

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: May 2, 2016
Presenter: Commissioner John Fletcher
Attachment: Yes

ITEM TITLE: Appointments - Ocracoke Development Ordinance Board of Adjustments

SUMMARY: December 7, 2015

Commissioner Fletcher reported Chairman Jim Borland resigned his position with the ODO Board of Adjustments, effective October 15, 2015.

Commissioner Fletcher moved to appoint Wayne Clark to serve a three year term on the Ocracoke Development Ordinance Board of Adjustments. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Fletcher, Simmons, and Swindell; Nays – None; Absent or not voting – Tunnell.

January 4, 2016

Commissioner Fletcher recommended nominees for appointment to the ODO Board of Adjustments and set terms to be staggered at three (3) years, two (2) years and one (1) year terms.

Commissioner Fletcher moved to appoint 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. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Fletcher, Tunnell, Simmons, and Swindell; Nays – None; Absent or not voting – None.

February 1, 2016

Commissioner Fletcher moved to appoint Marty Baumgaertel and Edwardo Perez to serve one year terms on the Ocracoke Development Ordinance Board of Adjustments. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Fletcher, Tunnell, Simmons, and Swindell; Nays – None; Absent or not voting – None.

Mr. Edwardo Perez declined this appointment.

March 7, 2016

Commissioner Fletcher tabled appointment(s) to the ODO Board of Adjustments.

At this time one 3-year, one 2-year and one 1-year term are vacant. Positions on the Board (Chairman, Vice-chairman, Secretary) need to be assigned.

RECOMMEND: Appoint.

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			
VACANCY		3 yrs.				
Daphne Bennick P.O. Box 354 Ocracoke, NC 27960	01/04/2016	2 yrs.	01/04/2018			
VACANCY		2 yrs.				
Marty Baumgaertel P.O. Box 911 Ocracoke, NC 27960	02/01/2016	1 yr.	02/01/2017			
VACANCY		1 yr.				
Edwardo Perez	02/01/2016	1-yr.	02/01/2017	Declined Appointment		
William (Bill) Monticone, Vice Chairman P.O. Box 697 Ocracoke, NC 27960 252-928-6306	06/30/2014	1-yr.		01/04/2016	2-yr.	01/04/2018 Resigned 02-05-2016
Elizabeth Chamberlin, Secretary		3-yr.	06/30/2013			
Tim Fields			06/30/2012			
Dale Mutro		3-yr.	06/30/2013			
Jim Borland, 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: May 2, 2016
Presenter: Commissioner John Fletcher
Attachment: Yes

ITEM TITLE: OCRACOKE PLANNING ADVISORY BOARD

SUMMARY: Commissioner Fletcher will present request for appointment(s) to the Ocracoke Planning Advisory Board.

RECOMMEND: Appoint.

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 Planning Advisory Board

Scheduled Meetings:

2nd Thursday (monthly)

	Appointed	Term	Expires	Re-Appointed	Appointed	Term	Expires
Bill Rich, Chairman Ocracoke, NC 27960	03/21/2014	3-yr.	06/30/2014	resigned			
Archie (Corkey) P. Pentz, Chairman P.O. Box 116 Ocracoke, NC 27960	03/04/2013		06/30/2014	(complete term of Bill Rich)			
Jerry Midgett P.O. Box 406 Ocracoke, NC 27960	06/03/2013	?					
Leslie "Butch" Bryan P.O. Box 426 Ocracoke, NC 27960	06/03/2013	?					
Thomas Payne P.O. Box 1599 Ocracoke, NC 27960	06/03/2013	?					
Benjamin Arden Ocracoke, NC 27960	04/07/2014	?					
Amy Srail Johnson Ocracoke, NC 27960	03/21/2011	3 yrs.	06/30/2014				
B. J. Oelschlegel Ocracoke, NC 27960	03/21/2011	?					
Kirby Vanlandingham Ocracoke, NC 27960	03/21/2011	?					
Sharon O'Neal Justice P.O. Box 384 Ocracoke, NC 27960	03/04/2013	2 yrs.	03/04/2015				
Jennifer Esham P.O. Box 142 Ocracoke, NC 27960	03/21/2014	2-yr.	06/30/2013				
Tom Pahl P.O. Box 1056 Ocracoke, NC 27960	03/21/2014	2-yr.	06/30/2013				
Keith Parker-Lowe P.O. Box 730 Ocracoke, NC 27960	03/21/2014	2-yr.	06/30/2013				

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: May 2, 2016
Presenter: Lisa Woolard, Beaufort/Hyde Partnership for Children (BHPC)
Attachment: None

ITEM TITLE: Appoint Laurie Potter, Hyde County DSS Director, to the Beaufort/Hyde Partnership for Children Board

SUMMARY: With the departure of David Howard, Hyde County Health Director, the BHPC is requesting that Laurie Potter be appointed to serve as the Hyde County Government representative for at least the remainder of Howard's term. His term ends June 30, 2017. The Partnership Board and staff would like to thank David for his 15 months of service to the children and families of Hyde and Beaufort Counties and present him with a Paint the Town Blue t-shirt as a thank you gift.

RECOMMEND: Adopt.

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: May 2, 2016
Presenter: David Howard, Health Director
Attachments: (1) Section 17 – Hyde County Personnel Policies
(2) G.S. 130A-40 Appointment of Local Health Director

ITEM TITLE: Appointment of Interim Health Director

SUMMARY: David Howard submitted his resignation as Health Director for Hyde County. At their quarterly meeting on April 26, 2016, the Hyde County Board of Health appointed Luana Gibbs, RN, Director of Nursing, as Interim Health Director, effective May 4, 2016. Ms. Gibbs will serve as Interim Health Director for a period of two months. For the duration of the Interim Assignment, Ms. Gibbs shall receive a pay adjustment in the amount of 15% stipend of her salary.

RECOMMEND: APPROVE THE APPOINTMENT OF LUANA GIBBS AS INTERIM HEALTH DIRECTOR FOR HYDE COUNTY, EFFECTIVE MAY 4, 2016, FOR A PERIOD OF TWO MONTHS WITH A SALARY ADJUSTMENT IN THE AMOUNT OF 15% STIPEND OF HER SALARY.

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

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

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

Hyde County Personnel Policies

Section 17. Pay for Interim Assignment in a Higher Level Classification

An employee who is formally designated for a period of at least one month to perform the duties of a job that is assigned to a higher salary grade than that of the employee's regular classification shall receive an increase for the duration of the interim assignment. The employee shall receive a salary adjustment to the entry level (Hiring rate) of the job in which the employee is acting or an increase of 10%. Criteria involved in determining the amount of compensation shall include:

- a) the difference between the existing job and that being filled on a temporary basis, and
- b) the degree to which the employee is expected to fulfill all the duties of the temporary assignment.

The salary increase shall be temporary and the employee shall go back to the salary he or she would have had if not assigned to the acting role upon completion of the assignment.

From: Saved by Windows Internet Explorer 8
Sent: Wednesday, September 24, 2014 5:08 PM
Subject: GS_130A-40

§ 130A-40. Appointment of local health director.

(a) A local board of health, after consulting with the appropriate county board or boards of commissioners, shall appoint a local health director. All persons who are appointed to the position of local health director on or after January 1, 1992, must possess minimum education and experience requirements for that position, as follows:

- (1) A medical doctorate; or
- (2) A masters degree in Public Health Administration, and at least one year of employment experience in health programs or health services; or
- (3) A masters degree in a public health discipline other than public health administration, and at least three years of employment experience in health programs or health services; or
- (4) A masters degree in public administration, and at least two years of experience in health programs or health services; or
- (5) A masters degree in a field related to public health, and at least three years of experience in health programs or health services; or
- (6) A bachelors degree in public health administration or public administration and at least three years of experience in health programs or health services.

(b) Before appointing a person to the position of local health director under subsection (a)(5) of this section, the local board of health shall forward the application and other pertinent materials of such candidate to the State Health Director. If the State Health Director determines that the candidate's masters degree is in a field not related to public health, the State Health Director shall so notify the local board of health in writing within 15 days of the State Health Director's receipt of the application and materials, and such candidate shall be deemed not to meet the education requirements of subsection (a)(5) of this section. If the State Health Director fails to act upon the application within 15 days of receipt of the application and materials from the local board of health, the application shall be deemed approved with respect to the education requirements of subsection (a)(5) of this section, and the local board of health may proceed with appointment process.

(c) The State Health Director shall review requests of educational institutions to determine whether a particular masters degree offered by the requesting institution is related to public health for the purposes of subsection (a)(5) of this section. The State Health Director shall act upon such requests within 90 days of receipt of the request and pertinent materials from the institution, and shall notify the institution of its determination in writing within the 90-day review period. If the State Health Director determines that an institution's particular masters degree is not related to public health, the State Health Director shall include the reasons therefor in his written determination to the institution.

(d) When a local board of health fails to appoint a local health director within 60 days of the creation of a vacancy, the State Health Director may appoint a local health director to serve until the local board of health appoints a local health director in accordance with this section. (1957, c. 1357, s. 1; 1973, c. 152; c. 476, s. 128; 1983, c. 891, s. 2; 1983 (Reg. Sess., 1984), c. 1034, s. 75; 1991, c. 612.)

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

Meeting Date: May 2, 2016
Presenter: County Manager Bill Rich
Attachment: Yes

ITEM TITLE: INTERLOCAL AGREEMENT - RECC

SUMMARY: County Manager Rich will present for Board approval:

“INTERLOCAL AGREEMENT – REGIONAL EMERGENCY COMMUNICATIONS CENTER”

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

INTERLOCAL AGREEMENT

REGIONAL EMERGENCY COMMUNICATIONS CENTER

This Agreement made and entered this the ____ day of _____ 2016, by and between Dare County (Dare) Tyrrell County (Tyrrell) and Hyde County (Hyde), each a body politic and corporate of the State of North Carolina hereinafter referred to collectively as the “counties”.

WITNESSETH

WHEREAS, the counties currently provide public safety communications services for their respective citizens;

WHEREAS, the counties recognize the benefits of consolidating public safety communications to save costs and comply with proposed North Carolina Rules for PSAP Operations and Management 09 NCAC 06C.0207(c)(2) that would require a minimum of two Telecommunicators at all times to immediately receive and process emergency 9-1-1 calls and Rules for PSAP facilities 09 NCAC 06C.0280(a)(4) that would require every PSAP to maintain a Backup PSAP;

WHEREAS, it would be cost prohibitive for Tyrrell and Hyde to comply with Proposed Rule 09NCAC 06C.0207(c)(2);

WHEREAS, none of counties maintains a Backup PSAP in accordance with Proposed Rule 09NCAC 06C.0280(a)(4);

WHEREAS, consolidating public safety communications would allow counties to comply with all proposed rules by sharing facilities and resources and would result in additional operational and capital benefits to all;

WHEREAS, the counties desire to operate a combined public safety communications system, including a Primary PSAP, to be hereafter known as Dare Tyrrell Hyde Regional Emergency Communications Center (DTHRECC) and a Backup PSAP as may be required;

WHEREAS, the establishment and maintenance of such PSAP will be of substantial benefit to the citizens of the undersigned governmental jurisdictions and the public in general;

NOW THEREFORE, in consideration of the mutual terms, covenants and conditions set forth herein, it is hereby agreed and covenanted among the undersigned as follows:

1.0 **PURPOSE:** The purpose of this Interlocal Agreement is to establish the DTHRECC and Backup PSAP that may be required, and contains the following objectives:

1.1 To express the support of the counties for the consolidation.

- 1.2 To clearly state the roles each county will play in the consolidated PSAP.
- 1.3 To set the goal of complying with Proposed Rules 09 NCAC 06.0207(c)(2) and 09 NCAC 06C.0280(a)(4).
- 1.4 To provide for an advisory committee to represent the interests of the Counties for the purposes of the Consolidation.

2.0 **DEFINITIONS:** As used in this agreement, the following words and phrases shall have the meanings indicated, unless the context clearly requires otherwise:

- 2.1 "PSAP" (Public Safety Answering Point) shall mean an emergency communications facility that receives 9-1-1 calls or data directly from citizens and other 9-1-1 callers and dispatches first responders in response to such calls.
- 2.2 "Other Services" shall mean services related to emergency services or Jurisdictional communications provision, such as administrative call-taking.
- 2.3 "Counties" shall mean Counties of Dare, Tyrrell and Hyde, North Carolina.
- 2.4 "Participants" shall mean the parties to this Agreement and such other entities as become parties in the future.
- 2.5 Consolidated service area shall mean the geographical boundaries of Counties and any areas served by mutual aid agreements.
- 2.6 DTHRECC shall Dare Tyrrell Hyde Regional Emergency Communications Center, located in Dare County, operated by Dare County and consisting of the consolidated Dare, Tyrrell and Hyde County emergency communication systems.

3.0 **ORGANIZATIONAL OBJECTIVES:**

- 3.1 To promote the health, safety and general welfare of the citizens throughout the Consolidated Service Area. To that end, the parties wish to continually improve procedural efficiency and technical capabilities of emergency call-taking, emergency call processing, and all emergency response communications.
- 3.2 To save lives by improved call processing time that can reduce overall response times to emergency incidents.
- 3.3 To improve safety to emergency responders.
- 3.4 To effectively receive calls for routine and emergency assistance, based on structured call in-take protocols, and coordinate response resources to those calls for service based on the needs of the caller and the direction of field response agencies.
- 3.5 To provide the most positive environment for long-term development of PSAP staff, provision of services to user agencies and the community, and provide the most stable, long-term political environment.
- 3.6 To provide all participating agencies with a single contact point for the notification of emergencies and receipt of emergency assistance requests, and for the control of coordinated dispatch for law enforcement, fire and EMS.

- 3.7 To bring about increased efficiencies and coordination of communications and emergency response services, including the use of the National Incident Management System and the National Response Plan. These communications improvements are intended to impact emergency response for all types of scenarios that are generally broken into three categories:
 - A. Emergencies that occur daily in the community: crimes, fires and medical emergencies.
 - B. Local, small-scale disasters, such as a school bus accident.
 - C. Large-scale and/or national level disasters, such as terrorist's attacks or natural disasters.
 - 3.8 To provide the public and field personnel agencies with highly trained, certified and/or credentialed 9-1-1 employees who strive to provide the best service possible to all parties involved.
 - 3.9 To set the goals of 1) meeting NFPA's 1121 standards, 2) pursuing National Emergency Dispatch (EMD/EPD/EPD) standards for accreditation and attaining this accreditation, 3) protecting or improving ISO ratings for fire agencies.
 - 3.10 To provide funding to ensure the appropriate level of service to all parties involved as defined by user agencies by establishing funding mechanisms and defining the budget process for the center.
 - 3.11 To establish service levels and operational criteria based on the levels already in place within user agencies.
 - 3.12 To provide a mechanism for the addition or withdrawal of parties to this Interlocal Agreement.
- 4.0 **FACILITIES:** Dare County will construct and operate a facility for the purpose of receiving and dispatching calls for DTHRECC. Dare County shall, if required, provide a backup PSAP for the DTHRECC. The primary DTHRECC facility and the backup PSAP, will each be owned by Dare County, operated by Dare County and located in Dare County. DTHRECC shall receive E-911 calls from the counties which are parties to this agreement in the order received and will dispatch such calls as required by applicable protocols without consideration of the county of origin.
- 5.0 **TRANSITION AND MIGRATION:** The parties agree to cooperate in the many complex aspects of transitioning into the Consolidated DTHRECC. Transition elements include, but are not limited to the following:
- 5.1 Dare County will fully operate the DTHRECC.
 - 5.2 **Employees:** All employees shall be employees of Dare County, paid by Dare County and subject to all rules, policies and procedures in effect or as from time to time adopted by Dare County. Dare shall determine the number of employees necessary to timely receive and dispatch calls pursuant to applicable protocols and standards and shall hire, pay and train employees necessary to meet such protocols and standards.
 - 5.3 Other services such as non-public safety administrative call-taking or other non-

emergency communications functions will remain the responsibility of each county.

6.0 DTHRECC ADVISORY COMMITTEE: With the execution of this Agreement, the DTHRECC Advisory Committee will be established to represent the interests of each county as follows:

- 6.1 Membership: The Sheriff of each county, (or his/her designee), the County Manager of each county (or his/her designee), Dare Communications Director and one Board member from each county (or his/her designee) shall constitute the DTHRECC Advisory Committee.
- 6.2 Responsibility and Authority: The Advisory Committee shall have the responsibility to provide input and advice in the dispatch procedures, call protocols, finances, capital improvements and all other matters and things associated with the operations of the DTHRECC. Notwithstanding, except as otherwise provided in this agreement, Dare shall make the final decisions with regard the operations, procedures, protocols, finances, staffing levels, operations, maintenance and repairs to the DTHRECC and assets located in Dare or outside of Dare if funded by E-911 Fund proceeds.
- 6.3 Meetings of the Advisory Committee shall initially be held at least quarterly, but the schedule and frequency of meetings may be changed by agreement of 2/3 of the members of the DTHRECC Advisory Committee. A special meeting of the DTHRECC Advisory Committee, may called by any county for discussion of specific issues that require immediate attention, with 7 days written notice and with a specific agenda.
- 6.4 At each meeting Dare shall provide a call volume report, financial updates, and such other information as may be requested by the Committee.

7.0 CONSOLIDATED CENTER MANAGEMENT: The Director of Communications for Dare County will manage, operate and supervise the DTHRECC.

- 7.1 Responsibility and Authority of the Director as the principal of the DTHRECC:
 - A) The Director shall have the overall responsibility for providing leadership to the DTHRECC, will be the administrative head of the DTHRECC and will be responsible for handling administration and personnel matters.
 - B) In accordance with the budget process established by Dare, the Director will prepare a proposed budget and submit it to the Committee and to the Dare County Finance Director for review and input each year for the following fiscal year.
 - C) Prior to submission of the budget proposal, the Director shall review and evaluate proposals from the DTHRECC Advisory Committee for changes to service levels, performance standards, facility needs, system

maintenance and repair, and/or operational procedures specific to the dispatch protocols supporting the counties' citizens and response agencies.

8.0 FUNDING:

- 8.1 **Capital:** Capital costs will include start-up costs associated with building and equipping the DTHRECC and potential Backup to PSAP, to include such things as land acquisitions, programming, designing and constructing the facilities, Computer-Aided Dispatch (CAD) for multi-jurisdictional use, dispatch center furnishings and equipment not funded through 9-1-1 surcharge, in-building circuitry, grounding, HVAC (heating, ventilation and air conditioning), electrical, cable pathways, cabling for radio, 9-1-1 equipment (CPE), local area network (LAN) and future networks, systems networking and connection needs (9-1-1 and other phone lines, radio, CAD, & NCIC) to the primary PSAP, and the alternate/backup PSAP, with built-in redundancy. (Municipal and/or departmental connections will also be needed in support of email access, department/municipal systems and information access).
- 8.2 **Transitional:** Transitional costs will involve staff training and consult costs before the DTHRECC becomes fully operational.
- 8.3 **Operational:** Operational costs involve costs to operate once the DTHRECC becomes activated, including systems maintenance and support costs, facility maintenance, utilities, salaries and benefits, other indirect costs, and capital funds to provide future funding toward capital improvement plans, such as lifecycle replacement of systems and equipment, NC 9-1-1 upgrades and building renovations and to the extent covered, shall be paid by the state E-911 fund. Unless otherwise provided in this agreement, operational costs not covered by the state E-911 Fund shall be paid by Dare with regard to staff, assets, matters or things located in Dare County and by the respective county where located for such uncovered costs of staff, assets, matters or things located outside of Dare County.
- 8.4 **DTHRECC Facilities Construction Funding:** Dare and Hyde have received a grant from the E911 Board to apply to the construction of the DTHRECC. All funds received from the said grant shall be applied to construct the DTHRECC and the necessary amenities associated therewith located in Dare County. Dare County shall provide the funds in excess of the grant funding necessary to construct the DTHRECC and the necessary amenities located in Dare County.

Tyrrell and Hyde have each received grants to cover some or all of the costs of any equipment or improvements located in their respective county necessary for the operation of the DTHRECC and shall be responsible for and pay all such costs

not covered by the said grant. Future costs of equipment or improvement not covered by the state E911 Fund or grants shall be paid by the county in which the equipment or improvement is located.

- 8.5 **Emergency System Telephone Funding (funding currently used for 9-1-1 service provision and expected to continue):** The counties each receive monthly 9-1-1 surcharge distributions as primary PSAPS pursuant to G.S. 62A-46, grants to PSAPS pursuant to G.S. 62A-47 and have fund balances of such funds (state E-911 Funds). On the 61st day after the effective date of this agreement, all such funds held by the counties shall be paid to Dare to be used in each of the counties for the consolidated DTHRECC for purposes permitted by the E911 Board, and as determined by Dare in consultation with the DTHRECC Advisory Committee. In the event the funding from the state E-911 Fund is reduced or eliminated, the amount reduced or eliminated shall be prorated between the parties based on the average call volume of non-administrative E-911 call for the preceding three years (or if in the first three years of this agreement the non-administrative E-911 call volume to date) and the prorated amount shall be paid to Dare by each county to reimburse the reduced or eliminated funding.
- 8.6 **Radio System Funding:** In addition to the grant to Dare and Tyrrell Counties to construct the DHTRECC, Tyrrell and Hyde Counties received a grant to perform a full analysis of the radio systems of Tyrrell and Hyde which has been conducted at the cost of Tyrrell and Hyde to determine what changes or additions to infrastructure and equipment in Tyrrell and Hyde County are needed to provide the appropriate level of radio coverage in those counties. Specific upgrades have been identified and a plan has been developed and will be implemented that migrates Tyrrell and Hyde to the Dare radio platform at the cost of Tyrrell and Hyde County.
- 8.7 **Other Services Funding:** Funding of desired other services, such as county administrative call-taking or other non-emergency functions, will be the responsibility of the individual counties.
- 8.8 **Other:** If changes in technology, laws, rules, regulations, or mandatory changes of any kind are required in facilities, equipment or operations and such changes result in increased costs or expenses of any kind, not covered by the state E9-11 fund or some funding source other than the parties, these costs and expense shall be paid as follows:
- (a) if such uncovered increased costs or expenses would be incurred by Dare whether or not the counties' emergency communications systems are consolidated as provided in this agreement, Dare shall be responsible for such expenses,

(b) if such uncovered costs or expenses are incurred to facilities or equipment located in Tyrrell or Hyde County they shall be paid by the county in which such facilities or equipment are located,

(c) such uncovered costs or expenses not covered under (a) or (b) above shall be prorated between the parties based on the average call volume for the preceding three years (or if in the first three years of this agreement the call volume to date) and the prorated amount shall be paid to Dare by each county to reimburse the increased cost or expenses.

8.9 Appeals: In the event a funding request by the DTHRECC to the State E-911 Board is denied by State E-911 Board, the DTHRECC Advisory Committee shall determine whether or not to appeal such denial under the procedures of the State E-911 Board. The cost of any such appeal shall be paid pro rata by the parties based on the call volumes from each county. In the event the DTHRECC Advisory Committee elects not to appeal, any county may elect to proceed with the appeal but shall pay all costs associated with such appeal.

9.0 Equipment: Equipment and furnishings for the primary 9-1-1 Center shall be purchased by Dare and be the property and responsibility of Dare for the benefit of the DTHRECC.

The Director will develop uniform standards for use of a multi-jurisdictional Computer-Aided Dispatch (CAD) system with expandable ports for multiple interfaces such as Records Management System (RMS), Fire Reporting, EMS Reporting and message switching for MDTs (Mobile Data Terminals) or other data-sharing interfaces. All participating jurisdictions will have access to their jurisdictions call counts and calls for services CAD data upon request to the Director of the DTHRECC.

10.0 WITHDRAWAL: A participating governmental entity may withdraw from this agreement at the end of a fiscal year by giving a six (6) month written notice of withdrawal prior to December 31st of the fiscal year in which withdrawal is to be effective. Such written notice shall be delivered to the county managers of the non-withdrawing counties and to the Dare Director of Communications. The withdrawal will become effective no sooner than six (6) months after said notice is delivered or upon the first day of the fiscal year following the notice of withdrawal, whichever is later. The withdrawing entity agrees to continue to make all payments required by this Interlocal Agreement until the effective date of such withdrawal. Upon the effective date of withdrawal, all facilities and equipment located in the withdrawing county shall be the property of the withdrawing county without proration or reimbursement to the non withdrawing counties. Upon the effect date of the withdrawal, any fund balance accrued from the state E-911 Fund held by Dare for the benefit of the DTHRECC shall be prorated based on the average call volume for the preceding three years (or if in the first three years of this agreement the call volume to date) and the prorated amount

shall be paid to withdrawing county and all future E-911 funds from the State E-911 Board attributable to the withdrawing county shall be paid to the withdrawing county by the State E-911 Board. Withdrawal shall also include any non-voluntary termination of this agreement.

10.1 INDEMNITY: The withdrawing party shall indemnify and hold harmless the non-withdrawing counties from the repayment or reimbursement of any grant funds necessitated by such withdrawal.

11.0 JOINDER OF ADDITIONAL PARTIES: Additional jurisdictions may become participants by written addendum to this Agreement, with the approval of the parties upon terms and conditions as agreed upon.

12.0 MEDIATION: Any controversy between the members with regard to the application or interpretation of this Agreement shall be submitted for mediation. The parties shall agree on a mediator and if all parties cannot agree on a mediator, then each shall chose a mediator and the mediation shall be conducted by the panel of mediators chosen. The mediators shall conduct the mediation pursuant to the North Carolina Superior Court Rules of Mediation. Upon failure of mediation, each party reserves all rights and remedies otherwise available under North Carolina law.

13.0 RESPONSIBILITY FOR LOSS: Each participating jurisdiction agrees to be responsible and assume the risk of liability for its own wrongful and/or negligent acts or omissions, or those of its officers, agents, or employees to the extent that liability exists.

14.0 SEVERABILITY: Should any part of the Agreement be determined by a court of competent jurisdiction to be invalid, illegal or against public policy, said offering Section shall be void and of no effect, and shall not render any other section herein, nor this Agreement as a whole, invalid. Those rights and obligations under this Agreement, which by their nature should survive, shall remain in effect after termination, suspension or expiration hereof.

15.0 TERM: This agreement shall be for a term of twenty years from the date the DTHRECC begins dispatching calls which is estimated to be in April of 2017. Five years prior to the termination date, the DTHRECC Advisory Committee shall meet to begin discussions to extend the term of this agreement and determine new cost shares and other terms of such extension to recommend to the respective County Boards for approval. If the parties elect not to extend or reach an impasse such that this agreement is not extended and terminates, upon such termination all physical assets associated with the DTHRECC located in a county shall remain in that county and be the property of the county where located without proration or reimbursement to the other counties and any fund balance accrued from the state E-911 Fund held by Dare for the

benefit of the DTHRECC shall be prorated between the parties based on the average call volume for the preceding three years.

16.0 **BREACH:** Failure of any County to pay any sums due under the terms of this agreement within the fiscal year for which they are due, shall be deemed a breach of this agreement and be given 60 days to cure such breach. Upon failure to cure such breach, the breaching party shall be deemed to be a withdrawing party subject to the terms of Paragraphs 10 and 10.1.

17.0 **EXECUTION:** This Interlocal Agreement shall be executed on behalf of each participating jurisdiction by its duly authorized representative and pursuant to an appropriate motion, resolution or ordinance of each participating jurisdiction. This Agreement or any amendment thereto, shall be deemed adopted upon the date of execution by the last so authorized representative.

18.0 **SIGNATURES:** Each part to this Agreement shall sign a signature page to constitute valid execution.

19.0 **ENTIRE AGREEMENT:** This document encompasses the entire Agreement of the members. No understandings or amendment, addendum, or addition to this Agreement shall be effective unless made in writing and signed by all members.

SIGNATURES:

ATTESTED BY:

Chairman
Dare County Board of Commissioners

Clerk

Date

(SEAL)

Chairman
Tyrrell County Board of Commissioners

Clerk

Date

(SEAL)

Chairman
Hyde County Board of Commissioners

Clerk

Date

(SEAL)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Dare County Finance Officer

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Tyrrell County Finance Officer

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Hyde County Finance Officer

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: May 2, 2015
Presenter: Tammy Blake, HR Director
Attachment: No

ITEM TITLE: SUMMER SCHEDULE 2015

SUMMARY: County employees are inquiring whether or not they will be working a “summer schedule” as they have done in the past. This option for employees was allowed to help boost morale.

RECOMMEND: Approve.

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

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

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

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

Meeting Date: May 2, 2016
Presenter: County Manager Bill Rich
Attachment: No

ITEM TITLE: BUDGET REVIEW MEETING SCHEDULE

SUMMARY: Manager Rich has scheduled an FY 2016-2017 Budget review meeting on Wednesday, May 11, 2016 at 6:00p.m. in the Multi-Use Room at the Government Center.

All department heads have been asked to attend the meeting.

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 Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: May 2, 2016
Presenter: County Manager Bill Rich
Attachment: No

ITEM TITLE: PUBLIC HEARING – FY2016-2017 BUDGET

SUMMARY: County Manager Rich will call for a Public Hearing to receive citizen questions and/or comments on the proposed Hyde County FY2016-2017 Budget.

RECOMMEND: Adopt.

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: May 2, 2016
Presenter: Corrinne Gibbs, Finance Officer
Attachment: Handout

ITEM TITLE: OCRACOKE OCCUPANCY TAX BOARD RECOMMENDATIONS

SUMMARY: Finance Officer Corrinne Gibbs will present the Ocracoke Occupancy Tax Board recommended appropriations for FY2016-2017.

RECOMMEND: Receive report. Consider recommendations.

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

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

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

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

Meeting Date: May 2, 2016
Presenter: David Howard, Health Director
Attachment: Yes

ITEM TITLE: AMENDED HYDE COUNTY HEALTH DEPARTMENT
FEE SCHEDULE FY15-16

SUMMARY: Health Director David Howard will present for Board approval:

“AMENDED – HYDE COUNTY HEALTH DEPARTMENT FEE
SCHEDULE FY2015-16”

RECOMMEND: Adopt.

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

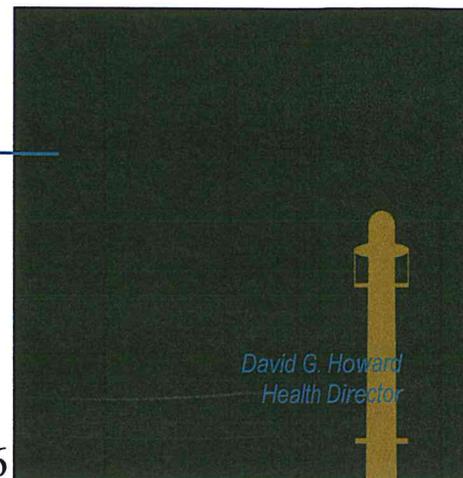
Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 John Fletcher

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



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

LU212	College Physical	\$35.00
LU203	Prison Exam	\$75.00
Q3014	Telemedicine Facility Fee	\$50.00
	CDL Health Card Exam	\$120.00
CHILD HEALTH		
92551	Hearing Screen with OAE	\$34.00
99173	Vision screen	\$13.00
96110	Developmental ASQ	\$10.00
99420	Autism Screening	\$9.00
D0145	Oral Evaluation	\$51.00
D1206	Fluoride Application	\$21.00
IMMUNIZATIONS		
90471	Vaccine Admin 1 st	\$13.71
90472	Vaccine Admin 2 nd	\$13.71
90473	Vaccine Admin oral/nasal	\$13.71
90474	Vaccine Admin oral/nasal in addition to 90471 or 90473	\$13.71
90660 / 90672	Flu Mist vaccine (private stock)	\$17.29
90658 / Q2038	Influenza 3+	\$12.29
	Private Vaccine Stock is charged "at cost"	
EPIDEMIOLOGY		
T1002	TB Cont/Rx	\$68.00 (3 rd party only)
86580	TB TST	\$15.00
LU102	TB Screening Form	\$10.00
FAMILY PLANNING		
J1055	Depo Provera	\$44.00
57170	Diaphragm Fitting	\$118.00
58300	IUD Insertion	\$168.00
58301	IUD Removal	\$204.00
J7302	Mirena	\$555.00
J7307	Nexplanon	\$630.00
11981	Nexplanon Insertion	\$113.00
11982	Nexplanon Removal	\$198.00
11983	Nexplanon Removal & Insertion	\$211.00
S9443	Pills	\$6.00
MATERNITY		
59425	Antepartum 4-6 vists	\$400.00
59426	Antepartum 7 or more visits	\$720.00
59430	Postpartum home visit	\$110.00
J2790	Rhogam	\$124.00
LABORATORY – IN HOUSE		
81003	Automated Urinalysis	\$15.05
82120	Amine test	\$7.00

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 Tiple 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

G0328	Fecal Blood Screen Immunoassay	\$16.00
	Each lab test is charged the rate of the Reference Lab	
INJECTIONS		
96372	Injection only	\$48.00
J1200	Benadryl 50 mg	\$1.00
J1100	Decadron 4 mg	\$.16
J0170	Epinephrine up to 1 mL	\$8.00
90788	IM Antibiotic Injection	\$20.00
90774	IV Injection	\$20.00
J3301	Kenalog	\$11.00
J1940	Lasix 10 mg/1cc	\$.73
J2550	Phenegran 50 mg	\$2.00
J2920	Solumedrol	\$5.00
J1885	Toradol 60 mg	\$3.00
J3420	Vitamin B12	\$2.00
J2000	Lidocaine	\$4.00
31203	50% Dextrose	\$2.00
PROCEDURES		
92551	Audiometry	\$27.00
51701	Catherization	\$124.00
69210	Cerumen Disimpaction	\$122.00
11055	Cutting Benign Lesion	\$96.00
11720	Debridement of nails	\$25.00
11040	Debridement/Abrasion	\$55.00
69200	Ear – Foreign Body Removal	\$145.00
10120	Ear – Foreign Body Removal Uncomp	\$110.00
93000	EKG	\$50.00
10061	I & D Abscess Complex or Multiple	\$350.00
10060	I & D Abscess Simple	\$200.00
10140	I & D Hematoma	\$269.00
20610	Injection Joint - Large	\$74.00
20605	Injection Joint - Medium	\$103.00
11900	Injection of Lesion	\$108.00
G0101	Medicare Pelvic and Breast	\$72.00
G0102	Medicare Prostate	\$38.00
30901	Nasal Bleed Simple	\$150.00
94664	Nebulizer tx – Initial	\$36.00
94665	Nebulizer tx – Sub. Non covered Medicaid	\$36.00
94650	Oxygen Therapy	\$50.00
94150	Peak Flow	\$23.00
94760	Pulse Oxygen	\$6.26
11200	Removal Skin Tag	\$95.00
11300-11303	<i>Shave Biopsy</i>	\$126.00
99406	Smoking Cessation > 3 min – 10 min	\$13.27
99407	Smoking Cessation >10 min	\$25.82

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
G8531	Positive Depression Screen	\$50.00
G8510	Negative Depression Screen	\$50.00

The above highlighted added fees were added, reviewed, and approved by the Hyde County Board of Health on April 26, 2016.

This Fee Schedule, effective January 4, 2016, was reviewed and approved by the Hyde County Board of Health on December 15, 2015 and April 26, 2016.

Randy Hignite, Chair, Hyde County Board of Health

Date

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

Date

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

Meeting Date: May 2, 2016
Presenter: Kris Cahoon Noble
Attachment: Yes – NC Building Reuse Grant Pre-Application

ITEM TITLE: NC BUILDING REUSE GRANT APPLICATION ON BEHALF OF WILLIAMS' MARKETS, LLC

SUMMARY: Christopher Williams owner of Williams' Markets, a multi-business franchise that includes Chris' Groceries, Engelhard Red & White, Engelhard Laundromat, Swan Quarter Equipment Company, Chris's Fresh Veggies, and Chris's Garden Center plans to purchase the Hyatt Cahoon store property located at 80 Oyster Creek Road, Swan Quarter.

Mr. Williams plans a complete renovation of the building to convert it into a full-service restaurant. The restaurant will be open 6 days a week from 6 am to 3 pm and will offer fresh local foods from land and sea. The Hyatt Cahoon property affords a special advantage due to its location along the route to the Swan Quarter Ferry. It will also be the only operating restaurant in Swan Quarter which will serve to revitalize the community. In addition, the property has a historic value, as it previously served as a convenience store for many years.

Mr. Williams plans on hiring 5 full time employees to serve the new restaurant facility. Mr. Williams has requested Hyde County to apply for a NC Building Reuse Grant on his behalf. The NC Building Reuse Grant offered through the NC Department of Commerce will provide grants to local governments to renovate vacant buildings. The program requires a cash match equal to the grant request amount. The local government must contribute at least 5% of the cash match. The entire project budget as seen in the attached application is \$150,000.00. Of this entire project budget, Williams' Markets is requesting a \$50,000 grant of which Hyde County will match with \$2,500 in local funds. The project will create 5 new full time jobs meeting the county's weekly wage standard and the company will provide 50% employer-paid benefits.

RECOMMEND: Authorize staff to submit building reuse application on behalf of Williams' Markets

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

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

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

2015-2016 Rural Grants/Programs Building Reuse Pre-Application Form

New Pre-Application Resubmittal Revised

Vacant Building Existing Business Building Rural Health Care

GENERAL INFORMATION

Legal Name of Local Govt Applicant: _____ County of Hyde _____ County: Hyde _____ Tier # 1

Name of Chief Elected Official: Earl Pugh, Jr. _____ Title: Chairman _____

Mailing Address: PO Box 188 _____ Street Address: 30 Oyster Creek Road _____

City: Swan Quarter _____ State: NC _____ Zip: 27885 _____

Primary Telephone(s): 252-926-4400 _____ Fax: 252-926-3701 _____

Email: _____ Federal Tax ID #: 56-6000308 _____

Local Government Contact:

Name: Kristen C Noble _____ Title: County Planner, Economic Development Dir. _____

Primary Telephone: 252-542-0802 _____ Email: knoble@hydecountync.gov _____

Person Who Prepared this Pre-Application: _____ (Organization Name): County of Hyde _____

Mailing Address: PO Box 188 _____ Street Address: 30 Oyster Creek Road _____

City: Swan Quarter _____ State: NC _____ Zip: 27885 _____

Name: Rosemary Johnson _____ Title: Planning Assistant _____

Primary Telephone: 252-926-4474 _____ Email: rjohnson@hydecountync.gov _____

PROJECT INFORMATION

Project Title: Courthouse Café _____

Grant Amount Requested (\$) \$50,000.00 _____

Proposed Project START Date: July 1, 2016 _____ Proposed Project END Date: January 2017 _____

Will the company relocate from and/or close any other facility in NC? Yes No

Is the property owned or leased by the company locating in the building?

Please provide the name and a brief description of company involved in project:

The parent company is Williams Markets. Williams Markets consists of (6) separate entities that provide services to the citizens of Hyde County: (1). Chris's Veggies-provides fresh produce to grocery stores and local restaurants; (2). Chris's Grocery-provides retail groceries to the Swan Quarter community and nearby communities; (3). Chris's Hardware-provides retail hardware and other goods; (4). Red & White Grocery-provides retail groceries to the Engelhard community and surrounding communities; (5). Chris's Garden Center-provides retail garden center items; and (6). Engelhard laundromat-the sole location in Hyde County for laundromat services.

2015-2016 Rural Grants/Programs Building Reuse Pre-Application Form

Please provide a brief description of the proposed building renovations with a justification as to why it is needed to serve the project company:

Applicant plans to purchase vacant building located at 80 Oyster Creek Road, Swan Quarter and renovate it as a full service restaurant. Plans are to tear out the flooring, raise to level and pour concrete, replace all windows, doors, ceilings and bathrooms, flood proof; construct new kitchen, make parking improvements and improvements to the exterior façade and add signage.

PROPERTY OWNER INFORMATION

Property Owner Legal Name: Williams Markets

Property Owner Rep Name (First, MI, Last): Christopher L. Williams
(authorized by Property Owner to sign Loan Performance Agreement & Promissory Note)

Property Owner Address: PO Box 353 City: Swan Quarter State: NC Zip: 27885

Property Owner Phone(s): 252-945-7291 Email: Cveg2@yahoo.com

Tax Value of Property Before Renovation: \$17,027 Date of County's Next Tax Revaluation: 2016

Project Building Address: 80 Oyster Creek Rd. City: Swan Quarter State: NC Zip: 27885

Year Building Was Constructed: 1954 # of Months Building Vacant: 13 years Sq Ft of Bldg: 4,088

BUSINESS INFORMATION

BUSINESS 1 Name Williams Markets Federal ID Tax #: 27-1137435

Business Rep Name (First, MI, Last): Christopher L. Williams NAICS Code: _____

Business Rep Phone: 252-926-9493 Business Rep Email: Cveg2@yahoo.com

Check ONE box below for the Industry Type of the Business:

- | | | | | |
|---|-------------------------------------|--|--|---|
| <input type="checkbox"/> Data & Call Services | <input type="checkbox"/> Healthcare | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Processing | <input type="checkbox"/> Warehouse/Distribution |
| <input type="checkbox"/> Professional | <input type="checkbox"/> Service | <input type="checkbox"/> Restaurant | <input checked="" type="checkbox"/> Retail | <input type="checkbox"/> Non-Profit |

Is the proposed Business a startup? Yes No If NO, how many years in business in NC? _____

Number of Existing Part-Time employees in NC: 4 Will the Business Provide Benefits? Yes No

Number of Existing Full-Time employees in NC: 17 What % of Health Benefits is Employer Paid? 50 %

Number of New Full-Time Jobs Committed: 5 Average Weekly Wage of the New Full-Time Jobs Committed? \$472
(Please use the weekly wage computation to calculate)

2015-2016 Rural Grants/Programs Building Reuse Pre-Application Form

BUSINESS 2 Name _____ Federal ID Tax #: _____

Business Rep Name (First, MI, Last): _____ NAICS Code: _____

Business Rep Phone: _____ Business Rep Email: _____

Check ONE box below for the Industry Type of the Business:

- | | | | | |
|---|-------------------------------------|--|-------------------------------------|---|
| <input type="checkbox"/> Data & Call Services | <input type="checkbox"/> Healthcare | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Processing | <input type="checkbox"/> Warehouse/Distribution |
| <input type="checkbox"/> Professional | <input type="checkbox"/> Service | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Retail | <input type="checkbox"/> Non-Profit |

Is the proposed Business a startup? Yes No If NO, how many years in business in NC? _____

Number of Existing Part-Time employees in NC: _____ Will the Business Provide Benefits? Yes No

Number of Existing Full-Time employees in NC: _____ What % of Health Benefits is Employer Paid? _____ %

Number of New Full-Time Jobs Committed: _____ Average Weekly Wage of the New Full-Time Jobs Committed? _____
Please use the weekly wage computation to calculate)

If more than two businesses will locate in the building, copy this page and complete for the additional business(es).

Are you planning to apply or have you applied/received other funds from the Department of Commerce for this project?

Yes No If YES, provide name of program? _____

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: May 2, 2016
Presenter: Kris Cahoon Noble
Attachment: Yes – Local Government Resolution

ITEM TITLE: RESOLUTION IN SUPPORT OF NC BUILDING REUSE GRANT APPLICATION ON BEHALF OF WILLIAMS’ MARKETS, LLC

SUMMARY: Christopher Williams owner of Williams’ Markets, a multi-business franchise that includes Chris’ Groceries, Engelhard Red & White, Engelhard Laundromat, Swan Quarter Equipment Company, Chris’s Fresh Veggies, and Chris’s Garden Center plans to purchase the Hyatt Cahoon store property located at 80 Oyster Creek Road, Swan Quarter.

Mr. Williams plans a complete renovation of the building to convert it into a full-service restaurant. The restaurant will be open 6 days a week from 6 am to 3 pm and will offer fresh local foods from land and sea. The Hyatt Cahoon property affords a special advantage due to its location along the route to the Swan Quarter Ferry. It will also be the only operating restaurant in Swan Quarter which will serve to revitalize the community. In addition, the property has a historic value, as it previously served as a convenience store for many years.

Mr. Williams plans on hiring 5 full time employees to serve the new restaurant facility. Mr. Williams has requested Hyde County to apply for a NC Building Reuse Grant on his behalf. The NC Building Reuse Grant offered through the NC Department of Commerce will provide grants to local governments to renovate vacant buildings. The program requires a cash match equal to the grant request amount. The local government must contribute at least 5% of the cash match. The entire project budget as seen in the attached application is \$150,000.00. Of this entire project budget, Williams’ Markets is requesting a \$50,000 grant of which Hyde County will match with \$2,500 in local funds. The project will create 5 new full time jobs meeting the county’s weekly wage standard and the company will provide 50% employer-paid benefits.

RECOMMEND: Approve Local Government Resolution

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

COUNTY OF HYDE

30 Oyster Creek Road

PO Box 188

SWAN QUARTER, NORTH CAROLINA 27885

252-926-4400

252-926-3701 Fax

Board of Commissioners

Barry Swindell, Chair
Earl Pugh, Vice-chair
Ben Simmons
John Fletcher
Dick Tunnell

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry
Executive Assistant to Manager
Clerk to the Board



RESOLUTION REGARDING NC BUILDING REUSE GRANT

WHEREAS, the County of Hyde intends to apply for a North Carolina Building Reuse Grant on behalf of Williams' Markets, and

WHEREAS, the NC Building Reuse Grant provides funds to local governments to renovate vacant buildings, and

WHEREAS, Williams' Markets will be purchasing the property located at 80 Oyster Creek Road, Swan Quarter to completely renovate for use as a full-service restaurant, and

WHEREAS, Williams' Markets has requested Hyde County to apply on its behalf for a NC Building Reuse Grant in the amount of \$50,000, and

WHEREAS, Hyde County will be required to contribute 5% of the cash match for the grant in the amount of \$2,500.

NOW, THEREFORE, BE IT RESOLVED THAT THE Hyde County Board of Commissioners intends to apply for a NC Building Reuse Grant in the amount of \$50,000 with contributing cash match from Hyde County in the amount of \$2,500 and administer the grant under the terms and conditions of the NC Department of Commerce.

This, the 2nd day of May, 2016.

By: _____
Earl Pugh, Jr.
Chairman, Hyde County Board of Commissioners

Attest: _____
Clerk to Board

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

Meeting Date: January 4, 2016
Presenter: Bill Rich
Attachment: Yes

ITEM TITLE: Request for permission to allow Larry Windley access to FEMA Lots number J11D 200 and J11D 201 for maintenance and/or bulkhead repair.

SUMMARY: Mr. Windley has requested access to two FEMA lots owned by Hyde County in order to maintain and repair the bulkheads.

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

Hyde gis



Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: May 2, 2016
Presenter: County Manager Bill Rich
Attachment: Yes

ITEM TITLE: INFORMATION TECHNOLOGY

SUMMARY: Fiscal Year 2016-2017 Budget reflects the creation of an internal Information Technology (IT) department.

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 Information Technology Plan
May 2, 2016

Overview/Abstract

The Hyde County Administration Department has concluded that a consolidated Information Technology (IT) department will best serve the IT needs of, and control costs to the County for IT related issues. There are many problems with the current department specific contracts including redundant costs, duplicated services, inconsistent infrastructure and capability, inability to share and coordinate information both internally and externally, and lack of uniformity. There are potential unknowable costs associated with legal challenges and violations related to privacy laws and regulations, records requests and outages due to storms and security-related incidents. The potential solution would include hiring an internal IT administrator who would provide all IT related services to all departments, managing future IT needs and contracts, acting as point of contact and advisor for all troubleshooting and programming needs, and ensuring the County is up to date and compliant with modern cloud, software and computing technology. The second prong to the IT strategy includes transitioning from on-site hardware and capital intensive servers to the cloud-based Google for Government. Additionally, the IT administrator would serve in additional roles/capacity as determined by the County Manager.

Problem

When you have a computer related problem within the County, who do you call? The short answer is: it depends. For some, the first call is our Emergency Management Director, Justin Gibbs. Justin spends nearly 10 hours per week on IT related issues that range from restarting computers to troubleshooting hardware problems in the server room. If the problem is too difficult for Justin, he instructs the employee to call one of nearly a half dozen separate contractors with whom various departments hold hourly agreements ranging from 75 dollars per hour to 135 dollars per hour.

The capabilities within the county vary widely as well. For example, the water department under the direction of Clint has really embraced the benefits of technology and accepts credit card and online payments. In addition, the water department has embraced the cloud and has some of the leading server and water meter technology in the state. They have instituted a wireless meter reading technology that automatically backs up data to the cloud where it can be accessed from anywhere with an Internet connection. This system would be especially beneficial to Hyde County where the question is not whether we will be hit with another hurricane, but when.

State law requires the County to provide public records at cost and in a reasonable amount of time. A requestor has the ability to sue the county for non-compliance at their discretion and interpretation of the term "reasonable". Countless man-hours can be expended in planning for the release of this information as well as affected department heads meeting to determine what information is actually public versus protected versus relevant to the request. With cloud-based storage of public records, a requestor can be granted remote access to the information and not cost the county more than a few minutes of time and zero potential for a lawsuit.

Costs

Computer Support		
Department – Line	Budgeted FY 15-16	YTD 15-16
Admin – 1500	\$2,000.00	\$1,666.19
Elections – 1500	\$2,000.00	\$1,250.22
Finance – 1500	\$13,000.00	\$12,997.74
Tax – 7501	\$15,000.00	\$958.71
Planning – 7501	\$3,000.00	\$1,890.19
Sheriff/Jail – 1500	\$11,000.00	\$4,158.00
Solid Waste – 1502	\$1,000.00	\$0.00
Health – 1610	\$8,000.00	\$4,985.80
Social Services – 1500	\$5,000.00	\$1,387.50
Human Resources – 1500	\$1,000.00	\$830.00
Home Health – 1610	\$27,500.00	\$18,779.19
E-911 – 1502	\$3,000.00	\$0.00
E-911 – 1503	\$2,000.00	\$0.00
Water Department -7501		\$4,167.36
Register of Deeds – 7410	\$33,600.00	\$33,600.00
Total	\$127,100.00	\$86,670.90

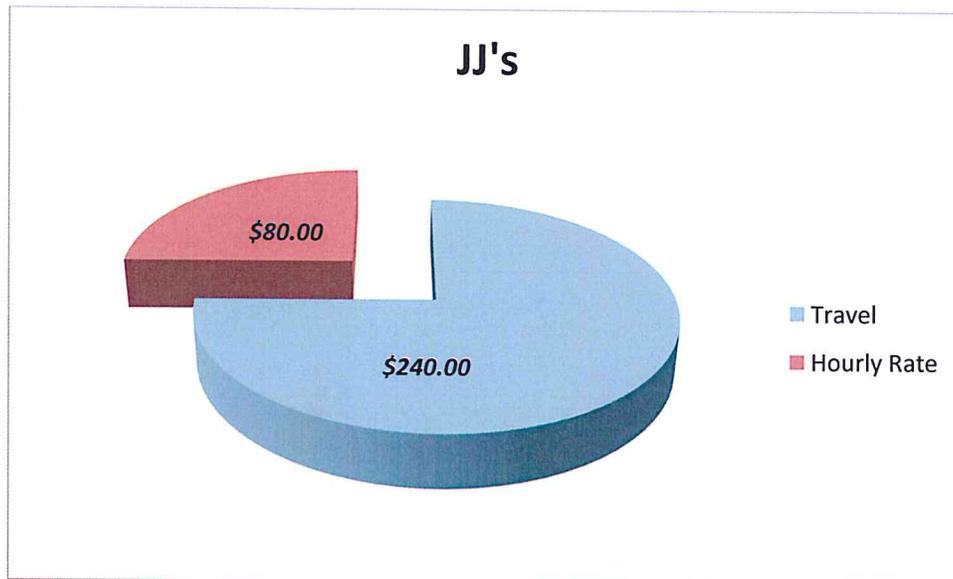
Due to the limitations of a line item budget these numbers do not tell the entire story. For example, the 33 thousand for Register of Deeds is a loan payment that will be fulfilled fiscal year 16-17. However, even without this expenditure, the total projected expenses on identifiable computer-related expenses will be over 90 thousand dollars for FY 15-16.

Computer Support Vendors	
Vendor	
McLane and Associates	\$8,855.03
Soundside	\$26,616.56
Joe Echel	\$12,246.21
JJ's	\$3,640.00
Barnestorm Inc.	\$11,683.38
Total	\$63,041.18

When broken down by known computer support vendors, a completely different number results. This is an additional issue that can be resolved by establishing an internal IT department. The known vendors include JJ's out of Elizabeth City, Joe Echel, Don McLane, Lonnie Baker, Barnestorm Inc., and SoundSide. The total amount paid to date for computer services to these vendors is \$63,041.18.

Due to the distance vendors must travel, the County is not even getting sixty-three thousand dollars of support out of the money being spent. Without going through each itemized bill, it would be difficult to accurately estimate how much the County is paying the vendors in travel-related expenses; however, consider that JJ's is based in Elizabeth City, you can see that travel

expenses are a significant portion of our current computer support costs. The pie chart below represents a hypothetical one-hour service visit to the Sheriff Department.



Potential Costs/Problems

Without inciting panic or employing scare tactics, there are real concerns with the current state of the IT “system”. This is a story of “ifs”. If we are ever sued for public records requests; if one of our servers is hacked for social security numbers; if someone opens an email virus and destroys their computer; if a hacker intercepts an unencrypted email in which personally identifiable information is contained; if someone submits a public records request for any number of emails or other public records; or any number of other security or information shortcomings, then the County could be liable for unknowable expenses.

Solution

Any solution to the current information technology problems facing the county should include, to the extent possible, every County department. There should be a single point of contact for all IT issues; a single funnel through which all IT updates, problems, hardware/software upgrades flows; and an independent department level position with direct access to the County Manager with a separate annual budget.

Based on the current level of need, this department will function as a single person department with a departmental budget. The budget will eventually include a capital improvement plan due to the ever-changing requirements of updating computers, phones and any new technology that will most certainly be required in the future. In addition to a department level budget, each existing department would continue to have a computer support line. The IT department would have a receivable line. Each time a department would require service from the IT department, they would be charged and the IT department would be credited. Such an internal revenue process would help to determine the actual cost savings and benefits to having an internal IT department.

In addition to performing IT related duties, the person could also fill many of the roles of the outgoing NCACC Fellow, such as Safety Committee Chair. In addition, the NCACC Fellow was hired to relieve some of the departments who have a large workload to staff ratio. The new IT employee could also fill this role and directly support the Emergency Management department as well as Administration.

Cloud-Based Technology

One component of the solution is based on a recommendation from an independent IT professional. The recommendation was based on hours of research and cost analysis of multiple quotes received for alternative IT solutions. It boils down to a couple options: 1.) onsite servers with remote hosting and contracting out IT services or 2.) Completely cloud-based servers through Google or Microsoft with an onsite IT professional who can provide troubleshooting and internal support.

The first option requires that the County consolidate all existing hardware, establish a hosted exchange server, and contract with an offsite company to administer the system. The drawbacks to having a hardware intensive system of servers in a place like Hyde County that is so exposed to flooding and hurricanes are pretty obvious. If the servers are destroyed in a flood event, the information is lost and the capital expense to replace those systems would be significant. In addition, servers not only physically fill up with data, they require replacement due to incompatibility with software upgrades and just the pace of technology. Furthermore, the nearest contractor would be an hour or so away, so that would continue to add travel expenses to the cost of providing IT services. The up-front cost of the on-site solution would be approximately 33 thousand dollars with annual operating costs and semi-annual capital costs.

The second option would require the County to subscribe to Google for Government. This solution would take care of several problems all at once. First, cloud-based storage is limitless, so there would be no need to upgrade or replace servers as they filled up or became obsolete. Furthermore, storage is off-site in a series of redundant systems; therefore, no matter if the County flooded, there was terrorist attack in any part of the U.S., or any other event, the County's information would be safe. Additionally, the servers that store this information belong to Google, so the County will never be responsible for buying or replacing another server. And even furthermore, Google for Government includes an email service that is compliant with HIPPA, Privacy Act, and Freedom of Information Act (FOIA). If a private party wanted access to public information, Google for Government has a Google search function that can search files as well as within files that would allow for compiling the privacy or FOIA request. There are many more advantages to transitioning to the Cloud, and the independent report is available for viewing. The cost of Google for Government based on approximately 155 employees is \$18,600 for the first 14 months due to a promotion, then approximately \$1500 per month depending on how many employees are subscribed to the application.

The projected cost savings of implementing an internal IT department as previously discussed will be tremendous.

Hyde County Cloud Apps / Email Project Estimates

Users

Hyde county user estimate - 155 users (email) 125 PCs

Office365 (Microsoft) (pricing estimates for this were based on the Planet Technologies quotes)

Full Office Suite Options

Office 365 E1 - \$5.52 per user a month (Does not include offline use of Office Suite or access on mobile devices, expect email)

Exchange online archiving (for FOIA requests) - \$1.84 per user a month.

Total \$7.36 per user a month.

\$13,689.60 per year estimate

Office 365 E3 - \$15.64 per user a month (Includes offline installation of Office Suite, access on mobile devices and in place hold for legal archiving/FOIA requests)

This version includes a feature in Skype that could actually replace the PBX system by assigning a phone number to the skype account (VoIP). Long Distance costs would still apply but probably cheaper than telco. If we consider this as cost effective, I will need to do additional research on it to make sure it will do what we need at a cost that is better than we are currently getting from telco.

\$29,090.40 per year estimate

Both versions come with these features: 50GB inbox for mail, 1TB cloud storage with OneDrive (this could easily serve as redundant backup of all user files eliminating the need for any additional user based backups (HIPAA compliant), Skype for Business (all users will have access to a skype account that can be used for instant messaging and voice/video conferencing)

Email Only Options

Exchange Online Plan 2 (includes in place hold for archiving) - \$6.44 per user a month.

\$11,978.40 per year estimate

Google Apps for Work

The Google Cloud Services include all of the features that Office365 offer. Mail, Docs (Word), Sheets (Excel), Slides (Powerpoint), Hangouts (Skype) and Drive (Onedrive). They are able to open, edit and save all of the major file types including Microsoft and Apple documents. Google's search engine would also be included in the apps allowing keyword searching for emails and documents throughout the entire system. This is an extremely powerful and convenient tool.

This version is comparable the the second option for Office365 as it includes offline access to editing any documents, no internet access needed and will then upload to the cloud as soon as internet access is reestablished.

Servers are HIPAA compliant and have 2 step verification for added security if needed. Email archiving for FOIA requests and it also includes an ediscovery program for searching keywords across all apps making it very easy to comply with any requests. They offer unlimited storage across all apps and store the data on multiple servers in different locations for disaster recovery situations.

Gmail is the email application. All android phones already come with this pre installed and is available on any other mobile device. All mail would be available via the app or on the desktop computer being used and is always synced. We would be able to create additional email accounts for groups or positions (such as Hyde County Commissioners, ABC Board or any group projects that are ongoing) and point that address to people or person in those positions. This would not add a user to the system as it would in Office365 so it would not be an extra cost to use. We can also setup mailing lists for information distribution. This could send out the Hyde Happenings and any other news information to the appropriate contacts eliminating the need for Constant Contacts. Thus eliminating an additional licensing cost that is currently being used.

Google Docs is very robust as a document editor. There are multiple templates available that will allow uniformed documents across the organization; such as meeting minutes, press releases, newsletters, budget plans and invoices.

Google Sites allows you to set up intranet pages (internal access only) for users, departments or projects that are on going. This could be set up include frequently accessed documents and policies for each department.

Google Hangouts / Google Voice is included for every user. This is very similar to Skype. It allows video conferencing for up to 15 people in the same conference within or outside of your organization. The program automatically shows whoever is speaking on the main screen. Has instant messaging and allows phone calls with free long distance within the

US. You can make these phone calls via the computer or have the system call your phone and then connect you to the call. This would eliminate any costs associated with long distance calls throughout the entire workforce.

Apps are included for any mobile device. They are supported for Android systems, iOS and blackberry devices. They have built in security so that any device that is lost or stolen can be remotely erased to protect any sensitive data.

Using this system would also eliminate the need for a server structure within the organization as absolutely everything would be in the cloud, eliminating that cost.

Google Unlimited is \$10 per user a month.

\$18,600 per year estimate (Promotional cost for the first year includes an additional 2 months for free, so this cost would be for 14 months)

Onsite Hosting Option

This does not include any costs of the physical hardware (Server Computer) as I do not know if we already have a computer on site that can act as the server. If that is needed and we go this route I can look into that as well, however server costs for these systems do get very expensive, require upkeep and administration. It is also very likely that more than one server would be required, one for data and one for email services. We would also need offsite backup plans.

Microsoft Server 2012 R2

Software and user licenses for 125 users. This is a one time cost and not recurring.

Estimate total \$3,553.00

Microsoft Exchange Server 2013 Enterprise

This version supports in place hold and archiving for FOIA. Again this is a one time cost as well and estimated for 155 users (all email users would require licenses for archiving).

Estimate total for Server \$2,461

Estimate total for licenses \$4,550

Estimate total for entire Exchange System with licensing \$7,011

Estimate total for entire Windows Server and Exchange Server system \$10,564

Estimate for Microsoft Office 2016 at \$165 per user (125 PCs) \$20,625

Total estimate for onsite hosting option \$31,189

Hyde County Cloud Recommendation

This recommendation is based on the research I have done over the last couple of weeks. It includes a number of factors, including but not limited to: price evaluations, technical support available, security, backups, customer reviews and ease of access for the users and administrators. The options I considered are Microsoft Office 365 for Government (2 different plans), Google Apps for Work, and having a non cloud system where you host a server or servers on site and handled everything in house. After considering these options, it is my recommendation that Hyde County implement the Google Apps for Work cloud system. The following are the major factors for my recommendation. I've included the information on all of the options for comparison.

- Cost (see attached document for additional cost analysis)
 - Microsoft Office 365 (O365) had two options that were considered.
 - O365 E1 - \$7.36 per user a month
 - O365 E3 - \$15.64 per user a month
 - Google Apps for Work (GApps)
 - GApps Unlimited - \$10.00 per user a month
 - Promotion for new clients adds two months for free making a one year contract last for 14 months.
 - Onsite servers (non cloud)
 - Server software and licensing for all needed products, this does not include hardware or any backup/archiving options - \$31,189
- Accessibility
 - All of the above options will give users access to the standard office productivity tools (document editor, email client, spreadsheet and presentation software).
 - GApps gives you the ability to open over 40 popular file formats without needing additional software, such as videos, images, MS Office documents/spreadsheets and PDFs. You can also export/save any documents created in GApps into MS Office format or PDF making it universal as an editor.
 - Email Addresses
 - O365 E1 and E3 give each user access to one mailbox per user. Creating additional email addresses would require adding a new user.
 - GApps also give each user a mailbox. They also allow for the creation of additional email addresses for positions (such as PIO, Board of Commissioners, and ABC Board etc..). You can also setup newsletter mailing lists or groups.
 - This would eliminate the need for Constant Contact, which is currently used to send out the Hyde Happenings. This would save the county money by eliminating the license costs for that program.
 - Remote Desktop (remote troubleshooting or training personnel on new programs)
 - O365 has no remote desktop program. However, Microsoft windows has remote desktop capabilities built in. To use this securely an Active Directory

- system would need to be in place. We are currently exploring the consolidation of all servers to a central server that would have Active Directory
- GApps includes secure remote desktop capabilities via a Google Chrome extension. This would eliminate one of the main reasons for doing that server consolidation project. I will cover this more in my conclusion.
 - Onsite servers would also have this ability since it uses Active Directory.
 - Offline access (no internet connection)
 - O365 E1 has none, you can only open/edit files online.
 - O365 E3 gives each user the right to download the latest Microsoft Office Suite.
 - GApps have extensions that give you access to work offline and even syncs the content with the cloud once you establish internet access.
 - Onsite servers will require the user to have Office installed on the PC being used. This cost was included in the estimate. (\$165 per PC)
 - Mobile Devices (phones and tablets)
 - O365 E1 has no mobile access except email.
 - O365 E3 includes mobile software to edit/view/save documents.
 - GApps includes mobile software to edit/view/save documents.
 - Onsite has no mobile access except email.
 - Data Storage / Archiving
 - Storage limits
 - O365 E1 and E3 both come with a 50GB email inbox and 1TB cloud storage for files per user.
 - GApps has unlimited storage across all apps for all users.
 - Onsite storage would only be limited by the size of the hard drives.
 - Archiving Data - this is required for government agencies for Freedom of Information Act (FOIA) requests but is also very useful for disaster recovery situations (computer crashes and equipment that is lost or stolen)
 - O365 E1 does not come with email archiving standard, however they do offer it as an add on and this was included in the cost estimate provided.
 - O365 E3 includes email archiving.
 - Both O365 options backup their servers but the frequency of the backups is unclear.
 - GApps includes email archiving.
 - GApps offer multiple redundant backups of all data in realtime. The data is mirrored across multiple servers located in different parts of the world, making it near impossible to lose data due to catastrophic events (like hurricanes and earthquakes).
 - Onsite server would be running Microsoft Exchange Server and has archiving abilities. There would be a need to store this information on an offsite server in case of hardware failure. This would be an additional cost

that was not included in the estimate provided and varies depending on the type of service and size of data.

- EDiscovery tools (allows user based, date range based and keyword searching for specific content) make complying with FOIA requests simple and seamless.
 - O365 E1 (as an added service) and E3 both have EDiscovery tools for email messages.
 - GAps also includes EDiscovery tools but goes a step further. In addition to the EDiscovery tool for email, they provide the Google Search engine to search through files that are stored in the cloud. This search is not limited to file names, but actually searches the entire document for keywords. This is a very useful tool not only for FOIA requests but also day to day operation.
 - Onsite server would be able to search for emails but is not as robust as the O365 and GAps tools. File searching is limited to filenames only, just as the O365 cloud would be.
- Web Conferencing Software (video and voice)
 - O365 E1 comes with Skype for Business. Since all county employees would have an account, everyone would be able to make voice/video calls and instant message each other (similar to text messaging). This also allows for conferencing so that employees could telecommute to meetings, given the geographical layout of the county this could prove to be very useful. Limited to 250 participants per conference.
 - O365 E3 also has Skype for Business. However, this version would have the added ability to include PBX functions (phone services) to the plan. This ability has not rolled out completely yet and is in beta testing at the moment. The upside to this, once rolled out it, is that it could completely replace the need for phone services through the local telco company. Long distance calls would be offered at a discounted rate (price plans have not been established yet).
 - GAps comes with Google Hangouts. You can make video/voice calls and instant message other users. Conferences are limited to 15 active participants. However, you are able to broadcast the conference to the web for an unlimited viewing audience. This could allow for public meetings to be available to residents that are unable to attend due to geographical limitations. Any questions from the public, if allowed, could be addressed by taking them from the designated coordinator of the meeting via email or instant messaging. All of this could be set up via the web. In addition to these built in features, Google Hangouts comes with Google Voice.
 - Google Voice has PBX functions and allows users to be assigned a phone number. You can make normal phone calls on your computer (via a headset) or have the system call your office, home or cell phone and connect you to the call. There are no long distance charges as long as they are not international calls. If the county

currently pays for long distance calls via the local telco provider, this could offer significant savings for the county.

- In theory, this could actually replace many current phone lines that are being paid for. There is even phone hardware available that could connect to the computer and act as a phone. This is something that we could test in a small scale environment to see if it is feasible county wide. Current phone numbers would be able to be ported in so that no new phone numbers would be needed.

The cloud based IT environment is quickly becoming the standard. Google is well ahead of the competition in this technology, as their apps were built and hosted in the cloud from the start. Hosting your own equipment and software is just not a cost effective option anymore. Hardware goes bad, software becomes obsolete and technical support costs increase every year. Moving your IT system to the cloud ensures you have the latest software and security patches 24/7. Hardware issues are no longer your problem. They are handled by the hosting company, who have backup systems in place to ensure your system has no downtime. It also eliminates the need for costly data backup solutions, as the cloud system handles that all internally.

Users having the ability to use the office suite software without an active internet connection is essential. This is only available with Google Apps for Work or the Office 365 E3 option. We would also be getting mobile device access to all apps and documents, in fact it is preinstalled on all Android devices. Google Apps for Work is also compatible with all operating systems. Employees that may have Apple laptops or Ipads would be able to have the same exact system they use on any other device.

By using the Google Apps for Work platform, I believe that the county would not need to do the proposed server consolidation project. The need for Active Directory would be eliminated. All apps and data would be stored in the cloud and on the local machines and require you to log in via a secure server. Google chrome has remote desktop capabilities. Google Apps enable the deployment of group policies, which are security measures that administrators put in place regarding applications and data. This means the only true advantage to the consolidation project would be having a central anti-virus server, which we could still set up in a different way. This would be another cost reduction for the county, in addition to the free long distance calls that Google Voice will allow.

In conclusion, by comparing all of the information I have stated above, it is my opinion that Google Apps for Work provides the most cost effective option for Hyde County. While it is \$2.64 per user a month more expensive than the Microsoft Office 365 E1 option, the added benefits they provide more than justify the cost. Google Apps for Work includes every feature available in the Microsoft Office 365 E3 option, plus a number of additional features, at a rate that is \$5.64 per user a month less expensive.

Prepared by Donnie Shumate of Shumate Technologies on 02/05/2016. For questions regarding this recommendation contact me at shumatetechnologies@gmail.com or (910) 378-9366.

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

Meeting Date: May 2, 2016
Presenter: County Manager Bill Rich
Attachment: Yes

ITEM TITLE: HYDE COUNTY HOSPICE - "CERTIFICATE OF NEED"

SUMMARY: County Manager Bill Rich will discuss request for Lobbyist Joe McClees' assistance with Hyde County Certificate of Need.

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

Lois Stotesberry

From: Lois Stotesberry <lstotesberry@hydecountync.gov>
Sent: Tuesday, April 26, 2016 4:35 PM
To: jdm@mccleesconsulting.com; Lobbyist Joe McClees
Subject: Hospice Letter
Attachments: Letter - 04-26-2016 - Hospice.pdf

Tracking:	Recipient	Read
	jdm@mccleesconsulting.com	Read: 04/27/2016 8:46 PM
	Lobbyist Joe McClees	

Joe,

Attached is a letter requesting your assistance with Hyde County Certificate of Need.

The original is in the mail to you.

*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@hydecountync.gov*

COUNTY OF HYDE

Board of Commissioners

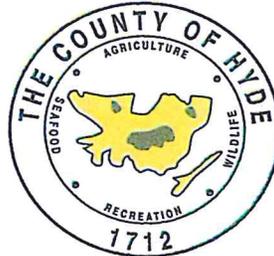
Earl Pugh, Jr., Chair
Barry Swindell, Vice-chair
Ben Simmons
John Fletcher
Dick Tunnell

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

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



April 26, 2016

Joe McClees, Lobbyist
McClees Consulting, Inc.
P.O. Box 430
Oriental, NC 28571-0430

Concerning Certificate of Need for Hyde County Hospice

Joe,

Hyde County recently had their only Hospice Provider CURO, a private company, close up shop on the mainland and on Ocracoke. They gave little or no notice, fired or laid off all employees and left several people literally on their death beds. CURO refuses to entertain selling their Certificate of Need in Hyde County. We would like you to pursue some sort of legislative vehicle that would allow us to bypass CURO due to the dire circumstances we're facing in Hyde County.

In related business Hyde County has decided to sell their Home Health Agency. Any prospective purchaser of Home Health, which we have a couple, would also be likely candidates for Hospice. So, currently we're losing an opportunity to serve those citizens of Hyde who are on Hospice or will be on Hospice in the future and of course their families as well. I am attaching an e-mail from one of our potential purchasers stating the dynamics under normal channels they would have to go through to be considered a candidate for a Certificate of Need. Please do all you can to help us get through this horrible situation.

Sincerely,

Bill Rich, County Manager

 **COPY**

Lois Stotesberry

From: Bill Rich <brich@hydecountync.gov>
Sent: Tuesday, April 26, 2016 3:23 PM
To: 'Lois Stotesberry'
Subject: FW: Hyde County Hospice

From: Kris Noble [<mailto:knoble@hydecountync.gov>]
Sent: Friday, April 22, 2016 10:21 AM
To: 'Bill Rich'
Subject: FW: Hyde County Hospice

Still waiting on an email from Cathy but looking through my emails this tells a lot. See highlighted below.

From: Geraldine Weatherly [<mailto:GWeatherly@liberty-ltc.com>]
Sent: Tuesday, March 15, 2016 3:20 PM
To: Kris Noble
Subject: RE: Hyde County Hospice

Kris,
Just wanted to update you on what we have found out so far.
Gerri

From: Hunter Diefes
Sent: Friday, March 11, 2016 1:29 PM
To: Tony Zizzamia <TZizzamia@libertyhomecare.com>
Cc: Sandy McNeill <SMcNeill@libertyhcare.com>; Geraldine Weatherly <GWeatherly@liberty-ltc.com>; Paul Babinski <PBabinski@liberty-ltc.com>; Joan Garvey <JGarvey@liberty-ltc.com>; Jeff Wilson <jwilson@libertyhcare.com>; Ronnie McNeill <rmcneill@libertyhcare.com>
Subject: Re: Hospice

I spoke with CON and the healthcare planning section. There is no waiver that we could get. What we can do is file a petition for a special need determination for one hospice agency for Hyde County. This would basically amount to the "need/demand" section of a CON application. I would make a presentation at one of the State a health Coordinating Council's public hearings where we would want to have a few local folks such as reps from the health department and also Geraldine speak about the situation on the ground. We would need a good bit of anecdotal evidence because applying the state's methodology to Hyde County's population won't do us any good. If we are successful in convincing the SHCC to issue a special need determination it would be in the 2017 SMFP and we could apply for the CON sometime next year. Of course, it would be open for anyone to apply, but presumably we're the only ones that want to serve hospice patients in Hyde.

Hunter Diefes
Director of Financial Planning
Liberty Healthcare Management, Inc.
(910) 332-1983

From: Kris Noble [<mailto:knoble@hydecountync.gov>]
Sent: Tuesday, March 01, 2016 9:10 AM
To: Geraldine Weatherly <GWeatherly@liberty-ltc.com>
Cc: 'Bill Rich' <brich@hydecountync.gov>; dhoward@hydehealth.com
Subject: RE: Hyde County Hospice

Thank you Gerri –

I've copied Bill Rich and David Howard to keep them in the loop as well. We are very concerned about having hospice level service across the county that we can count on. We are especially experiencing difficulty with serving the island. I hope Liberty is able to make headway with obtaining a CON. Thanks for the information and let us know if we can be of assistance – Kris

From: Geraldine Weatherly [<mailto:GWeatherly@liberty-ltc.com>]
Sent: Tuesday, March 01, 2016 5:32 AM
To: knoble@hydecountync.gov
Subject: Fwd: Hyde County Hospice

Wanted to keep you in the loop. This is what we know at this point.

Sent from my iPhone

Begin forwarded message:

From: Tony Zizzamia <TZizzamia@libertyhomecare.com>
Date: February 29, 2016 at 12:27:25 PM EST
To: Ronnie McNeill <rmcneill@libertyhcare.com>, Sandy McNeill <SMcNeill@libertyhcare.com>, Jeff Wilson <jwilson@libertyhcare.com>, Hunter Diefes <HDiefes@libertyhcare.com>, Geraldine Weatherly <GWeatherly@liberty-ltc.com>
Subject: Hyde County Hospice

I just spoke with Carol Newman with Curo. She stated they would not be interested in selling the CON for hospice in Hyde county because the provider number is also attached to another agency that is still active. So, most likely the only course of action is to see if CON branch will allow an exception due to no local agency now serving the county. Hunter, can you make some inquiries at CON? I also left another message with Carol to see if she would disclose the other location(s) and see if they would consider a bundled package.

Anthony J. Zizzamia, Jr.
President

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

Meeting Date: May 2, 2016
Presenter: Commissioner John Fletcher
Attachment:

ITEM TITLE: COMMISSIONER CONCERNS

SUMMARY: Commissioner Fletcher will discuss items of concern:

- a. Sound Side Beach Access Update – Kris Noble
- b. NC 12 Road Relocation Update – Kris Noble
- c. Consolidation of Health and Human Services (DHHS)
- d. Dental Health – Ocracoke School
- e. Nutritional Health – Ocracoke School
- f. Mosquito Control – Ocracoke – Zika Virus Precautions

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: May 2, 2016
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: NC 12 ROAD RELOCATION UPDATE

SUMMARY: Kris Noble will provide an update on the status of the relocation of NC 12 in-between Oregon Inlet and Hatteras Island

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: May 2, 2016
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: SOUND SIDE BEACH ACCESS UPDATE

SUMMARY: Kris Noble will provide an update on the status of sound side beach access on Ocracoke

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