1,575.00
		10-5891-0500	Project Legacy - FICA		\$ 120.89
		10-5891-0600	Project Legacy - Ins		\$ 279.91
		10-5891-0700	Project Legacy - Ret		\$ 32.23
		10-5891-4500	Project Legacy - Walk Leaders		\$ 1,392.60
		10-5891-3300	Project Legacy - Dept Supplies	\$ 2,000.00	
		10-5891-1400	Project Legacy - Travel	\$ 1,400.63	
				\$ 3,400.63	\$ 3,400.63
				This BR moves all funds from salary and fringe to supplies and travel for use by the Project Direct Legacy community group in their work toward chronic disease prevention. This does not increase the budget and no local funds are required.	

REQUESTED  DATE Feb 1 2016

APPROVED... CO MANAGER _____ CO COMMISSIONER-CHAIR _____ CLERK TO THE BOARD _____
 ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS

MEETING DATE 2/1/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
25-16	Health	10-5850-4503	Comm Disease - Contract Lab Testing		\$ 400.00
		10-2600-0004-26	Medicaid Escrow (Reserve Revenue)		\$ 400.00
		10-5850-4502	Comm Disease - Contract Pharmacy	\$ 800.00	
				\$ 800.00	\$ 800.00
			This BR moves funds from contract lab testing line and Health Programs Reserve to Communicable Disease contract pharmacy for contract pharmacist to Health Department. This does not increase the budget and no local funds are required.		

REQUESTED  DATE Feb 1 2016

APPROVED... CO MANAGER _____ CO COMMISSIONER-CHAIR _____ CLERK TO THE BOARD _____
ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS**

MEETING DATE 2/1/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
26-16	Health	10-3480-0055	Family Connects - Revenue - State	\$ 9,041.00	
		10-5832-1400	Family Connects - Travel		\$ 8,000.00
		10-5832-9800	Family Connects - Training		\$ 800.00
		10-5832-0200	Family Connects - Salary		\$ 200.00
		10-5832-0500	Family Connects - FICA		\$ 15.30
		10-5832-0600	Family Connects - Ins		\$ 11.36
		10-5832-0700	Family Connects - Ret		\$ 14.34
				\$ 9,041.00	\$ 9,041.00
				This BR reduces the budget for the Family Connects program due to reduction in state allocation. This decreases the budget.	

REQUESTED  DATE Feb 1 2016

APPROVED... CO MANAGER _____ CO COMMISSIONER-CHAIR _____ CLERK TO THE BOARD _____
 ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS

MEETING DATE 2/1/2016					
				"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
27-16	Health	10-2600-0004-26	Health Programs Reserve		\$ 150.00
		10-5860-1400	CC4C - Travel	\$ 150.00	
				\$ 150.00	\$ 150.00
			This BR moves funds from Health Programs revenue reserve to CC4C Travel to allow for needed nursing home visits in this program. This does increase the budget, health programs revenues are used.		

REQUESTED  DATE Feb 1 2016

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

ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS

MEETING DATE 2/1/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"+ " REV BUDGET	"- " REV BUDGET
				DEBIT	CREDIT
28-16	Health	10-5820-0200	Maternal Health - Salary		\$ 900.00
		10-5820-0500	Maternal Health - FICA		\$ 68.85
		10-5820-0600	Maternal Health - Ins		\$ 77.40
		10-5820-0700	Maternal Health - Ret		\$ 64.53
		10-5820-4504	Maternal Health - Contract Interpreter		\$ 72.22
		10-3480-0012	Maternal Health	\$ 1,183.00	
				\$ 1,183.00	\$ 1,183.00
			This BR reduces the budget for Maternal Health due to a reduction in the source of funding - Federal Maternal Health Block Grant to NC. This reduces the budget.		

REQUESTED  DATE Feb 1 2016

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

ENTERED LEDGER/DATE _____

**HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS**

MEETING DATE 2/1/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
29-16	Health	10-5830-0019	Healthy Communities		\$ 4,160.00
		10-5830-1400	Healthy Communities - Travel	\$ 2,610.00	
		10-5830-2600	Healthy Communities - Advertising	\$ 2,500.00	
		10-5830-1200	Healthy Communities - Postage		\$ 550.00
		10-5830-4503	Healthy Communities - Health Fair		\$ 400.00
				\$ 5,110.00	\$ 5,110.00
			This BR increases the budget for Health Communities due to an increase in NC DPH disbursement of funds for this program. This increases the budget due to increased revenue. Also, funds are being moved from Postage and Health Fair as they are not needed for those purposes and moved to advertising for the Overdose Prevention work ongoing.		

REQUESTED  DATE Feb 1 2016

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

ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2015/2016 BUDGET REVISIONS

MEETING DATE 2/1/2016					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
30-16	Health	10-3480.0053	Triple P (Positive Parenting Program)		\$ 33,020.00
		10-5831-9800	Triple P - Training	\$ 33,020.00	
				\$ 33,020.00	\$ 33,020.00
			This BR increases the budget for the Triple P program due to an increase in NC DPH disbursement of funds for this program. This increases the budget due to increased revenue.		

REQUESTED  DATE Feb 1 2016

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

ENTERED LEDGER/DATE _____

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

Meeting Date: February 1, 2016
Presenter: Chairman, Vice-Chair, Commissioners and Manager
Attachment: No

ITEM TITLE: MANAGEMENT REPORTS

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

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

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

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

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher

Manager's Calendar (January 2016)

F	1	NEW YEAR'S DAY
S	2	
S	3	
M	4	Engelhard Tour with Chairman Pugh and Commissioner Simmons Board of Commissioners Meeting
T	5	POD Exercise at MECHS with Melissa Sadler and Misty Gibbs and Staff Volunteers
W	6	Community Garden Meeting with Sheriff Cahoon, Will and Kris
TH	7	BHM Library-Davis Building Meeting with Hannah Easley and Gail Blake, Dr. Latimore and Tammy Sadler, Commissioner Tunnell, R. S. Spencer and Clair Baum Personnel Policy Meeting Met with Traveler's Insurance Representative and Corrinne Gibbs
F	8	Ocracoke Ferry to Hatteras ???? Meeting
S	9	
S	10	
M	11	Met with Dr. Latimore on Ocracoke Ferry Meeting
T	12	Red Wolf Meeting with USFW Dr. Becky Harrison, Commissioner Pugh, Lynn Clayton, Marco Gibbs, Rodney Glass, ??? Armstrong (2), ??? Budget Meeting with Corrinne Gibbs
W	13	Budget Planning Meeting with Corrinne Gibbs Met with Rob Cuthrell, David's Trash and Commissioner Pugh, Clint Berry and James Blount OCBA Meeting via Conference Call
TH	14	KBR Grant Meeting in Greenville Met with County Attorney Fred Holscher
F	15	
S	16	
S	17	
M	18	MARTIN LUTHER KING, JR. DAY Transportation Meeting on Ocracoke
T	19	Toured Swan Quarter VFD with Commissioner Pugh
W	20	
TH	21	
F	22	Airport
S	23	
S	24	John Torbett and Representatives
M	25	Transportation Meeting on Mainland Growing Hyde "Cultivating Economic Opportunities for the Future"
T	26	
W	27	Safety Committee Meeting NC Community Foundation Meeting in Elizabeth City
TH	28	Ocracoke Office Hours
F	29	
S	30	
S	31	

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: February 1, 2016
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

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

RECOMMEND: Receive comments.

Department Reports

2014 2015

Mainland Ocracoke Mainland Ocracoke

No. Permits Issued

Residential:	1	0	1	1
Commercial:	0	0	0	1
Other:	7	14	5	1

Inspections

Mainland Ocracoke Mainland Ocracoke

Site Visits	3	8	4	10	Site Visits
Investigations	0	2	1	0	Investigations
Inspections	29	19	18	24	Inspections
Conferences	2	5	0	2	Conferences
ODO/Plan Reviews	4	0	4	1	ODO/Plan Reviews
School	0	0	2	0	School
ODO Meeting	0	1	0	0	ODO Meeting

Miles Driven:

Fees Collected from January 2013 to December 2013 \$ 32,158.57 January 2014 to December 2014 \$ 38,400.03 January 2015 to December 2015 \$ 26,013.15

Fees Collected since July 1, 2015 \$ 20,456.20

Fees Collected this Month \$ 2,359.22

July 01, 2015 to June 30, 2016

Building Permit Fees Collected

Inspection Fees Collected

Penalties Collected

County Projection for 2015/2016

					Over/Under
	\$	12,000.00	\$	8,006.76	\$ 3,993.24
	\$	15,000.00	\$	9,381.60	\$ 5,618.40
	\$	1,000.00	\$	35.00	\$ 965.00

Human Resources Department Report – January 2016:

- Verified information for vacation/sick leave for employees
- Completed monthly payroll
- Compiled and completed the quarterly payroll reports (941, NC-5Q, ESC)
- Balanced, processed and distributed W-2's
- Processed employee 1095-C's (ACA reporting)
- Completed and processed monthly vouchers to pay employees' insurances, tax garnishments, child support payments, retirement, etc.
- Daily Tasks - Assisted employees as necessary concerning hours worked, salary, insurance, benefits, retirement, deposit changes, etc.
- Enrolled two new full-time employees and three part-time employees
- Completed and posted the OSHA form 300A (Annual Worker's Compensation Report)
- Participated in the Community Gardens Meeting
- Generated the Human Resources employee newsletter
- Met with the Personnel Policy committee and continued revising the County's Personnel Policy
- Coordinated Prudential representative, George Davis, meeting with County employees on Ocracoke
- Participated in the Hyde County Health Department's point of dispensing (POD) exercise

Respectively submitted,

Tammy Blake

Hyde County DSS Programs
 Month of December 2015

Income Maintenance Programs	Active Cases	Applications Processed	Reviews/Redetermination	Other Changes
Medicaid	875	19	94	32
Long Term Care MAA & MAD	49	1		
Food Stamps	552	32	41	9
Work First	13	0	0	
Total				
Medicaid Transportation Program	Transported	Gas	Vouchers	Active Cases
Medicaid	26	62	1	291
Dialysis	0	0	0	0
Title III	4	15	0	51
Total	30	77	1	342
				108
Child Protected Services	Reports	Ongoing	Unsubstantiated	Screened out
	8	3	3	2
Adult Services (Ongoing)	Active CAP Cases	SA In Home		
	12	5		
Crisis Intervention	Applications Taken	Approved	Denied	
	7	5	2	
Medication Assistance	Applications Taken	Approved	Denied	
	3			
Daycare Services	Mainland	Ocracoke	out of county	
Cases	1	0	1	
Children	4	0	2	

Reviews/Redetermination processed monthly
 Cap cases have daily, weekly and monthly contacts
 Reviews done every six months

Hyde County DSS Programs
 Month of December 2015

	Requested	Approved	Denied	Assistance from other Sources
Fishing License	4	4		
Christmas Cheer	35	21		14
LIEAP	106	92		14

Reviews/Redetermination processed monthly
 Cap cases have daily, weekly and monthly contacts
 Reviews done every six months

**HYDE COUNTY
CHILD SUPPORT UNIT
FY 2015-2016
STATISTICAL REPORT**

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD Totals	FY 2014-2015
total caseload	187	185	187	186	185	182								
ESTABLISHMENT														
paternity tests performed	0	0	0	0	0	0							0	0
ENFORCEMENT														
Income withholding collections	\$12,246	\$13,248	\$13,049	\$11,648	\$13,844	\$13,128							\$77,162	\$162,003
interstate collections	\$1,492	\$1,533	\$2,025	\$2,230	\$1,675	\$1,766							\$10,740	\$30,448
court collections	\$950	\$1,410	\$2,160	\$823	\$1,500	\$1,200							\$8,043	\$15,620
tax intercept collections	\$266	\$0	\$701	\$254	\$0	\$0							\$1,221	\$38,822
unemployment insurance collections	\$320	\$130	\$0	\$0	\$0	\$0							\$450	\$3,332
incentive collections*	\$0	\$0	\$147	\$186	\$484	\$402							\$1,219	\$8,078
IV-E foster care collections	\$0	\$0	\$778	\$991	\$778	\$378							\$2,926	\$800
total collections	\$19,761	\$21,422	\$23,389	\$21,775	\$21,357	\$21,701							\$129,406	\$313,060
customers serviced while in the local office	0	2	6	7	2	2							19	35

*incentives consist of: TANF Share, IV-E Share, SFHF Share, Incentive, Settlement funds, Tax Intercept Fees, Paternity Test Fees, and Legal Fees

**Child Support Services
Services and Activities Report
For the period
January, 2016**

The Child Support Unit has experienced a drastic change in staff within the past twelve months. We have four new staff persons and one more to come on board shortly. With those changes the unit is expected to slip slightly in its statistics, regarding Self-Assessment scores and overall program performance, as each new member learns their functions and duties to keep the program at top level.

The self-assessment scores have dropped slightly in the areas of Establishment and Interstate, which are the two newest positions. With that being said, the drop is not significant, and the workers are quickly learning their duties in those positions. One other factor to note is that once a case is reviewed for self assessment, even if it fails, it remains on the report for twelve months and does not change to pass. It will always remain as a failure on the report until the twelve months are up. With that being said, the self-assessment report is being used as a learning tool for the supervisor to review areas that need improvement for the new workers. Some corrective measures include a simple coding change in the ACTS system. This report will make it easier to target the areas that need improvement, as there is a breakdown available for why the case failed. This information allows the supervisor to review the common failure areas and work on those areas with new staff.

Being a small county also presents issues to passing this report, especially in the area of Establishment. Specifically because there are fewer cases to pull from for review, therefore it will not take as many failures to drop the pass percentage below 75%, which is the benchmark for all counties. In other words, Wake county may have 1,200 cases pulled, can fail 300 of those cases and still pass with 75%, whereas Washington County can have 25 cases pulled, fail 7 and not pass, as that would be less than 75%.

Below you will find a comparison of self assessment scores for July 2015 and December 2015. You will note all scores fluctuate, and again the size of the county significantly affects the results.

Federal Standards		75.00%	75.00%	90.00%	75.00%	75.00%	75.00%	75.00%
Report Month	County	Enforcement	Establishment	Expedited Process 12 Month	Expedited Process 6 Month	Interstate	Review and Adjustment Inclusive	Review and Adjustment Needed
July	WASHINGTON	84.38	78.13	90.00	90.00	90.00	98.54	90.91
Dec	WASHINGTON	80.45	68.54	93.33	93.33	55.00	96.82	77.27

Informational Items



**RESOLUTION SUPPORTING PREVENTION PARTNERS
STATEWIDE WELLNESS INITIATIVE**

WHEREAS North Carolina counties strive to create a healthy workforce environment for county employees; and

WHEREAS North Carolina counties are responsible for providing public health services to citizens; and

WHEREAS Prevention Partners builds healthier communities through a suite of products that guide schools, workplaces, hospitals and clinics to address the leading causes of preventable disease, such as tobacco use, poor nutrition, physical inactivity and obesity; and

WHEREAS The Healthy Together NC campaign draws on a broad partnership crossing the public and private sectors to bring workplace health and wellness to hospitals, businesses, schools, government agencies, nonprofits, universities and more; and

WHEREAS Prevention Partners has set a goal to build healthy workplaces across sectors in at least 10 organizations in all 100 counties of North Carolina by the year 2025; and

WHEREAS improving the health of citizens will help counties by reducing costs for providing public health services; and

WHEREAS former NCACC President Kenneth Edge, of Cumberland County, initiated the Healthy Living Presidential Taskforce in an effort to bring greater awareness to healthy living and wellness activities; and

WHEREAS the NCACC has had a long history of promoting healthy living and wellness programs;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the North Carolina Association of County Commissioners that it does hereby express its support for the Healthy Together NC campaign; and

BE IT FURTHER RESOLVED that a copy of this resolution is sent to all 100 counties with encouragement for each county to become a healthy workplace.

ADOPTED, this 13th day of January, 2016 by the Board of Directors of the North Carolina Association of County Commissioners:



RESOLUTION SUPPORTING CONNECT NC BOND ACT

WHEREAS North Carolina and its counties have a mutual desire to improve and enhance the quality of life for all of our state's citizens; and

WHEREAS the North Carolina Community College System is in need of new and renovated facilities to educate and prepare students and workers for the 21st century for the purpose of enhancing the economic attractiveness of the State; and

WHEREAS Clean water and sewer systems are essential to attract new and strengthen existing industry and to provide for the needs of the State and its growing population; and

WHEREAS having parks and public facilities accessible to children and veterans with disabilities is essential to improving the quality of life for our most vulnerable citizens; and

WHEREAS financing these costs through a bond is the most economical and affordable way to address these infrastructure needs; and

WHEREAS the Connect NC Bond Act will provide funding for many critical needs facing North Carolina that will improve and enhance the quality of life in our counties;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the North Carolina Association of County Commissioners that it does hereby express its support for the Connect NC Bond Act; and

BE IT FURTHER RESOLVED that a copy of this resolution is sent to all 100 counties with encouragement for each county to adopt a similar resolution; and

BE IT FURTHER RESOLVED that copies of this resolution are transmitted to the members of the General Assembly and to Governor Pat McCrory to let them know of our support for this issue.

ADOPTED, this 13th day of January, 2016 by the Board of Directors of the North Carolina Association of County Commissioners:

Glen T. Webb II, President



COUNTY OF CURRITUCK

A Resolution of the Currituck County Board of Commissioners in Support of North Carolina Governor Pat McCrory's Connect NC Bond Proposals

WHEREAS, Governor Pat McCrory has proposed a \$2.85 billion bond initiative intended to connect North Carolina cities and towns in the 21st century by building roads, upgrading technology, constructing and improving educational facilities, enhancing medical services, supporting our military installations, improving parks and recreational facilities, and building and improving port and rail infrastructure; and

WHEREAS, these strategic investments, as proposed, are designed to benefit every community across this great State and will create jobs and improve the quality of life and environment for every North Carolinian; and

WHEREAS, because of North Carolina's fiscal strength and strong balance sheet, no tax increase will be required to fund these bonds, and in addition, the State's Triple A bond rating will be preserved; and

WHEREAS, by not addressing our serious infrastructure deficiencies now, our State will lose its ability to compete in the future, interest rates will go up, costs to taxpayers will increase, congestion will worsen and jobs will not expand at the rate needed to sustain a healthy and vibrant North Carolina; and

WHEREAS, the citizens of North Carolina must be allowed to make the important decision of investing in the opportunities provided to our future generations through the Connect NC bond initiative.

NOW, THEREFORE BE IT RESOLVED that the Currituck County Board of Commissioners supports Governor McCrory's Connect NC bond initiative and encourages the General Assembly to allow North Carolina's citizens to vote on this critical bond proposal to ensure North Carolina's future on the global stage.

ADOPTED, this the 18th day of May, 2015.

Attest:


Leeann Walton, Clerk to the Board


S. Paul O'Neal, Chairman





RESOLUTION BY THE GATES COUNTY BOARD OF COMMISSIONERS IN SUPPORT OF NORTH CAROLINA GOVERNOR PAT MCCRORY'S CONNECT NC BOND PROPOSAL

WHEREAS, Governor Pat McCrory has proposed a \$2.85 billion bond initiative intended to connect North Carolina cities and towns in the 21st century by building roads, upgrading technology, constructing and improving educational facilities, enhancing medical services, supporting our military installations, improving parks and recreational facilities, and building and improving port and rail infrastructure; and

WHEREAS, the Gates County Board of Commissioners supports the proposed 28 State Park Projects in 30 different counties. North Carolina State Parks welcomed almost 15.6 million visitors in 2014 and continue to be ranked and recognized as one of the best State Parks in the United States; and

WHEREAS, Merchants Millpond State Park would receive \$1,161,000 in much needed upgrades to campground facilities. These upgrades will create additional tent sites as well as upgrade RV-friendly sites to help increase the number of tourist visiting Gates County; and

WHEREAS, Gates County does not have the capital funds available at this time to support these vital projects; and

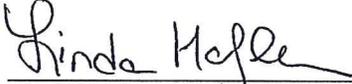
WHEREAS, because of North Carolina's fiscal strength and strong balance sheet, no tax increase will be required to fund these bonds, and in addition, the State's Triple A bond rating will be preserved; and

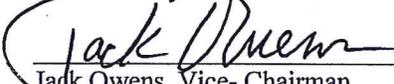
WHEREAS, the Gates County Board of Commissioners believe in the right of the citizens of Gates County and of North Carolina to decide in November 2015 if they support such an initiative; and

NOW, THEREFORE BE IT RESOLVED that the Gates County Board of Commissioners urge the local legislative delegation to vote for allowing the bond referendum known as Connect NC to be placed on the ballot in November 2015.

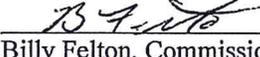
Adopted this the 5th day of August, 2015.

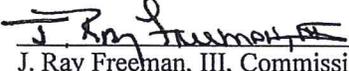



Linda Hofler, Chairman
Gates County Board of Commissioners


Jack Owens, Vice- Chairman
Gates County Board of Commissioners


Henry Jordan, Commissioner
Gates County Board of Commissioners


Billy Felton, Commissioner
Gates County Board of Commissioners


J. Ray Freeman, III, Commissioner
Gates County Board of Commissioners

Lois Stotesberry

From: Bill Rich <brich@hydecourtnc.gov>
Sent: Tuesday, January 26, 2016 7:22 PM
To: 'Lois Stotesberry'
Subject: RE: [countyclerks] Strategic Planning for Elected Officials on March 11, 2016

Please include as an informational item for them. Thanks.

Bill

From: Lois Stotesberry [<mailto:lstotesberry@hydecourtnc.gov>]
Sent: Tuesday, January 26, 2016 4:33 PM
To: County Manager Bill Rich
Subject: FW: [countyclerks] Strategic Planning for Elected Officials on March 11, 2016

Is this something you would like sent to the Commissioners?

*Lois Stotesberry, CMC, NCCCC
Administrative Assistant/ Clerk to the Board of Commissioners
County of Hyde, PO Box 188, 30 Oyster Creek Road, Swan Quarter, NC 27885
Tel: 252-926-4178 Fax 252-926-3701 E-mail: lstotesberry@hydecourtnc.gov*

From: SOG Announcements [<mailto:announcements@sog.unc.edu>]
Sent: Tuesday, January 26, 2016 3:41 PM
To: County Clerks in North Carolina
Subject: [countyclerks] Strategic Planning for Elected Officials on March 11, 2016

STRATEGIC PLANNING FOR ELECTED OFFICIALS

March 11, 2016 - Chapel Hill

This one-day interactive workshop provides local elected officials an opportunity to walk through a cycle of strategic planning, implementation, and evaluation.

Participants will identify how components of planning and evaluation link together, clarify roles and responsibilities for each step in the process, and begin outlining what they would like to accomplish in their own planning, performance measurement, budgeting, and evaluation processes.

Program Topics:

- Establishing goals
- Moving from goals to action
- Managing performance
- Evaluating results

Who Should Attend: This focused, practical course is designed for new and experienced municipal council members and county commissioners. Other members of your governing team, including your manager, assistant manager, budget director, and clerk, are welcome to attend.

Registration: To register online or to view hotel and agenda information, visit sog.unc.edu/courses/strategic-planning-elected-officials.

Faculty Coordinator: Lydian Altman, Director, Strategic Public Leadership Initiative

For more information: Contact Lisa Sheffield, program manager, at sheffield@sog.unc.edu or 919.962.3464.