

**TENTATIVE AGENDA & MEETING NOTICE  
BOARD OF COUNTY COMMISSIONERS**

**TUESDAY, MAY 1, 2018  
8:30 A.M.**

**WATAUGA COUNTY AGRICULTURAL CONFERENCE CENTER  
252 POPLAR GROVE RD, BOONE**

TIME	#	TOPIC	PRESENTER	PAGE
8:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: April 17, 2018, Regular Meeting April 17, 2018, Closed Session		1
	3	APPROVAL OF THE MAY 1, 2018, AGENDA		9
8:35	4	JUVENILE CRIME PREVENTION COUNCIL (JCPC) FY 2019 CERTIFICATION, MEMBERSHIP, AND COUNTY PLAN	MR. PAUL HOLDEN	11
8:40	5	APPALACHIAN DISTRICT HEALTH DEPARTMENT'S COMMUNITY HEALTH ASSESSMENT REPORT PRESENTATION	MS. MARIA JULIAN	55
8:45	6	PROPOSED ALLOCATION OF PROJECTED FY 2019 HOME AND COMMUNITY CARE BLOCK GRANT (H&CCBG) FUNDS	MS. ANGIE BOITNOTTE	69
8:50	7	BID AWARD REQUEST FOR EAST ANNEX HVAC REPLACEMENT PROJECT	MR. ROBERT MARSH	73
8:55	8	BROOKSHIRE PARK SOUTH FORK NEW RIVER STABILIZATION	MR. JOE FURMAN	83
9:00	9	PROPOSED JUVENILE CRIME PREVENTION COUNCIL (JCPC) BUDGET AMENDMENT	MS. MARGARET PIERCE	89
9:05	10	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
		A. Presentation of the FY 2019 Capital Improvement Plan (CIP)		93
		B. Presentation of the Manager's FY 2019 Recommended Budget		95
		C. Proposed Property & Liability Insurance and Workers Compensation Renewals Request		97
		D. Announcements		107
9:10	11	PUBLIC COMMENT		108
10:10	12	BREAK		108
10:15	13	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3) Land Acquisition – G. S. 143-318.11(a)(5)(i) Personnel Matters – G. S. 143-318.11(a)(6)		108
10:30	14	ADJOURN		

**AGENDA ITEM 2:**

**APPROVAL OF MINUTES:**

April 17, 2018, Regular Meeting  
April 17, 2018, Closed Session

**DRAFT****MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS  
TUESDAY, APRIL 17, 2018**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, April 17, 2018, at 5:30 P.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

**PRESENT:** John Welch, Chairman  
 Billy Kennedy, Vice-Chairman  
 Jimmy Hodges, Commissioner  
 Larry Turnbow, Commissioner  
 Perry Yates, Commissioner  
 Anthony di Santi, County Attorney  
 Deron Geouque, County Manager  
 Anita J. Fogle, Clerk to the Board

Chairman Welch called the meeting to order at 5:30 P.M.

Commissioner Yates opened with a prayer and Vice-Chairman Kennedy led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Chairman Welch called for additions and/or corrections to the April 3, 2018, regular meeting and closed session minutes.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the April 3, 2018, regular meeting minutes as presented.

VOTE: Aye-5  
 Nay-0

Vice-Chairman Kennedy, seconded Commissioner Yates, moved to approve the April 3, 2018, closed session minutes as presented.

VOTE: Aye-5  
 Nay-0

**APPROVAL OF AGENDA**

Chairman Welch called for additions and/or corrections to the April 17, 2018, agenda.

County Manager Geouque requested to add surplus property under Finance Matters.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the April 17, 2018, agenda as amended.

VOTE: Aye-5  
Nay-0

### **APPALACHIAN REGIONAL LIBRARY PRESENTATION**

Ms. Jane Blackburn, Appalachian Regional Library (ARL) Director, introduced the following who were present for the meeting: Mr. Terry Hamilton, an Appalachian Regional Library Board member, Ms. Tish Rokoske, a former Board member, and Ms. Monica Caruso, the Watauga County Librarian. Ms. Blackburn presented the recently completed salary study, as performed by Springsted, for the ARL.

Ms. Blackburn began by stating that the Interlocal Agreement for the Appalachian Regional Library stipulates that the budgets for each county “will include an agreed upon amount paid by each member county for the materials, salaries, and operating expenses.” Ms. Blackburn went on to give data and the reasons why the ARL chose to do a compensation study and what they hoped to achieve with the study. The results of the study shows that salary levels within the ARL are significantly lower than the average salary rates paid in comparable regional library systems and the turnover rate is high within the ARL which is costly in services and funds.

Ms. Blackburn stated that the following options were presented by Springsted:

- Option 1 brings all those below grade to the minimum of the new recommended grade and provides nothing for those within or above grade.
- Option 2 brings all those under grade to the minimum of their new recommended grade and provides all those whose current salaries fall within grade a 2% increase (if any are below grade by less than 2%, they get a full 2% raise).
- Option 3 brings employees into the new scale using a ‘Years of Service’ adjustment based on time with the library as benchmark for service length.

Option 3 is Springsted’s and the ARL Governing Board’s recommended option.

Ms. Blackburn requested the Board of Commissioners consider moving all current employees to the minimum in their salary range in the new pay scale, plus 0.5% per year in position, and fully fund all personnel costs, over the course of the next 3 years.

No action was taken at this time as the request will be discussed during the budget process.

### **PROPOSED PROCLAMATION HONORING RENEE BOUGHMAN AND F.A.R.M. CAFÉ**

Mr. Thomas Brown, Volunteer Coordinator and Marketing/Development Coordinator with F.A.R.M. Café, presented a proposed proclamation declaring May 2, 2018, as RENEE BOUGHMAN and F.A.R.M. CAFÉ DAY. The purpose of the proclamation is to bring awareness and support of work to end food insecurity in the High Country by visiting the



F.A.R.M. Café. Mr. Brown invited the Board to F.A.R.M. Café on May 2 where Best Cellar will be providing lunch and the proclamation will be presented to Renee Boughman.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to adopt the proclamation as presented.

VOTE: Aye-5  
Nay-0

*[Clerk's Note: Due to technical problems, the Community/Recreation Center Update presentation was given prior to Closed Session.]*

### **REQUEST FOR RPO RANKING OF TRANSPORTATION PROJECTS**

Mr. Joe Furman, Planning and Inspections Director, requested the Board rank in order the eight (8) listed projects for the possible inclusion in the 2020-2029 State Transportation Improvement Program (STIP). The rankings are due May 1, 2018.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the following ranking of projects for possible inclusion in the 2020-2029 State Transportation Improvement Program (STIP):

1. Multi-lane US Hwy 421 from Vilas to Tennessee line
2. Multi-lane NC Hwy 194 from East King Street to Howard's Creek Road
3. Middle Fork Greenway, Section 5 from Niley Cook Road to Jordan V. Cook Road
4. Multi-lane 105 Bypass
5. Improve Deerfield Road/Bamboo Road intersection at 3-way stop sign
6. Improve US Hwy 321 between Payne Branch Road and Fairway Drive
7. Multi-lane NC Hwy 105 from Clark's Creek Road to US Hwy 221 in Linville
8. Improve US Hwy 421/old 421 South intersection at Food Lion

VOTE: Aye-5  
Nay-0

### **TAX MATTERS**

#### ***A. Monthly Collections Report***

Tax Administrator, Mr. Larry Warren, presented the Tax Collections Report for the month of March 2018. This report was presented for information only and, therefore, no action was required.

#### ***B. Refunds and Releases***

Mr. Warren presented the Refunds and Releases Report for March 2018 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Yates, seconded by Vice-Chairman Kennedy, moved to approve the Refunds and Releases Report for March 2018, as presented.

VOTE: Aye-5  
Nay-0

## **FINANCE MATTERS**

### ***A. Budget Amendments***

Ms. Margaret Pierce, Finance Director, reviewed the following budget amendments:

Account #	Description	Debit	Credit
103300-332004	SHIIP Grant		\$2,566
105550-449901	SHIIP Grant Expenses	\$2,566	

The amendment recognizes the acceptance of the Medicare Improvements for Patients and Providers Act (MIPPA) grant from the State Health Insurance Information Program (SHIIP). No match is required.

105911-471000	NC Lottery Funds		\$117,500
105911-470004	Valle Crucis Fire Alarm Replacement	\$57,500	
105911-470028	Phone and Intercom System – Cove Creek	\$60,000	

The amendment allocates funds for the NC Lottery projects as requested by the Watauga County Schools and approved by the North Carolina Department of Public Instruction.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the budget amendments as presented by Ms. Pierce.

VOTE: Aye-5  
Nay-0

### ***B. Proposed Community Recreation Center Financing***

Ms. Pierce presented an engagement letter from Parker Poe Adams & Bernstein LLP to serve as the County's Bond Council for the financing of the new Community Recreation Center. The County has utilized the services of Parker Poe Adams & Bernstein LLP multiple times in which they have provided exemplary service. The fee is a \$55,000 lump sum payment for Bond Council Services.

Commissioner Yates, seconded by Commissioner Turnbow, moved to approve Parker Poe Adams & Bernstein LLP as the County's Bond Council for the Community Recreation Center and approve the \$55,000 lump sum fee contingent upon the County Attorney's review.

VOTE: Aye-5  
Nay-0

Ms. Pierce also presented an engagement letter from Robert W. Baird & Company, Inc. to serve as the County's managing underwriter or placement agent for the Community Recreation Center. The engagement letter will be replaced and superseded by a bond purchase agreement to be entered into when the Securities are priced following a successful completion of the offering process. Robert W. Baird & Company, Inc. has served in many projects in North Carolina and has a successful relationship with the North Carolina Local Government Commission. The proposed fees are in line with the 2012 school refinance. Robert W. Baird & Company, Inc.'s per bond fee is not to exceed \$2.85/\$1,000 plus expenses related to the bond issuance.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve Robert W. Baird & Company, Inc. as the County's managing underwriter or placement agent for the Community Recreation Center and approve the fee of \$2.85/\$1,000 plus expenses related to the bond issuance contingent upon the County Attorney's review.

VOTE: Aye-5  
Nay-0

### ***C. Surplus Property***

Ms. Pierce stated that a surplus 1998 John Deere 160 Excavator was put on GovDeals for sale with an expected sale price of \$15,000-20,000. The auction closed April 16, 2018, with a high bid of \$36,501. The amount of the sale exceeded the County Manager's approval level of \$30,000, therefore; Board approval was required to finalize the sale.

Ms. Pierce stated that a 2005 Volvo VHD roll off truck has also been declared surplus with an expected sale price in the range of \$20,000-25,000. Based on the sale of the last item, staff recommends the Board approve the surplus and sale of this vehicle in the event the \$30,000 threshold is once again exceeded.

Commissioner Yates, seconded by Commissioner Turnbow, moved to approve the sale of the 1998 John Deere Excavator and the surplus and sale of the 2005 Volvo truck as presented by Ms. Pierce.

VOTE: Aye-5  
Nay-0

## **MISCELLANEOUS ADMINISTRATIVE MATTERS**

### ***A. Authorize the Transfer of County Owned Property at 131 Morningside Drive to the Town of Boone***

County Manager Geouque stated that in August of 2014, the Board approved the submittal of an application to the Hazardous Mitigation Grant Program (HMGP) for funding for the demolition and removal of a home located at 131 Morningside Drive in Boone. Several years ago numerous homes located in the area were demolished and removed along Morningside Drive as part of a HMGP project. At that time, the subject property owner was not interested in participating in the

project. However, continued flood related issues after the sale of the home has prompted the new owners to request participation in the HMGP. Based on conversations at that time with Mr. Stephen Sudderth, the Town of Boone was not interested in participating in the current application leaving the County the only option for assistance and relief for the home owner. Board approval was given to accept the grant from the Hazardous Mitigation Grant Program (HMGP) with matching funds to be paid by the State. The demolition and removal of the house has now been completed. The Town of Boone has indicated a willingness to accept the property.

County Manager Geouque stated that per North Carolina General Statute 160A-274 staff requests authorization for the transfer of the County owned property located at 131 Morningside Drive to the Town of Boone. The County would handle all necessary legal work regarding the transfer.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to authorize the transfer of the County owned property located at 131 Morningside Drive to the Town of Boone with the all necessary legal work regarding the transfer to be handled by the County.

VOTE: Aye-5  
Nay-0

### ***B. Announcements***

County Manager Geouque announced the following:

- The location of the Tuesday, May 1, 2018, Board of Commissioners meeting has been changed to the Cooperative Extension Conference Room due to One-Stop Voting taking place in the Commissioners' Board Room. The meeting will be held at 8:30 A.M.
- Budget Work Sessions are scheduled for Wednesday, May 2, and Thursday, May 3, 2018, from 12:00 P.M. until 7:00 P.M. The Work Sessions will be held in the Commissioners' Conference Room.

### **PUBLIC COMMENT**

Mr. Craig Hughes, AppalCART Director, and Mr. Jim Ritchey with Whitman Requardt and Associates, LLP, shared that AppalCART is conducting a Comprehensive Service Review and encouraged everyone to tell AppalCART "where to go." Mr. Hughes shared the following dates and invited the Board to attend:

<u>Tuesday, April 17</u>	<u>Wednesday, April 18</u>	<u>Thursday, April 19</u>
BREMCO	College of Education	108 Lakeside Drive,
2491 US HWY 421 S, Boone	Building, Room 124A	Blowing Rock
10:00 A.M. – 12:00 P.M.	151 College Street, Boone	Drop-In Session
Stakeholder Workshop	Drop-In Sessions	12:00 – 2:00 P.M.
12:00 – 2:00 P.M.	9:30 A.M. - 11:00 A.M.	
Drop-In-Session	11:00 A.M. - 12:30 P.M.	
	1:00 P.M. - 2:30 P.M.	
	2:30 P.M. - 4:00 P.M.	

A link to the Comprehensive Service Review survey has been posted under announcements on the County's website.

Mr. Hughes also gave a brief update on the bus fleet by stating that ten new buses were received in January with nine already incorporated into operations and one on standby to when the Appalachian State University College of Health Sciences opens.

**COMMUNITY/RECREATION CENTER UPDATE**

Mr. Chad Roberson with Clark Nexsen gave a presentation on the current plans for the recreation center. Mr. Roberson shared the layout of the facility and described the façade as well. Mr. Roberson reviewed the design development timeline as well as costs. Completion of the facility is expected by May 2020 at a total cost of approximately \$30,000,000.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve the design development submittal and direct Clark Nexsen to proceed with the construction documents.

VOTE: Aye-5  
Nay-0

**CLOSED SESSION**

At 7:10 P.M., Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-5  
Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to resume the open meeting at 7:25 P.M.

VOTE: Aye-5  
Nay-0

**ADJOURN**

Vice-Chairman Kennedy, seconded by Chairman Welch, moved to adjourn the meeting at 7:25 P.M.

VOTE: Aye-5  
Nay-0

John Welch, Chairman

ATTEST:  
Anita J. Fogle, Clerk to the Board

**AGENDA ITEM 3:**

**APPROVAL OF THE MAY 1, 2018, AGENDA**

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**AGENDA ITEM 4:**

**JUVENILE CRIME PREVENTION COUNCIL (JCPC) FY 201; CERTIFICATION, MEMBERSHIP, AND COUNTY PLAN**

**MANAGER’S COMMENTS:**

Mr. Paul Holden will present the Juvenile Crime Prevention Council (JCPC) Certification and County Plan as well as the membership roster for FY 2019.

Board approval is requested for the certification and membership.





# WATAUGA COUNTY

## FINANCE OFFICE

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814 West King St., Room 216 - Boone, NC 28607 - Phone (828) 265-8007 Fax (828) 265-8006

### MEMORANDUM

**TO:** Deron Geouque, County Manager  
**FROM:** Margaret Pierce, Finance Director  
**SUBJECT:** JCPC Certification, Membership, and County Plan for 2018-19  
**DATE:** April 24, 2018

Attached please find the annual Juvenile Crime Prevention Council Certification, membership recommendations, and County Plan for the coming fiscal year. Paul Holden, Juvenile Crime Prevention Council Chairperson, will be available to answer any questions the Board may have. These documents summarize the work done for the current fiscal year and the plan for the next fiscal year.

Board approval is requested.



NC Department of Public Safety
Juvenile Crime Prevention Council Certification

Fiscal Year: 2018-2019

County: Watauga Date: 4-23-18

CERTIFICATION STANDARDS

STANDARD #1 - Membership

- A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? yes
B. Is the membership list attached? yes
C. Are members appointed for two year terms and are those terms staggered? yes
D. Is membership reflective of social-economic and racial diversity of the community? yes
E. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? no

If not, which positions are vacant and why?
Positions are being recruited.

STANDARD #2 - Organization

- A. Does the JCPC have written Bylaws? yes
B. Bylaws are [ ] attached or [X] on file (Select one.)
C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. yes
D. Does the JCPC have written policies and procedures for funding and review? yes
E. These policies and procedures [ ] attached or [X] on file. (Select one.)
F. Does the JCPC have officers and are they elected annually? yes
JCPC has: [X] Chair; [X] Vice-Chair; [ ] Secretary; [X] Treasurer.

STANDARD #3 - Meetings

- A. JCPC meetings are considered open and public notice of meetings is provided. yes
B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? yes
C. Does the JCPC meet bi-monthly at a minimum? yes
D. Are minutes taken at all official meetings? yes
E. Are minutes distributed prior to or during subsequent meetings? yes

STANDARD #4 - Planning

- A. Does the JCPC conduct an annual planning process which includes a needs assessment, monitoring of programs and funding allocation process? yes
B. Is this Annual Plan presented to the Board of County Commissioners and to DPS? yes
C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? yes

**STANDARD #5 - Public Awareness**

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? ( RFP, distribution list, and article attached) \_\_\_\_\_ yes
- B. Does the JCPC complete an annual needs assessment and make that information available to agencies which serve children or their families, and to interested community members? \_\_\_\_\_ yes

**STANDARD #6 – No Overdue Tax Debt**

- A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level? \_\_\_\_\_ yes

Briefly outline the plan for correcting any areas of standards non-compliance.

Having complied with the Standards as documented herein, the Juvenile Crime Prevention Council may use up to \$15,500 of its annual Juvenile Crime Prevention fund allocation to cover administrative and related costs of the council. *Form JCPC/ OP 002 (b) JCPC Certification Budget Pages* detailing the expenditure budget must be attached to this certification.  
 The JCPC Certification must be received by June 30, 2018.

**JCPC Administrative Funds  
SOURCES OF REVENUE**

<b>DPS JCPC</b>	
Only list requested funds for JCPC Administrative Budget.	_____ 1,500
<b>Local</b>	_____
<b>Other</b>	_____
<b>Total</b>	_____ 1,500

\_\_\_\_\_  
 JCPC Chairperson Date

\_\_\_\_\_  
 Chairman, Board of County Commissioners Date

\_\_\_\_\_  
 DPS Designated Official Date



**Juvenile Crime Prevention Council Certification (cont'd)**

Watauga

County

FY 2018-2019

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Paul Holden	Student Ser. Dir.	<input checked="" type="checkbox"/>	W	M
2) Chief of Police	Kat Eller	Detective	<input checked="" type="checkbox"/>	W	F
3) Local Sheriff or designee	Dee Rominger	Captain	<input checked="" type="checkbox"/>	W	F
4) District Attorney or designee			<input type="checkbox"/>		
5) Chief Court Counselor or designee	Lisa Garland	Chief Counselor	<input type="checkbox"/>	W	F
6) Director, AMH/DD/SA, or designee	Karen Brown	Vaya Health	<input checked="" type="checkbox"/>	W	F
7) Director DSS or designee	Jocelyne Bond	Social Worker	<input checked="" type="checkbox"/>	W	F
8) County Manager or designee	Margaret Pierce	Finance Director	<input checked="" type="checkbox"/>	W	F
9) Substance Abuse Professional	Murray Hawkinson	Daymark Recovery Serv.	<input type="checkbox"/>	W	M
10) Member of Faith Community			<input type="checkbox"/>		
11) County Commissioner	John Welch	County Commissioner	<input type="checkbox"/>	W	M
12) Two Persons under age 18 (State Youth Council Representative, if available)			<input type="checkbox"/>		
13) Juvenile Defense Attorney	Josh Teague	Attorney	<input type="checkbox"/>	W	M
14) Chief District Judge or designee	Hal Harrison	District Judge	<input type="checkbox"/>	W	M
15) Member of Business Community			<input type="checkbox"/>		
16) Local Health Director or designee			<input type="checkbox"/>		
17) Rep. United Way/other non-profit			<input type="checkbox"/>		
18) Representative/Parks and Rec.	Stephen Poulos	Director, P&R	<input type="checkbox"/>	W	M
19) County Commissioner appointee	Joan Hearn	Guardian Ad Litem	<input type="checkbox"/>	W	F
20) County Commissioner appointee	Mechelle Miller	Court Counselor	<input type="checkbox"/>	W	F
21) County Commissioner appointee	Josh Johnson	Court Counselor	<input type="checkbox"/>	W	M
22) County Commissioner appointee	Judy Winecoff	Youth Services Librarian	<input type="checkbox"/>	W	F
23) County Commissioner appointee			<input type="checkbox"/>		
24) County Commissioner appointee			<input type="checkbox"/>		
25) County Commissioner appointee			<input type="checkbox"/>		

<b>SECTION VII</b>		<b>JCPC Certification Budget Pages</b>		
<b>Program:</b>		<b>County Juvenile Crime Prevention Council</b>		
<b>Fiscal Year</b>	<b>2018-2019</b>	<b>Number of months</b>		
		<b>Cash</b>	<b>In-Kind</b>	<b>Total</b>
<b>I. Personnel Services</b>				
120	Salaries & Wages			
180	Fringe Benefits			
190	Professional Services			
<b>II. Supplies &amp; Materials</b>		<b>\$350</b>		<b>\$350</b>
210	Household & Cleaning			
220	Food & Provisions	\$250		\$250
230	Education & Medical			
240	Construction & Repair			
250	Vehicle Supplies & Materials			
260	Office Supplies & Materials	\$100		\$100
280	Heating & Utility Supplies			
290	Other Supplies & Materials			
<b>III. Current Obligations &amp; Services</b>		<b>\$1,150</b>		<b>\$1,150</b>
310	Travel & Transportation			
320	Communications			
330	Utilities			
340	Printing & Binding			
350	Repairs & Maintenance			
370	Advertising	\$120		\$120
380	Data Processing			
390	Other Services	\$1,030		\$1,030
<b>IV. Fixed Charges &amp; Other Expenses</b>				
410	Rental of Real Property			
430	Equipment Rental			
440	Services & Maint. Contracts			
450	Insurance & Bonding			
490	Other Fixed Charges			
<b>V. Capital Outlay</b>				
510	Office Furniture & Equipment			
530	Educational Equipment			
540	Motor Vehicle			
550	Other Equipment			
580	Buildings, Structures & Improv.			
<b>Total</b>		<b>\$1,500</b>		<b>\$1,500</b>





## Watauga County Juvenile Crime Prevention Council Request for Proposals

**\$114,285**

Anticipated County Allocation

**30%**

Required Local Match Rate

**January 31, 2018**

Date Advertised

The Juvenile Crime Prevention Council (JCPC) has studied the risk factors and needs of Juvenile Court involved youth in this county and hereby publishes this Request for Proposals. The JCPC anticipates funds from the NC Department of Public Safety, Division of Adult Correction and Juvenile Justice, Juvenile Community Programs section in the amount stated above to fund the program types specified below. Such programs will serve delinquent and at-risk youth for the state fiscal year 2018-2019 beginning on, or after, July 1, 2018. The use of these funds in this county requires a local match in the amount specified above.

The JCPC will consider proposals for the following needed programs:

Parent/Family Skills	Mediation	
Interpersonal Skills	Restitution/Community Service	Home Based Family Counseling
Experiential Skill	Tutoring/Academic Enhancement	Temporary Shelter

Proposed program services should target the following risk factors for delinquency or repeat delinquency:

Substance Use/Abuse  
School Behavior Problems  
Relationships with Peers  
Parental Supervision

Programs should address one or more of the following concerns as reported in the Needs Assessments for adjudicated youth:

Peer Domain:	Peer Relationships	
Individual Domain:	Substance Use	Abuse/Neglect History
	Mental Health Needs	
Family Domain:	Family Supervision Skills	Conflict in the home
	Family Substance Abuse	Family Criminality
School Domain:	School Behavior Problems	

Applicants are being sought that are able to address items below:

1. Program services compatible with research that are shown to be effective with juvenile offenders.
2. Program services are outcome-based.
3. The program has an evaluation component.
4. Program services detect gang participation and divert individuals, if applicable.

Local public agencies, 501(c)(3) non-profit corporations, and local housing authorities are invited to submit applications to provide services addressing the above elements.

Dr. Paul Holden

at

828-264-7190

JCPC Chairperson or Designee

Telephone #

In order to apply for FY 2018-2019 JCPC funding, you must complete and submit your application online by accessing NC ALLIES. Please read and follow all instructions at the following link:

<https://www.ncdps.gov/Juvenile-Justice/Community-Programs/Juvenile-Crime-Prevention-Councils/Program-Agreement-Information>

After submitting the application electronically, print and submit hard copies as indicated below. Private non-profits are also required to upload No Over Due Tax form, Agency's Conflict of Interest Policy, and DPS Conflict of Interest Statements, and upon request, proof of 501(c)(3) status.

**NOTE:** For further information, or technical assistance about applying for JCPC funds in this county, contact your Area Consultant, Linda Graney at 828-296-4743.

Deadline for Application is: March 8, 2018 by 4:00 P.M.

Mail or deliver Watauga County Finance Office

applications to: 814 West King St, Suite 216

Boone, NC 28607

New applications should contact Watauga County Finance Office.

Number of original copies to submit: 1

Telephone: 828-265-8007

**Becky Ballew**

**From:** Becky Ballew  
**Sent:** Tuesday, January 30, 2018 8:42 AM  
**To:** 'Andy Ellis'; Becky Ballew; 'Brandi Deyton'; 'Candis Walker'; 'Charlene Leonard'; 'Corinne Giles'; 'Danny Biddix'; 'Dee Dee Rominger'; 'Denise Presnell'; 'Dick Hearn'; 'Graney, Linda'; 'Hallmon Hughes'; 'Heather Canipe'; 'Jennifer Warren'; 'Jessi Shehan'; 'Joan Hearn'; 'Jocelyne Bond'; 'John Troy Autry'; 'John Welch'; 'Josh Johnson'; 'Josh Teague'; 'Judge Harrison'; 'Judith Winecoff'; 'Karen Brown'; 'Kat Eller'; 'Lisa Garland'; 'Lori Gerber'; 'Mandy Smith'; 'Margaret Pierce'; 'Marisa Cornell'; 'Matt Rupp'; 'Mechelle Miller'; 'Murray Hawkinson'; 'Paul Holden'; 'Stephen Poulos'; 'Veronica Timbers'; 'Zack Green'  
**Subject:** FW: JCPC RFP 2018-19.xls  
**Attachments:** PSA for RFP process.doc; Watauga JCPC Risk and Needs Assessment Summary - 2018-2019.doc; JCPC RFP 2018-19.xls

Please see the attached RFP for applying for Fiscal Year 2018-2019 JCPC funds.

Please forward to any agencies that might be interested.

Thanks,

**Becky Ballew**  
**Watauga County Finance Department**  
**814 West King Street, Suite 216**  
**Boone, NC 28607**  
**ph: (828) 265-8008**  
**fax: (828) 265-8006**  
**[beckv.ballew@watgov.org](mailto:beckv.ballew@watgov.org)**



**From:** Margaret Pierce  
**Sent:** Monday, January 29, 2018 4:54 PM  
**To:** Becky Ballew  
**Subject:** JCPC RFP 2018-19.xls

Ready to publish PSA with newspaper and on county website. Please send the email announcement to all JCPC along with Murray's summary report on risks and needs.

Thanks!

Margaret Pierce  
 Finance Director  
 Watauga County  
 814 West King Street, Suite 216  
 Boone, NC 28607



The Juvenile Crime Prevention Council (JCPC) has studied the risk factors and needs of Juvenile Court involved youth in this county and hereby publishes a Request for Proposals. The JCPC anticipates funds from the NC Department of Public Safety, Division of Adult Correction and Juvenile Justice, Juvenile Community Programs section in the amount of \$114,285 to fund programs to serve delinquent and at-risk youth for the state **fiscal year 2018-2019** beginning on, or after, **July 1, 2018**. The use of these funds requires a local match of 30%. Please see the Watauga County website at [www.wataugacounty.org](http://www.wataugacounty.org) for further details on the application process. Deadline for applications is March 8, 2018 at 4:00 PM.

**MOUNTAIN TIMES**

PUBLICATIONS  
P.O. BOX 1815  
BOONE NC 28607  
(828) 264-6397

Fax(828) 262-0282

Advertising Memo Bill

1  Memo Bill Period 01/2018		2  Advertiser/Client Name WATAUGA CO FINANCE	
23  Total Amount Due 99.78		*Unapplied Amount	3  Terms of Payment
21  Current Net Amount Due .00	22  30 Days .00	60 Days .00	Over 90 Days .00
4  Page Number 1	5  Memo Bill Date 01/30/18	6  Billed Account Number 106000	7  Advertiser/Client Number 106000

8  Billed Account Name and Address WATAUGA CO FINANCE 814 WEST KING STREET, SUITE 2 BOONE NC 28607		Amount Paid: <hr/>
		Comments:
		Ad #: 1921839

Please Return Upper Portion With Payment

10  Date	11  Newspaper Reference	12 13 14  Description-Other Comments/Charges	15  SAU Size 16  Billed Units	17  Times Run 18  Rate	19  Gross Amount	20  Net Amount
01/31/18	1921839 LG1	JCPC RFP PROCESS - 01/31 HCWD	1X 2.97 3.00	1 33.26	99.78	99.78

AFFIDAVIT  
ATTACHED

Salesperson: HOUSE

**Statement of Account - Aging of Past Due Amounts**

21  Current Net Amount Due 0.00	22  30 Days 0.00	60 Days 0.00	Over 90 Days 0.00	*Unapplied Amount	23  Total Amount Due 99.78
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**MOUNTAIN TIMES**

(828) 264-6397

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24  Invoice 1921839	25  Billing Period 01/2018	Advertiser Information			
	6  Billed Account Number 106000	7  Advertiser/Client Number 106000	2  Advertiser/Client Name WATAUGA CO FINANCE		

### AFFIDAVIT OF PUBLICATION

#### NORTH CAROLINA-WATAUGA COUNTY

Before the undersigned, a Notary Public of said County and State, duly commissioned, qualified and authorized by the law to administer oaths, personally appeared:

SUSAN BRACKIN

Who being first duly sworn, deposes and says: that he (she) is  
REPRESENTATIVE

of a newspaper known as THE WATAUGA DEMOCRAT, published and entered as second class mail in City of Boone, in said County and State; that he (she) is authorized to make this affidavit and sworn statement; that the notice of other legal advertisement, a true copy of which is attached hereto, was published in THE WATAUGA DEMOCRAT the following dates :

JCPC RFP PROCESS

01/31/2018

The Juvenile Crime Prevention Council (JCPC) has studied the risk factors and needs of Juvenile Court involved youth in this county and hereby publishes a Request for Proposals. The JCPC anticipates funds from the NC Department of Public Safety, Division of Adult Correction and Juvenile Justice, Juvenile Community Programs section in the amount of \$114,285 to fund programs to serve delinquent and at-risk youth for the state fiscal year 2018-2019 beginning on, or after, July 1, 2018. The use of these funds requires a local match of 30%. Please see the Watauga County website at [www.watauga-county.org](http://www.watauga-county.org) for further details on the application process. Deadline for applications is March 8, 2018 at 4:00 PM.

and that the said newspaper in which such notice, paper, document or legal advertisement was published was, at the time of each and every such publication, a newspaper meeting all of the requirements and qualifications of Section I-597 of the General Statutes of North Carolina and was a qualified newspaper within the meaning of Section I-597 of the General Statutes of North Carolina.

This 30th day of January, 2018

Susan Brackin

Sworn to and subscribed before me, this 30th day of January, 2018

Virginia M. Jorgenson  
Notary Public Virginia M. Jorgenson

My Commission Expires: July 29, 2021



# **Juvenile Crime Prevention Council County Plan**

## **Watauga County**

### **For FY 2018-2019**

#### **Table of Contents**

- I. Executive Summary
- II. County Funding Plan
- III. Juvenile Crime Prevention Council Organization
- IV. County Risk and Needs Assessment Summary
- V. County Juvenile Crime Prevention Council Request for Proposals
- VI. Funding Decisions Summary
- VII. Funded Programs Program Enhancement Plan (PEP). (Add brief program description for any program without a PEP)

Attachments:

I.



Review years

## Executive Summary

The Watauga County Juvenile Crime Prevention Council (JCPC), in fulfillment of the duties and responsibilities as set forth in the General Statutes of the State of North Carolina, has reviewed and updated the County Plan for FY 2018-2019.

The JCPC has identified the issues and factors which have an influence and impact upon delinquent youth, at-risk youth, and their families in Watauga County. Further, the JCPC has identified the strategies and services most likely to reduce/prevent delinquent behavior.

Priorities for Funding: Through a risk & needs assessment and a resource assessment, the JCPC has determined that the following services are needed to reduce/prevent delinquency Watauga County.

1. Parent Education and Skill Building
2. Interpersonal Skill Building and an Interpersonal Skills program that specifically delivers Moral Reconciliation Therapy (MRT)
3. Tutoring and Academic Enhancement
4. Experiential Skills
5. Mediation
6. Community Service/Restitution
7. Home-based Family Counseling, specific to the undocumented and “underinsured youth
8. Temporary Shelter Care

Monitoring and Evaluation: Each program funded in the past year by the JCPC has been monitored. The monitoring results and program outcomes evaluations were considered in making funding allocation decisions. The JCPC continues to conduct implementation monitoring of its action plan and its funded programs on a quarterly basis

Funding Recommendations: Having published a Request for Proposals for these needed services for a minimum of thirty (30) days, the JCPC has screened the submitted proposals and has determined which proposals best meet the advertised needed services. As required by statute, the JCPC recommends allocation of the NC Department of Public Safety Funds to the following Programs in the amounts specified below for FY 2017-18 (*See JCPC Funding Allocations page*):

1. Juvenile Mediation \$5,375
2. Project Challenge \$46,390

Review years

3. Youth Resource Center \$43,250
4. Crossnore School \$11,770
5. Teen Leadership Development \$6,000

The JCPC further recommends that the following amount be allocated from the NC DPS funds for the administrative costs of the Council for FY 2017-2018:

\$ 1,500

The JCPC makes the following additional recommendations to (or brings the following to the attention of) the Commissioners of Watauga County:

The JCPC makes the following additional recommendations to (or brings the following to the attention of) the NC Department of Public Safety:

Respectfully Submitted,

Paul Holden  
Chair, Watauga County Juvenile Crime Prevention Council

*Date:*

# II.



## Watauga County

### NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 114,285 Local Match: \$ 33,840 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/Federal	Funds		
1	JCPC Administration	\$1,500						\$1,500	
2	Crossnore School	\$11,770	\$3,530					\$15,300	23%
3	Juvenile Mediation	\$5,375	\$1,615					\$6,990	23%
4	Project Challenge	\$46,390	\$13,920					\$60,310	23%
5	Teen Leadership Development	\$6,000	\$1,800					\$7,800	23%
6	Youth Resource Center	\$43,250	\$12,975					\$56,225	23%
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
<b>TOTALS:</b>		<b>\$114,285</b>	<b>\$33,840</b>					<b>\$148,125</b>	<b>23%</b>

The above plan was derived through a planning process by the Watauga County  
 Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2018-2019

Amount of Unallocated Funds \_\_\_\_\_

Amount of funds reverted back to DPS \_\_\_\_\_

Discretionary Funds added \_\_\_\_\_

check type  initial plan  update  final

-----DPS Use Only-----

Reviewed by _____	Area Consultant	_____	Date
Reviewed by _____	Program Assistant	_____	Date
Verified by _____	Designated State Office Staff	_____	Date

\_\_\_\_\_  
 Chairperson, Juvenile Crime Prevention Council (Date)

\_\_\_\_\_  
 Chairperson, Board of County Commissioners (Date)  
 or County Finance Officer

# III.

## Juvenile Crime Prevention Council Organization

	Name	Organization	Title
Chairperson	Paul Holden	Watauga County Schools	Student Services Director
Vice-Chairperson	Stephen Poulos	Watauga County Parks and Recreation	Director
Secretary			
Treasurer	Margaret Pierce	Watauga County Finance	Director
Assessment Committee Chairperson	Mechelle Miller	NCDPS	Court Counselor
Funding Committee Chairperson	Margaret Pierce	Watauga County Finance	Director

Number of members:

20

List meeting dates during the current fiscal year and identify the number of JCPC members in attendance for each.

Meeting Date	Number of Members in Attendance	Quorum Present? Yes/No
8-24-17	14	Yes
9-28-17	12	Yes
10-26-17	10	No
12-14-17	12	Yes
1-25-18	11	Yes
2-22-18	13	Yes
4-26-18		
5-24-18		

# IV.

**SUMMARY REPORT OF THE  
WATAUGA COUNTY RISK AND NEEDS ASSESSMENT COMMITTEE**

- I. Risk Assessment Summary**
- II. Needs Assessment Summary**
- III. Resource Assessment Summary**
- IV. Summary of Gaps and Barriers in the Continuum of Services**
- V. Proposed Priority Services for Funding**

**Part I. Risk Assessment Summary**

The Risk and Needs Assessment Committee reviewed data gleaned from the Juvenile Risk Assessment instrument administered by Juvenile Court Counselors after juveniles are referred with a complaint alleging that a delinquent act has occurred but prior to adjudication of the juvenile. The Juvenile Risk Assessment is an instrument used to predict the likelihood of the juvenile being involved in future delinquent behavior. For some youth, some of the individual item ratings may be heavily dependent upon information reported by the juvenile or the parent(s). For these items (*represented by percentages with a star next to them*), there is a likelihood of under-reporting the incidence of a particular behavior, and the actual incidence may be higher than suggested by these figures. In those cases, the figure should be interpreted as a measure of the minimum level of occurrence.

**Overall Risk Observations**

- The percentage of youth in the highest risk level, Level 5, is significantly higher than the State. Watauga's percentages over the previous three years were 22%, 18%, and 22%, while the State showed 11%, 13%, and 15%

**Watauga County Risk Factor Observations: FY 2016-2017**

- R6 Substance Use/Abuse – Substance abuse has remained above the State average over the previous four years: 22%, 20%, 31%, and 20%. State levels over the same period were between 11-13%.
- R7 School Behavior – Watauga was consistently higher than the State in the moderate category of school behavior problems with 52%, 40%, 41%, and 34%, while the State ranged from 26-29%.
- R8 Relationship with Peers – Youth who lack pro-social peers and associate with delinquent peers remained high over the four-year period: 60% in 2013-14, 45% in 2014-15, 51% in 2015-16, and 61% in 2016-17.
- R9 Parental Supervision – The number of parents willing but unable to supervise is significantly higher than the State figure of 18% in 2016-17. Percentages for Watauga were 46%, 49%, 51%, and 48% respectively over the previous four years.



## **Part II. Needs Assessment Summary**

The Risk and Needs Assessment Committee also reviewed data gleaned from the Juvenile Needs Assessment instrument administered by Juvenile Court Counselors prior to disposition in court. The Juvenile Needs Assessment is an instrument used to examine a youth's needs in the various domains of his life: The Individual Domain, The School Domain, The Peer Domain, and the Community Domain. This instrument was designed to detect service intervention needs as an aid in service planning. As with the Juvenile Risk Assessment, some of the individual item ratings may be heavily dependent on information reported by the juvenile or the parent(s). For these items (*represented by percentages with a star next to them*), there is a likelihood of under-reporting the incidence of a particular behavior, and the actual incidence may be higher than suggested by these figures. In those cases, the figure should be interpreted as a measure of the minimum level of occurrence.

### **Overall Needs Observations**

- The percentage of youth with medium and high needs is higher than the State. In 2016-17 Watauga's medium needs percentage was 46% versus the State's 34%. In the high needs category, Watauga was at 15% and the State was 5%.

### **Watauga County Elevated Needs Observations: FY 2016-2017**

- Y1 Peer Relationships – Youth rejected by positive peers remained high over a four-year period, ranging from 21% to 25%. This percentage is higher than the State average of 14% in 2016-17.
- Y2 School Behavior – Moderate school behavior problems ranged from 34% to 39% over the four-year period, higher than the State at 23% in 2016-17.
- Y4 Substance Abuse – Youth with substance abuse problems ranged from 15-27% over the four-year period compared to the State average of 13%.
- Y6 Abuse/Neglect History – The percentage of youth with a history of abuse was consistently higher than the State. Watauga ranged from 39%-42% over the four-year period versus the State average of 17%.
- Y8 Mental Health Needs – Youth with unmet mental health problems was consistently higher than the State. Watauga ranged from 44-71% over the four-year period, while the State average was 34%.
- F1 Conflict in the Home – Those youth experiencing conflict in the home was higher than the State over the previous four years (33%, 33%, 28%, and 37%). The State was 19%, 19%, 21%, and 21% over the same four-year period.
- F2 Family Supervision Skills – The percentage of families with marginal supervision skills over the past four years was 79%, 73%, 69%, and 63%, compared to the State at 50-53% over the same period.
- F4 Family Substance Abuse – Family substance abuse over a four-year period ranged from 21-29%, compared to the State average of 11%.

- F5 Family Criminality – The percentage of families with a criminal history has risen steadily over the four-year period (23%, 33%, 45%, and 46%). The State also rose over the period (32%, 33%, 37% and 40%).

### **Part III. Resource Assessment Summary**

See attached Continuum of Services.

### **Part IV. Summary of Gaps and Barriers in the Continuum of Services**

Community Day Programming: An elementary day treatment program is available. Similar services are still needed for middle and high school ages.

Transportation in the County is still a need for accessing resources.

The County underutilizes mediation services.

Undocumented youth and families lack access to State-funded mental health or substance abuse treatment, and good alternatives are limited.

Enhanced mental health services are not available to youth who lack either Medicaid or Health Choice coverage or are undocumented. VAYA does not fund either Day Treatment or Intensive In-Home in this situation.

A resource to help divorced or separated parents with co-parenting is a need.

Pro-social resources and afterschool activities are needed in the community. Transportation is also needed to access such resources. A Teen Center has been recommended for several years.

Language is seen as a barrier to using resources. Additional Hispanic and language resources are needed, including support groups for Hispanic parents and children.

Enhanced education on the prevention of substance abuse is needed for the high school.

Respite care is an additional service that is needed but absent.

There is a high number of youth coming to juvenile services with a history of abuse or neglect, which affects the trauma that youth experience as a result. This speaks to the need for the ongoing community effort to become a trauma-informed community.

## **Part V. Proposed Priority Services for Funding**

The Committee compared the services needed to address the elevated Juvenile Risk Factors and Juvenile Needs with the services currently available in the community. Services which are currently available in the community and sufficiently meet the needs of court-involved youth (or those youth at risk for court involvement) are not considered a priority for JCPC funding.

**The JCPC proposes that the following services be approved as funding priorities for FY 2018-2019:**

- Parent Education & Skill Building
- Interpersonal Skill Building and an Interpersonal Skills program that specifically delivers Moral Reconciliation Therapy (MRT)
- Tutoring and Academic Enhancement
- Experiential Skills
- Mediation
- Community Service/Restitution
- Home-based Family Counseling specific to undocumented and “underinsured” youth
- Temporary Shelter Care



Watauga County III. Continuum of Services - At a Glance

Instructions: Adjust arrows to cover target populations

- 1) JCPC funded
- 2) Available in Community
- 3) Needed - not available
- 4) Available-difficult to access
- 5) Services need to be expanded

Comprehensive Strategy

Prevention

Graduated Sanctions

Target Populations

Program Services & Structures Categories	Programs	Target Populations						
		All Youth	Youth at Greatest Risk	Pre-Adjudicated Youth	Delinquent- Level I / Prot. Supervision	Delinquent- Level II Youth	Delinquent- Level III Youth	Post Release Youth
Structured Activities	WYN-Youth Resource Center		1					
	WYN - Summer Program		1					
	Mountain Alliance		1					
	WYN Mentoring		1					
	NC Works		1					
	Alternative Learning Program-HS		1					
	Youth Villages-Lifeset, Independent Living Skills		1					
	DARE		1					
	Junior ROTC		1					
	Boy Scouts/Girl Scouts		1					
	4-H		1					
	Church Youth Groups		1					
	Police Explorer program		1					
	Upward Bound		1					
	Parks and Recreation programming		1					
	Teen Center/Rac Center		3					
	Gear Up, schools-tutoring and mentoring		1					
	Drug prevention programs		1					
Parenting Programs-Love and Logic & STEP		1						
Triple P Parenting - Levels 2 and 3		1						
Triple P Parenting - Levels 4 and 5		1						
Parenting resources and support		1						
Restorative Services	Mediation		1					
	Project Challenge		1					
Community Day Programming	Structured Day Program for grades 6-12		1					
	OSS/ISS Alternative setting		1					
	Day Treatment (K-5)-must meet mental health criteria		4					
	Daymark Recovery Services and Other Private Providers, Youth Villages		1					
Clinical Treatment	Western Area Multipurpose, Crisis, & Assessment Ctr.		1					
	Counseling Services -Mental Health & Private		1					
	Substance Abuse Treatment-Mental Health		1					
	Sex Offender Services - Children's Hope Alliance		1					
	Adolescent DBT(Dialectical Behavioral Therapy)		1					
	Not currently available, planned and coming soon		1					
	Parent Groups (Parents of kids in therapy) - psycho-educational		1					
	Behavioral Healthcare Counseling		1					
	Enhanced mental Health services for undocumented youth		1					
	Pregnancy Care Management		1					
	AMI Kids - Functional Family Therapy		1					
	Youth Villages-Intercept, in-home counseling		1					
	Mobile Crisis		1					
	ASC		1					
	Intensive In Home Services		1					
MST Multi Systemic Therapy		1						
Residential	Children's Hope Alliance		1					
	Eckerd Youth Alternatives		1					
	Independent Living program-need services closer to Watauga		4					
	Inpatient Substance Abuse Program		1					
	TASK-Children's Hope Alliance		1					
	Crossnore		1					
	Western Area Multipurpose, Crisis, & Assessment Ctr.		1					
	Grandfather Home-Children's Hope Alliance		1					
	Respite Care		1					
	Therapeutic Foster & Respite Care		1					
WestCare Residential Service for Girls-distance barrier		4						



**Watauga County**

050118 BCC Meeting

	<b>JCPC Continuum of Services</b>	<b>Currently Funded JCPC Services</b>	<b>JJTC Continuum of Services</b>	<b>JJTC Services Currently Available</b>
Structured Activities	Mentoring			
	Parent/Family Skills		Parent Education (Love and Logic)	Yes, available
	Interpersonal Skills			
	Experiential Skills			
	Tutoring/Academic Enhancement	Youth Resource Center		
	Vocational Skills			
Restorative Services	Mediation	Juvenile Mediation		
	Restitution/Community Service	Project Challenge	assumes JCPC as partner to fund community service	Project Challenge
	Teen Court			
Community Day Program	Structured Day			
Assessment	Psychological Assessment		Assessments/Psychologicals	Yes, available
Clinical Treatment	Counseling		Family/Individual Therapy, Multi-Family Group	Yes, available
	Home Based Family Counseling		Intensive In-Home, MST*	Yes, available
	Crisis Counseling		Crisis Counseling, Targeted Case Management	Yes, available
	Substance Abuse Treatment		Substance Abuse Treatment**	Yes, available
	Sex Offender Treatment		Sex Offender Treatment**	Yes, available
Residential Programs	Group Home	Barium Springs		
	Temporary Shelter Care	Barium Springs		
	Runaway Shelter			
	Specialized Foster Care		Therapeutic Foster Care	Not available. Barium Springs does not provide this service
	Temporary Foster Care			

\* =Where available    \*\* =May be provided through a partner like SAMHJJ Partnership or other JCPC funded program

**JCPC**  
**Watauga DPS Fundable Program Types**

	JCPC Continuum of Services	17-18 Priority	2018-19 Priorities
Structured Activities	Mentoring		
	Parent/Family Skills	X	X
	Interpersonal Skills	X	X
	Experiential Skills	X	X
	Tutoring/Academic Enhancement	X	X
	Vocational Skills		
Restorative Services	Mediation	X	X
	Restitution/Community Service	X	X
	Teen Court		
Community Day Program	Structured Day		
Assessment	Psychological Assessment		
Clinical Treatment	Counseling		
	Home Based Family counseling	X	X
	Crisis Counseling		
	Substance Abuse Treatment		
	Sex Offender Treatment		
Residential Programs	Group Home	X	
	Temporary Shelter Care	X	X
	Runaway Shelter		
	Specialized Foster Care		
	Temporary Foster Care		

V.



**Watauga County Juvenile Crime Prevention Council  
Request for Proposals**

**\$114,285**

Anticipated County Allocation

**30%**

Required Local Match Rate

**January 31, 2018**

Date Advertised

The Juvenile Crime Prevention Council (JCPC) has studied the risk factors and needs of Juvenile Court involved youth in this county and hereby publishes this Request for Proposals. The JCPC anticipates funds from the NC Department of Public Safety, Division of Adult Correction and Juvenile Justice, Juvenile Community Programs section in the amount stated above to fund the program types specified below. Such programs will serve delinquent and at-risk youth for the state fiscal year 2018-2019 beginning on, or after, July 1, 2018. The use of these funds in this county requires a local match in the amount specified above.

**The JCPC will consider proposals for the following needed programs:**

Parent/Family Skills	Mediation	
Interpersonal Skills	Restitution/Community Service	Home Based Family Counseling
Experiential Skill	Tutoring/Academic Enhancement	Temporary Shelter

**Proposed program services should target the following risk factors for delinquency or repeat delinquency:**

Substance Use/Abuse  
School Behavior Problems  
Relationships with Peers  
Parental Supervision

**Programs should address one or more of the following concerns as reported in the Needs Assessments for adjudicated youth:**

Peer Domain:	Peer Relationships	
Individual Domain:	Substance Use	Abuse/Neglect History
	Mental Health Needs	
Family Domain:	Family Supervision Skills	Conflict in the home
	Family Substance Abuse	Family Criminality
School Domain:	School Behavior Problems	

**Applicants are being sought that are able to address items below:**

1. Program services compatible with research that are shown to be effective with juvenile offenders.
2. Program services are outcome-based.
3. The program has an evaluation component.
4. Program services detect gang participation and divert individuals, if applicable.

Local public agencies, 501(c)(3) non-profit corporations, and local housing authorities are invited to submit applications to provide services addressing the above elements.

Dr. Paul Holden

at

828-264-7190

JCPC Chairperson or Designee

Telephone #

**In order to apply for FY 2018-2019 JCPC funding, you must complete and submit your application online by accessing NC ALLIES. Please read and follow all instructions at the following link:**

**<https://www.ncdps.gov/Juvenile-Justice/Community-Programs/Juvenile-Crime-Prevention-Councils/Program-Agreement-Information>**

**After submitting the application electronically, print and submit hard copies as indicated below. Private non-profits are also required to upload No Over Due Tax form, Agency's Conflict of Interest Policy, and DPS Conflict of Interest Statements, and upon request, proof of 501(c)(3) status.**

**NOTE:** For further information, or technical assistance about applying for JCPC funds in this county, contact your Area Consultant, Linda Graney at 828-296-4743.

Deadline for Application is: March 8, 2018 by 4:00 P.M.

Mail or deliver Watauga County Finance Office  
applications to: 814 West King St, Suite 216  
Boone, NC 28607 New applicants should contact Watauga County Finance Office.

Number of original copies to submit: 1 Telephone: 828-265-8007

VI.

## Juvenile Crime Prevention Council Funding Decisions Summary

Program Funded	Reason for Funding (Check all that apply)
Juvenile Mediation	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input checked="" type="checkbox"/> Other Teaches and models conflict resolution skills <input checked="" type="checkbox"/> Other Ability to address any subject matter of concern <input type="checkbox"/> Would increase funding to this service if funds were available
Project Challenge	<input checked="" type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input checked="" type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input checked="" type="checkbox"/> Other Teaches and models social skills <input checked="" type="checkbox"/> Other Teaches pride in community and giving <input checked="" type="checkbox"/> Would increase funding to this service if funds were available
Crossnore School	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available
Youth Resource Center	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input checked="" type="checkbox"/> Other Teaches and models social and academic skills <input checked="" type="checkbox"/> Other Provides afterschool care/supervision for middle school students <input type="checkbox"/> Would increase funding to this service if funds were available
Teen Leadership Development & Support Program	<input type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input checked="" type="checkbox"/> Other Teaches & models social and academic skills <input checked="" type="checkbox"/> Other Offers afterschool options for older students <input type="checkbox"/> Would increase funding to this service if funds were available
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## Juvenile Crime Prevention Council Funding Decisions Summary

	<input type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available
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Program Not Funded	Reason for Not Funding (Check all that apply)
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other <input type="checkbox"/> Other
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# VII.

## Program Enhancement Plan

Program:	Crossnore Watauga Temporary Shelter
Brief Description:	90 days of temporary shelter in a residential education setting to incule 24-hour care and supervision of juveniles by Cottage Parents and Case Managers, while aressing the issues that resulted in the juvenile being placed at Crossnore School and Children's Home. Counseling services, educational opportunities, and medical care are also offered through the agency.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	30				
Quality of Service Delivery	15	Employee Training and Certification	Staff will continue to attend quarterly trainings on the Sanctuary Model and the Love and Logic Positive Parenting. Staff will also meet weekly to discuss progress.	Crossnore school and Children's Home staff members	
Amount of Service: Duration and Contact Hours	0	Extended days served	Juveniles could have the opportunity to extend their stay past 90 days if appropriate	Crossnore school and Children's Home staff members	
Risk Level of Youth	12	None	To a certain extent, we do not have control over the risk level of the Juveniles placed in our care		

Total

Program Enhancement Plan

This Plan is approved by:

\_\_\_\_\_  
Program Manager Name & Signature

\_\_\_\_\_  
/ /  
Date

\_\_\_\_\_  
JCPC Chair Name & Signature

\_\_\_\_\_  
/ /  
Date

## Program Enhancement Plan

Program:

Juvenile Mediation - Mediation and Restorative Justice Center

Brief Description:

The Juvenile Mediation Program meets with juveniles & offenders in Victim-Offender Mediation to provide a mediated resolution of their delinquent acts in a documented agreement that works toward reducing recidivism by helping juveniles be accountable for their actions. By resolving these issues in a positive manner, juveniles can improve relationships with their peers, family, school personnel, and others. They will be empowered by becoming active participants in the process: having a voice, being listened to, & solving problems they had a part in creating.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services		None	No enhancement opportunity available in our districts due to another program providing restitution services.	N/A	Many VOM Programs across the nation include restitution in the VOM process; however, there is already a funded program in our districts providing community service/restitution.
Quality of Service Delivery		Continuing education and training for staff.	Professional development will continue to be provided for staff, and staff will continue to attend training opportunities in our service areas. Ongoing collaboration with community agencies will allow staff to maximize local training opportunities.	Program Manager and staff	Trainings can often be expensive and time-consuming, but all staff will participate in additional trainings as resources allow.
Amount of Service: Duration and Contact Hours		Increase duration and contact hours	Juvenile Mediators are working to make additional client contacts that will enhance our services -- from meeting (when appropriate) with clients & victims prior to mediation, to preparation through appointment letters, information sharing, and phone contacts. Research regarding best	Juvenile Mediators,	





## Program Enhancement Plan

Program:	YRC Summer Camp (Western Youth Network)				
Brief Description:	WYN provides a 6-week experiential summer day camp for rising 5th-9th graders in Watauga County. Participants may take part in hiking, kayaking, caving, biking, and other challenging tasks that help improve their self-esteem and confidence, and assist them with interpersonal skills. Transportation is provided, and at-risk and court-involved youth have opportunities to interact with pro-social peers as well as our staff for 10 hours per day, 4 days per week for 5 weeks.				
Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	15				POP Score: 60%
Quality of Service Delivery	15	To continue creating a through Operational Binder that leads us from entry into the program to completion.	<ul style="list-style-type: none"> <li>• Create necessary policies</li> <li>• Write down steps for specific duties/jobs</li> <li>• Organize information into a binder and google doc.</li> </ul>	Heather Canipe	
Amount of Service: Duration and Contact Hours	16	To increase duration and contact by fostering parent by-in	<ul style="list-style-type: none"> <li>• Educate parents on the importance of having their kids attend WYN programing.</li> </ul>	Maggie Clay	
Risk Level of Youth	5				
Total					



# Program Enhancement Plan

This Plan is approved by:		/		/
	Program Manager Name & Signature	Date	JCPC Chair Name & Signature	Date

## Program Enhancement Plan 2017-2018

Program:	Youth Resource Center (Western Youth Network)				
Brief Description:	Western Youth Network's Youth Resource Center (YRC) is a Tutoring/Academic Enhancement Program for adjudicated and/or high-risk middle school youth in Watauga County. The program operates from 2:30-6 p.m., Monday-Friday throughout the school year. YRC staff provide daily transportation for participants, interpersonal skill building, interaction with pro-social peers, and exposure to substance abuse prevention evidence-based curricula.				
Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	15				POP Score: 66%
Quality of Service Delivery	15	To continue creating a through Operational Binder that leads us from entry into the program to completion.	<ul style="list-style-type: none"> <li>• Create necessary policies</li> <li>• Write down steps for specific duties/jobs</li> <li>• Organize information into a binder and google doc.</li> </ul>	Heather Canipe	
Amount of Service: Duration and Contact Hours	6	To increase duration by parent by-in	<ul style="list-style-type: none"> <li>• We work with parents on encouraging their child to come to WYN by educating the parent on the importance of our program.</li> </ul>	Heather Canipe	
Risk Level of Youth	5				
Total					

## Program Enhancement Plan 2017-2018

This Plan is approved by:		/		/
	Program Manager Name & Signature	Date	JCPC Chair Name & Signature	Date

## Program Enhancement Plan

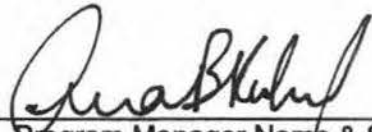
Program:	Project Challenge NC Inc.-Watauga County
Brief Description:	Project Challenge is a dispositional option to juvenile court allowing participants to repay or give back to their community as part of their probation requirements. Participants are given the opportunity to fulfill their obligation to the courts by completing community service and provide victims repayment of monetary loss.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	15	None	None-Program received the full score a Restitution service can obtain		
Quality of Service Delivery	16	Improve protocol manual to increase scoring	Category A: Added "Introduction" to protocol manual. Category B: Added "Staff Training" to protocol manual. Category C: Added "Staff Retention" to protocol manual. Category D: Enhanced Pre and Post Program Evaluation explanation and included copies of the forms and reports to protocol manual. Category E: Added copies of employee evaluation tools to protocol manual.	Project Challenge Program Manager	All protocol manuals are updated and is part of staff trainings
Amount of Service: Duration and Contact Hours	4	Improve % of juvenile receiving optimal duration	1. Schedule participants for 12 weeks in all possible cases, adhering to frequency requirements in JCPC policy 2. Communicate change and	1. Project Challenge coordinator 2. Project Challenge	1-Continue monitoring that length of stay extends the 12 weeks and frequency requirements are met. 2-Continue open communication with all involved.

Program Enhancement Plan

			rationale to referral sources, clients, and families	Coordinator	
Risk Level of Youth	23	None	Risk scores is not an area a program receiving all juvenile court referrals can improve upon		
Total	58 POP 73%				

This Plan is approved by:



Program Manager Name & Signature

4/27/18

Date

JCPC Chair Name & Signature

1/1

Date



**AGENDA ITEM 5:**

**APPALACHIAN DISTRICT HEALTH DEPARTMENT'S COMMUNITY HEALTH ASSESSMENT REPORT PRESENTATION**

**MANAGER'S COMMENTS:**

Ms. Maria Julian, Appalachian District Health Director of Community Services, will present key findings from the Community Health Assessment Report.

The report is for information only; therefore, no action is required.

# Our Community's Health: Results of the 2017 Watauga County Community Health Assessment



# Overview

- Share key demographic statistics, health data and community opinions
- Discuss top health priorities identified by community stakeholders

# We use data to drive action.



# The Community Health Report includes data on:

- Demographics & special populations
- Social & economic determinants of health
- Environmental health
- Morbidity, chronic disease & mortality rates
- Health behaviors
- Maternal & child health
- Behavioral health
- Healthcare resources & access





## What **Makes** Us Healthy



## We pay close attention to:

- Health disparities among different groups
- Changing trends over time
- Comparisons with our peer county, neighbors, and NC
- Special populations



# The leading causes of death are largely due to chronic disease.

- Heart disease, cancer and chronic lower respiratory diseases are the leading causes of death in Watauga.
- Individuals with a household income between \$25,000-50,000 are **7 times** more likely to be overweight or obese than those with a household income above \$75,000.



# Leading Causes of Death

Rank	Cause	Change*	Death rate
1	Diseases of heart	-	128.9
2	Cancer	-	128.2
3	Chronic lower respiratory diseases	-	42.1
4	Alzheimer's disease	↑	38.3
5	All other unintentional injuries	↓	36.8
6	Cerebrovascular disease	-	26.9
7	Diabetes mellitus	-	16.3
8	Pneumonia & Influenza	-	14.4
9	Chronic liver disease and cirrhosis	↑	13.7
10	Suicide	↓	12.1

\*Changes since the last Community Health Needs Assessment report (2014)

Source: NC Center for State Health Statistics (2016)



# Alcohol and/or drug use is the #1 health concern for the county.

- 1 in 5 people report binge or heavy drinking.
- The rate of annual deaths due to drug poisoning in is 31.1 per 100,000 people. The leading cause of overdose deaths are from opioid pain medications such as oxycodone and hydrocodone.
- Individuals with a household income of \$50,000 or less are **twice** as likely to smoke as individuals with a household income above \$50,000.



# Mental health is another major community concern.

- Individuals who are not heterosexual are **twice** as likely to experience frequent mental distress than those who are heterosexual.
- More than 1 in 4 Watauga High School students felt so sad or hopeless almost every day for at least 2 weeks in a row that they stopped doing some usual activities.



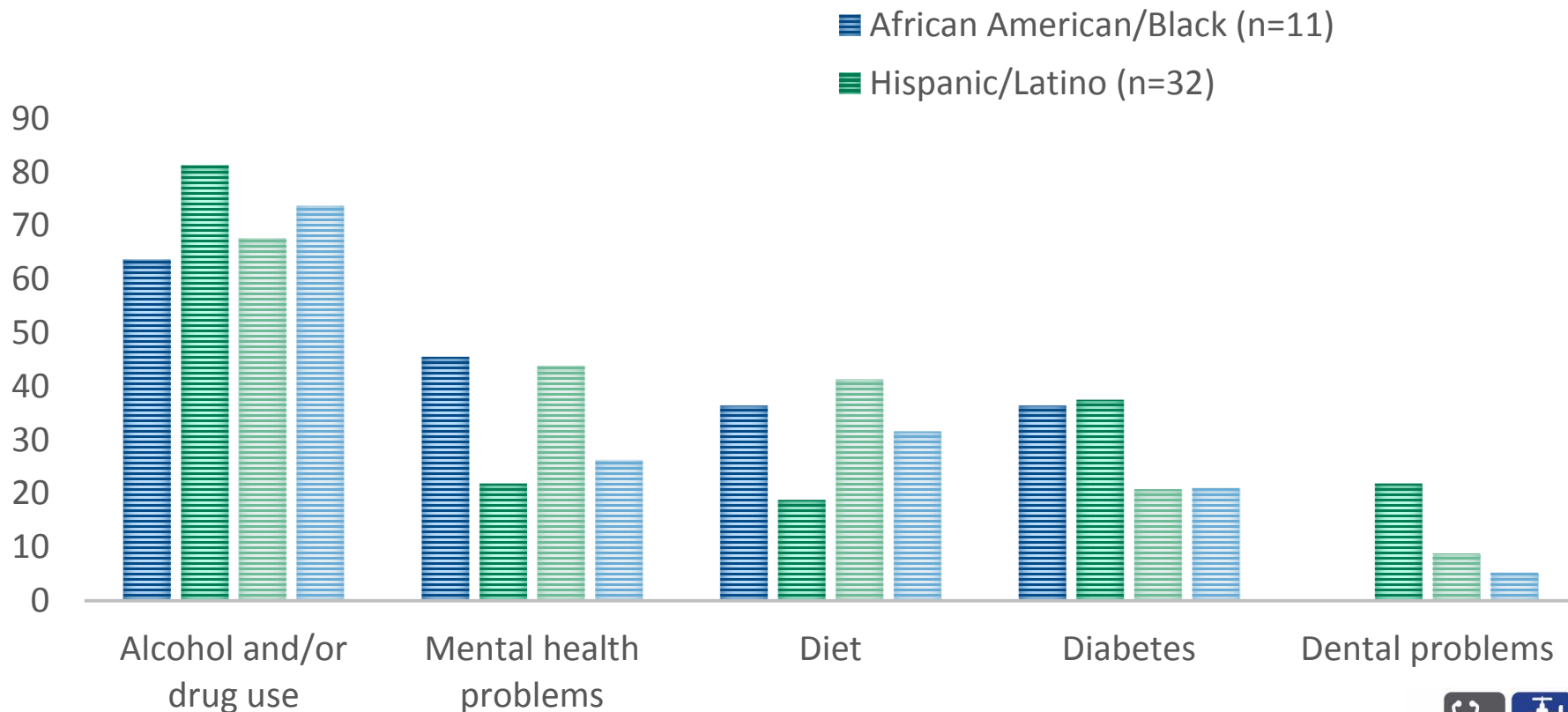


Watauga County respondents	%
Alcohol and/or drug use	59
Mental health problems	36
Diet	35
Cancers	21
Diabetes	19
Heart disease & stroke	14
Aging problems	14
Child abuse/neglect	11
High blood pressure	9
Dental problems	8
Intimate partner violence	7
Suicide	5
Motor vehicle crash injuries	4
Respiratory/lung disease	4
Teenage pregnancy	4

What do you think  
are the 3 most  
important “health  
problems” in our  
community?



# Leading Health Problems by Race/Ethnicity



# 2017 Health Priorities

- **Mental/behavioral health**

Depression, anxiety, emotional wellbeing, suicide prevention, and support/intervention for those with mental illness

- **Substance use and misuse prevention**

Drugs, alcohol, and tobacco, including misuse or abuse of prescription drugs and use of e-cigarettes or other devices for nicotine delivery

- **Physical activity and nutrition**

Access to physical activity or recreation, accessing healthy foods, making healthy choices for eating healthy and making physical activity easier for all



# THANK YOU

The full Community Health Reports are available at [apphealthcare.com](http://apphealthcare.com).

## 2017 Community Health Report Watauga County



**AGENDA ITEM 6:**

**PROPOSED ALLOCATION OF PROJECTED FY 2019 HOME AND COMMUNITY CARE  
BLOCK GRANT (H&CCBG) FUNDS**

**MANAGER'S COMMENTS:**

Ms. Angie Boitnotte, Project on Aging Director, will request Board action to accept the projected allocation of \$269,489 in Home and Community Care Block Grant (H&CCBG) funds for FY 2019. The required local match is \$29,943 and is present in the Project on Aging's FY 2019 requested budget. The allocation is as detailed in Ms. Boitnotte's memo.

Board approval is requested.





# Watauga County Project on Aging

132 Poplar Grove Connector, Suite A • Boone, North Carolina 28607

Website: [www.wataugacounty.org/aging](http://www.wataugacounty.org/aging) [angie.boitnotte@watgov.org](mailto:angie.boitnotte@watgov.org)

Telephone 828-265-8090 Fax 828-264-2060 TTY 1-800-735-2962 Voice 1-800-735-8262 or 711

## MEMORANDUM

**TO:** Deron Geouque, County Manager

**FROM:** Angie Boitnotte, Director

**DATE:** April 20, 2018

**SUBJ:** Request for Board of County Commissioners' Consideration: Allocation of Projected FY2019 Home and Community Care Block Grant Funds

The Home and Community Care Block Grant (HCCBG) allocation for FY2019 is projected to be \$269,489, which requires a local match of \$29,943. The match is present in our FY19 County budget request. The Advisory Committee made the following recommendations for the projected allocation:

<b>HCCBG Service</b>	<b>HCCBG Allocation</b>	<b>Match</b>
In-Home Aide	\$126,904	\$14,101
Congregate Meals	\$45,954	\$5,106
Home Delivered Meals	\$80,833	\$8,981
Transportation	\$15,798	\$1,755

Upon approval, these funds will become part of the Project on Aging FY 2019 budget.

I plan to be present for discussion or questions.

cc: Karin Bare, Administrative Assistant II

<b>NAME AND ADDRESS</b> COMMUNITY SERVICE PROVIDER Watauga County Project on Aging 132 Poplar Grove Connector, Suite A Boone, NC 28607	<b>Home and Community Care Block Grant for Older Adults</b>  <b>County Funding Plan</b>  <b>Provider Services Summary</b>	<b>DOA-732 (Rev. 2/15)</b> <b>County: Watauga</b> <b>July 1, 2018 through June 30, 2019</b> <b>REVISION # , DATE:</b>
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Services	Ser. Delivery		A				B	C	D	E	F	G	H	I
	(Check One)		Block Grant Funding				Required	Net*	NSIP	Total	Projected	Projected	Projected	Projected
	Direct	Purch.	Access	In-Home	Other	Total	Local Match	Serv Cost	Subsidy	Funding	HCCBG Units	Reimburse. Rate	HCCBG Clients	Total Units
Transportation		X	15,798			//////////	1,755	17,553	0	17,553	2,037	8.6171	25	4,200
In-Home Aide I	X			93,463		//////////	10,385	103,848	0	103,848	4,382	23.6988	130	16,940
In-Home Aide II	X			33,441		//////////	3,716	37,157	0	37,157	1,568	23.6971	50	6,060
Congregate Meals	X				45,954	//////////	5,106	51,060	10,000	61,060	7,232	7.0603	400	18,200
Home Delivered Meals	X				80,833	//////////	8,981	89,814	14,000	103,814	10,426	8.6145	150	24,000
						//////////								
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						//////////								
						//////////								
<b>Total</b>	//////////	//////////	15,798	126,904	126,787	269,489	29,943	299,432	24,000	323,432	25,645	//////////	755	69,400

\*Adult Day Care & Adult Day Health Care Net Service Cost

	ADC	ADHC			
Daily Care	_____	_____	Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.	_____	
Transportation	_____	_____		Authorized Signature, Title	Date
Administrative	_____	_____		Community Service Provider	
Net Ser. Cost Total	_____	_____			
	_____	_____	Signature, County Finance Officer	Date	
			Signature, Chairman, Board of Commissioners	Date	

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**AGENDA ITEM 7:**

**BID AWARD REQUEST FOR EAST ANNEX HVAC REPLACEMENT PROJECT**

**MANAGER'S COMMENTS:**

Robert Marsh, Maintenance Director, will present bids received for the HVAC system for the East Annex. The equipment is over twenty years old and in need of replacement. The replacement of the HVAC system will be in conjunction with the replacement of the roof. Four (4) bids were received with Edmisten Heating and Cooling the lowest responsive bidder. Adequate funds have been identified in the current Fiscal Year 2017-2018 budget.

Board action is requested to award the bid to Edmisten Heating and Cooling in the amount of \$18,297 for the replacement of the HVAC system at the East Annex facility.



# WATAUGA COUNTY

## MAINTENANCE DEPARTMENT

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274 Winklers Creek Road, Suite B, Boone, NC 28607 - Phone (828) 264-1430  
Fax (828) 264-1473

TO: Deron Geouque, County Manager

FROM: Robert Marsh, Maintenance Director *RM*

RE: East Annex HVAC Replacement Project

DATE: April 23, 2018

**BACKGROUND:** The HVAC system in the Annex is comprised of five heat pump systems that were installed in 1998. Currently, all are functioning, however, the equipment is beyond its normal service life and is in need of replacement. Three local HVAC service companies and one out-of-town firm were contacted and asked to submit bids for replacement units with a 14 SEER rating. All four companies responded with bids.

**BID SUMMARY:**

Edmisten Heating & Cooling	\$18,297
Mountaineer Heating & Cooling	\$20,568
Boone Heating & Air Conditioning	\$21,135
Associated Heating & Air Conditioning	\$23,464

**RECOMMENDATION:** Staff recommends the low bidder, Edmisten Heating and Cooling Company, be awarded the bid to replace the HVAC units servicing the East Annex. Edmisten has done several projects for the County with good results.

**FISCAL IMPACT:** Money has been identified in the FY17-18 budget to cover the cost of this project.



①

**Edmisten Heating & Cooling**  
P.O. Box 3144 Boone, NC 28607  
828-264-0130

April 12, 2018

Watauga County Maintenance  
Attn: Robert Marsh/Steven Moody

**Ref: Watauga County Courthouse Annex-Heat Pump System's Installation**

Hello,

We propose to furnish the labor and material for the installation of a heat and air system at the above mentioned location:

**System 1 thru 4(four systems)**

**Rheem 42,000 btu(3.5 ton) 14 SEER heat pump, Rheem air handler, 15 kw of back up heat strips and a Honeywell programmable digital thermostat completely installed. We will also install new outdoor equipment pads and snow legs for the heat pumps.**

**System 5(one system)**

**Rheem 60,000 btu(5 ton) 14 SEER heat pump, Rheem air handler, 10 kw of back up heat strips and a Honeywell programmable digital thermostat completely installed. We will also install a new outdoor equipment pad and snow legs for the heat pump.**

**Total Price- \$18,297.00**

**Warranty-5 year compressor, 1 year all parts and 2 years on any labor**

**Included- All items needed to thoroughly complete the job and all permits with The Town of Boone.**

**Excluded-High voltage wiring**

We appreciate the opportunity to submit a proposal for your project. We are more than happy to answer any questions you have about this proposal. Your signature below indicates your acceptance of this proposal. Please sign and date this form, and return it as soon as possible.

Respectfully submitted,  
David Shore  
Edmisten Heating and Cooling

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

2  
**Steven.Moody**

---

**From:** Dave James [6bulldave@gmail.com] on behalf of Dave James  
[dave@mountaineerheatcool.com]  
**Sent:** Friday, April 13, 2018 11:48 AM  
**To:** Steven.Moody  
**Subject:** Annex - HP replacements  
**Attachments:** Watauga Co. Annex - Proposal.pdf

**Importance:** High  
**Sensitivity:** Confidential

Good morning Steven. The proposal for the Annex heat pump replacement project is attached. The quote includes four 3.5 ton and one 5 ton system with new HP, air handler, heat kit for each. I also include new stats per your request to replace four existing (and reuse the one existing Honeywell 8000). I also included snow legs to lift the units a few inches of the ground as is always recommended, but does not appear to be on the existing units. Please let me know if you have any question. We appreciate your business and look forward to scheduling the change outs! Have a great weekend!


Dave



*Simple, Affordable, Comfort Solutions.*

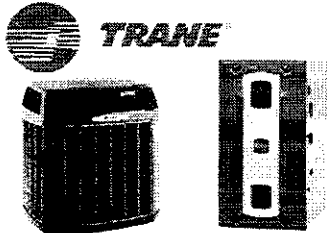

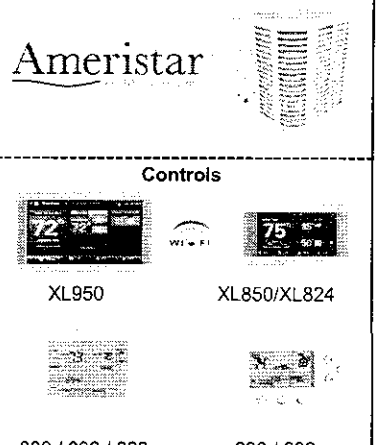
Dave James [dave@mountaineerheatcool.com](mailto:dave@mountaineerheatcool.com)  
Comfort Solutions Specialist, Sales & Marketing  
Office: 828-264-6625  
Mobile: 828-964-1323  
Fax: 828-264-1421  
[www.mountaineerheatcool.com](http://www.mountaineerheatcool.com)  
[www.boonegeothermal.com](http://www.boonegeothermal.com)  
220 Postal Street  
P.O. Box 1905  
Boone, NC 28607

Mountaineer Heating & Cooling and all employees take great care to provide the most accurate assessments, calculations and designs using the best tools, training, and engineering programs in the industry. All information included in this email, including attachments, is the intellectual property of Mountaineer Heating & Cooling and should be treated as confidential and privileged. This pertains, but is not limited, to Manual J load calculations, Manual D engineered duct designs, project recommendations, proposals and quotes. Digital and print copies of all calculations, recommendations and contracts are available to Mountaineer Heating & Cooling customers upon request. Disclosure of any and all communication must first be approved by Mountaineer Heating & Cooling by contacting Dave James, Sales & Marketing or Winston Petrey, President. Please notify our office immediately if you are not the intended recipient or have otherwise received this communication in error by calling 828-264-6625 or by email to [dave@mountaineerheatcool.com](mailto:dave@mountaineerheatcool.com), destroy all copies of this communication including printed copies, and delete all electronic messages, files and attachments.

	<b>Custom Proposal Prepared for:</b> <b>Watauga County (Annex)</b> (828) 964-2718  steven.moody@watgov.org	133 Water St. Boone, NC 28607  <b>Mailing:</b> <input type="checkbox"/> Same	NC License # 11342  4/13/18  Page 1 of 2
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<b>Scope of Project:</b>	Replace five (5) heat pump systems for Annex building.
<b>Areas of Concern:</b>	

Mountaineer Heating & Cooling hereby proposes to furnish equipment, material, and labor in a workman-like manner, in complete accordance with the package specifications for the amount listed and selected:

<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Economy	
<input type="checkbox"/>	(4) AMERISTAR 3.5-Ton Heat Pump AMERISTAR 5-Ton Heat Pump (5) AMERISTAR Air Handler (4) TRANE XL802 Touch Prog. T-Stat  Total Investment (Cash Discount Included) = \$ 20,568	

\*SEER/HSPF/AFUE are maximum ratings, per manufacturers, based on highest rated series capacity and AHRi matched equipment. Exact efficiency may vary.

**Additional Materials & Services (Included):**

<input checked="" type="checkbox"/> Auxiliary Heater Kit (Applicable Packages) <input type="checkbox"/> <input type="checkbox"/> Custom engineered, insulated duct system with all metal trunk lines, plenums, transitions, premium supply/return register <input type="checkbox"/> Custom fabricated, all metal, insulated duct modifications <input checked="" type="checkbox"/> Condensate drains, pans, pumps, safety switch <input type="checkbox"/> Combustion and exhaust venting (Applicable Packages) <input checked="" type="checkbox"/> Low voltage wiring	<input type="checkbox"/> CO detector (Applicable Packages) <input type="checkbox"/> New line set(s) and line set cover (Applicable Packages) <input checked="" type="checkbox"/> Refrigerant evacuation / recovery / recycle <input checked="" type="checkbox"/> 3" Polymer equipment pad, gravel, snow legs (HP only) <input type="checkbox"/> Platform construction <input checked="" type="checkbox"/> Mechanical Alterations Permit as required by state and local codes. <input checked="" type="checkbox"/> Labor <input type="checkbox"/>
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<p><b>Optional Accessories &amp; Upgrades:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Trane Clean Effects Electronic Air Cleaner \$ 1,100</li> <li><input type="checkbox"/> Trane Fresh Effects ERV \$ 1,500</li> <li><input type="checkbox"/> Aprilaire Whole Home Dehumidification \$ 1,799</li> <li><input type="checkbox"/> Aprilaire Whole Home Humidification \$ 1,487</li> <li><input type="checkbox"/> UV Treatment \$ 210</li> <li><input type="checkbox"/> Attic Tent</li> <li><input type="checkbox"/> MHC Preventive Maintenance Plan (Per System.) \$ 240 \$ 195.00</li> <li><input type="checkbox"/></li> </ul> <p style="text-align: right;">Total Upgrades &amp; Accessories _____</p>	<p><b>Project Notes:</b></p> <p>Reconnect existing Honeywell 8000 thermostat (replace other four). Included permit fee may be waived if approved by Town of Boone.</p>
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<p><b>Inclusions:</b></p> <ul style="list-style-type: none"> <li>✓ All installations include the following custom packages: Even Air Flow, Air Quality, Comfort Control, Safety First, Quiet, Reliability, Energy Savings.</li> <li>✓ Equipment sized and selected using a Manual-J load calculation (<u>REQUIRED BY NORTH CAROLINA STATE BUILDING CODE</u> Section 312.1)</li> <li>✓ Duct systems (if applicable) design by Manual-D ACCA approved procedures.</li> <li>✓ Complete system start up and commissioning by certified specialist.</li> <li>✓ Worksite clean-up.</li> <li>✓ Quality assurance review with detailed checklist.</li> <li>✓ Removal, recycle and disposal of used equipment and refrigerant as required by the EPA under the CAA if applicable.</li> <li>✓ 100% Satisfaction Guarantee.</li> <li>✓ Exclusive Mountaineer Heating &amp; Cooling Installation Warranty.</li> </ul>	<p><b>Exclusions:</b></p> <ul style="list-style-type: none"> <li>✗ Mountaineer Heating &amp; Cooling does <u>NOT</u> provide line voltage, disconnects, gas pipe/piping, tank, meter, plumbing or non-mechanical finish work unless specifically outlined in contract. Mountaineer Heating &amp; Cooling will gladly coordinate the contracting of work provided by electricians, gas suppliers, plumbers or other sub-contractors by request. Home/business owners will be invoiced directly by the individual tradesmen for sub-contracted work unless specifically outlined otherwise in contract. Any deviation from agreed upon contract resulting in extra costs will be executed only upon written and signed order.</li> </ul> <p>*I have read and understand exclusions</p>
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<p><b>Terms</b></p> <p>⇒</p>	<p>Payment shall be received in the form of a minimum 50% deposit with acceptance of proposal. Balance is due in full when job is completed and equipment is commissioned unless other terms have been specifically outlined prior to the project inception. (RNC purchases may be billed as 50% deposit / 45% completion / 5% start-up). Financing provided by third-party lender and requires approval from selected lender. *Monthly payment amounts are estimates only and are subject to change based on lenders current rates. NOTE: Financed purchases may be promotional rates and balances remaining after promotional periods will be subject to regular interest rates as defined by lender. Third-party lender MAY charge account activation fee. See financing agreement for full details. Rebates and promotions available only during promotional period. †Tax incentives are estimates based on maximum federal and state credits. MHC strongly advises consulting a tax professional for total credit eligibility.</p>
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<p>Selected Package Total \$ 20,527.00</p> <p>Upgrades / Additions \$ -</p> <p>Tax Included</p> <p>Total Investment \$ 20,527</p>	<p>I acknowledge I have read and understand all terms and conditions including inclusions and exclusion. I authorize Mountaineer Heating &amp; Cooling to proceed with the installation as proposed.</p>	
<p>Order Approval By: (Mountaineer Heating &amp; Cooling)</p>	<p>Accepted By: (Customer)</p>	<p>Date:</p>

This proposal is offered by Mountaineer Heating & Cooling and is valid for 15 days from the date proposed. Acceptance of this proposal after the allotted period is subject to revision by a Mountaineer Heating & Cooling representative. Thank you for the opportunity to provide our quality services! Please refer any questions regarding this proposal to Dave James, Comfort Solutions Specialist, Sales & Marketing. We appreciate your business and look forward to your





**Watauga County Maintenance**

East Annex  
Boone, NC 28607  
(828) 264-1430



**Boone Heating And Air Conditioning Inc.**

PO Box 1915  
Boone, N.C. 28607  
Phone: (828) 268-1125  
Email: Booneheating@bellsouth.net  
Fax: (828) 268-1550

Estimate # 000343  
Date 04/20/2018  
PO # WO-1908

**Description**

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Change out / Replacement

Replace all (4) 3 1/2 ton Heat pump systems with (4) 3 1/2 ton 14 Seer Payne ( Carrier product ) heat pump systems with 15 kW back up electric heat and replace (1) 5 ton heat pump system with a 5 ton 14 Seer Payne ( Carrier product ) heat pump system with 15 kW back up electric heat ( includes all new Thermostats and sensors, flush line sets )  
5 year warranty on all parts / 1 year labor warranty

Labor for complete installation.

Complete walk through and explanation by Comfort Consultant.

( INCLUDED IN ALL QUOTES )

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<b>Subtotal</b>	\$21,135.00
<b>Total</b>	<b>\$21,135.00</b>

50% DEPOSIT UPON ACCEPTANCE OF PROPOSAL WITH REMAINDER DUE UPON COMPLETION OF JOB

Quote includes all labor and materials.  
( REQUIRED ELECTRICAL POWER WIRING NOT INCLUDED IN QUOTE UNLESS STATED ABOVE. )  
( THIS WORK WILL NEED TO BE COMPLETED BY A LICENSED ELECTRICAL CONTRACTOR AT ADDITIONAL COST.)  
(PLEASE INITIAL HERE TO ACKNOWLEDGE ABOVE STATEMENTS CONCERNING ELECTRICAL.\_\_\_\_\_.)  
All material is guaranteed per manufacturer and the above work to be completed in a workmanlike manner

Boone Heating and Air recommends yearly maintenance be performed on the system to ensure proper warranty coverage



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Watauga County Maintenance

4

*Associated Heating & Air Conditioning Inc.*

324 Reynolds Ave. • PO Box 249 • N. Wilkesboro, NC 28659 Phone (336) 667-7012  
Fax (336) 667-0849



**PROPOSAL**

**DATE** : Wednesday, April 18, 2018  
**TO** : Robert Marsh  
Watauga County Maintenance  
**Phone** : 828-266-1523  
**Email** : [robert.marsh@watgov.org](mailto:robert.marsh@watgov.org)  
**PROJECT** : Watauga County East Annex Replacements  
Boone, NC

Thank you for the opportunity to quote work for you on this project. We propose to furnish and install the following.

- Four (4) 3.5 ton, 14 seer, split system heat pumps with matching air handlers with 15kw electric heaters, and programmable thermostats.
- One (1) 5 ton, 14 seer split system heat pump with matching air handler with 10kw electric heater, and programmable thermostat.
- Flush and re-use existing refrigerant lines.
- Reconnect existing power wiring and low voltage thermostat wiring.
- Snow legs for heat pump units, units will set back on existing concrete pads in same locations.
- Duct transitions to connect new air handlers to existing duct.
- Removal and disposal of old units.
- All taxes, freight, and permit fees are included.

**Proposal Price York Equipment: \$23,464.00**  
York equipment includes (1) year labor warranty, (10) year parts, & (10) year compressor parts warranty, labor to replace parts is not covered after 1st year.

**Proposal Price Trane Equipment: \$23,872.00**  
Trane equipment has (1) year labor warranty, (5) year parts, & (5) year compressor parts warranty, labor to replace parts is not covered after 1<sup>st</sup> year.

**Daniel Taylor**  
Estimator  
[dtaylor@associatedheat.com](mailto:dtaylor@associatedheat.com)

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**AGENDA ITEM 8:**

**BROOKSHIRE PARK SOUTH FORK NEW RIVER STABILIZATION**

**MANAGER'S COMMENTS:**

Joe Furman, Planning and Inspections Director, will request the Board authorize a \$20,000 contract with Brushy Fork Environmental Consulting, Inc. to stabilize a portion of the bank next to the greenway located at the Brookshire Park. Recent rains have exacerbated the current situation and to reduce future damage and mitigate safety issues staff would recommend approving the contract. Funds for the contract would come from the administrative contingency fund.

Board action is required to approve the contract with Brushy Fork Environmental Consulting, Inc., in the amount of \$20,000 to stabilize the river bank located at Brookshire Park.



*Providing Sound Environmental Solutions*

10565 Hwy 421  
Trade, TN 37691  
ph/fax: 423.727.4476  
[adam@bfec.org](mailto:adam@bfec.org)

## **PROJECT PROPOSAL**

**PROJECT: BROOKSHIRE PARK SOUTH FORK NEW RIVER STABILIZATION**

**CLIENT:** c/o: Deron Geouque  
Watauga County  
814 West King Street  
Suite 205  
Boone, NC 28607

**DATE:** Thursday, April 26, 2018

### **Services: Stabilization of approximately 100 linear feet of the South Fork New River.**

- **Planning:** This project is an after-the-fact addition to the existing Teddy Mackorell Soccer Fields SFNR stabilization project which is currently underway.
- **Construction:** The construction phase of the project includes the following:
  - Remove the mid-channel bar that has formed adjacent to the erosive streambank and place that material in the form of a bankfull bench on the Watauga County streambank.
  - Build a boulder J-hook structure approximately 90 linear feet in length in the Watauga County side of the SFNR to divert sheer stress and to stabilize river left streambank.
  - Install erosion and sediment control measures i.e. coconut coir matting, permanent seed, straw, and livestakes.

### **Itemized Estimated Cost:**

Item	Units	Amount	Note
<b>Construction</b>			
<b>Equipment:</b>			
Track-excavator 1	\$150/hr x 40 hours	\$ 6,000.00	Hydraulic thumb
Track-excavator 2	\$150/hr x 27 hours	\$ 4,050.00	Hydraulic thumb
John Deere Skid Steer	\$105/hr x 30 hours	\$ 3,150.00	Mobilization of all materials on-site
Caterpillar Off-road Dump Truck	\$115/hr x 20 hours	\$ 2,300.00	



<b>Materials:</b>			
Boulders	\$750/load x 6 loads	\$ 4,500.00	Delivered price includes materials and hauling
	<b>Project Design Build Estimate</b>	<b>\$ 20,000.00</b>	

- ***The Not-to-Exceed Cost-estimate for the aforementioned project is \$20,000.***
- ***BFEC will bill the county immediately upon completion of services listed.***
- **Assumptions:**
  - Access to the project site will be through the Town of Boone tract (Parcel ID # 2921103970000) so as not to disturb the existing Boone greenway.

Respectfully Submitted: Brushy Fork Environmental Consulting, Inc. by Adam Williams, President  
Acceptance Of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- **The client hereby certifies that he/she will make payment to BFEC, Inc. within 30 days of receiving invoice.**
- **If the invoice is not paid within 30 days, subsequent invoicing will institute a 5% interest rate added monthly to the contract amount.**
- **In event of default the prevailing party resulting in litigation under contract will provide for all costs including attorney's fees.**
- **If the client does not pay the full invoice amount within 90 days of the invoice date, the person, property, and/or corporation, etc. will be subject to Subject Property liens and collections.**





2018/04/25





2018/04/25





2018/04/25



**AGENDA ITEM 9:**

**PROPOSED JUVENILE CRIME PREVENTION COUNCIL (JCPC) BUDGET AMENDMENT**

**MANAGER'S COMMENTS:**

Ms. Margaret Pierce, Finance Director, will request the Board approve a revised Juvenile Crime Prevention Council (JCPC) FY 2017-18 Funding Allocation form. Crossnore was unable to fully expend funds so the Council is requesting to transfer \$20,885 to the other programs as detailed in the attached memo. No additional County funding is required.

Board approval of the revised funding allocation is requested.



## WATAUGA COUNTY FINANCE OFFICE

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814 West King St., Room 216 - Boone, NC 28607 - Phone (828) 265-8007 Fax (828) 265-8006

### MEMORANDUM

**TO:** Deron Geouque, County Manager  
**FROM:** Margaret Pierce, Finance Director  
**SUBJECT:** JCPC Budget Change  
**DATE:** April 24, 2018

Attached please find a revised Juvenile Crime Prevention Council 2017-18 Funding Allocation form. Crossnore was not able to utilize the funds awarded so the Council is requesting the \$20,885 be transferred to the other programs as follows:

Task Force/Admin	\$3,500
Juvenile Mediation	\$800
WYN Youth Resource Center	\$6,607
Project Challenge	\$3,518
Mountain Alliance	\$6,460

These allocations fully met the requests made by each program. I will be available for any questions and to present this request. Board approval of the revised Funding Allocation is requested.



# Watauga County

## NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 114,285 Local Match: \$ 33,990 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/Federal	Funds		
1	JCPC Administration	\$4,500						\$4,500	
2	Crossnore School								
3	Juvenile Mediation	\$5,990	\$1,800					\$7,790	23%
4	Project Challenge	\$46,301	\$13,892					\$60,193	23%
5	Teen Leadership Development	\$9,969	\$2,991					\$12,960	23%
6	Youth Resource Center	\$47,525	\$15,307					\$62,832	24%
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
<b>TOTALS:</b>		\$114,285	\$33,990					\$148,275	23%

The above plan was derived through a planning process by the Watauga County  
 Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2017-2018.

Amount of Unallocated Funds \_\_\_\_\_

Amount of funds reverted back to DPS \_\_\_\_\_

Discretionary Funds added \_\_\_\_\_

check type  initial plan  update  final

-----DPS Use Only-----	
Reviewed by _____ Area Consultant	_____ Date
Reviewed by _____ Program Assistant	_____ Date
Verified by _____ Designated State Office Staff	_____ Date

\_\_\_\_\_  
 Chairperson, Juvenile Crime Prevention Council (Date)

\_\_\_\_\_  
 Chairperson, Board of County Commissioners (Date)  
 or County Finance Officer

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**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*A. Presentation of the FY 2019 Capital Improvement Plan (CIP)*

**MANAGER'S COMMENTS:**

The County Manager will present the FY 2018-2019 Capital Improvement Plan (CIP) for your review prior to discussion during the upcoming budget work sessions. A link to the FY 2018-2019 CIP and Budget documents will be provided on the day of the meeting.

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**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*B. Presentation of the Manager's FY 2019 Recommended Budget*

**MANAGER'S COMMENTS:**

The Manager will present his Recommended FY 2019 Budget at the meeting and review highlights. If you have questions, please feel free to call or discuss at the budget work sessions scheduled for 12:00 P.M. on Tuesday, May 2, 2018, and 12:00 P.M. on Wednesday, May 3, 2018.

The Recommended Budget will be available for public inspection on the County's website, in the County Manager's Office, and at the public libraries located in Boone, Blowing Rock, and the Western Watauga Community Center.

A public hearing will be held on May 15, 2018, at 5:30 P.M. to allow citizen comment on the proposed budget.

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**AGENDA ITEM 10:****MISCELLANEOUS ADMINISTRATIVE MATTERS*****C. Proposed Property & Liability Insurance and Workers Compensation Renewals Request*****MANAGER'S COMMENTS:**

Renewal rates for property and liability insurance and workers compensation will be presented for the Board's consideration. The rate for property and liability is \$185,667 or a \$3,052 decrease and the rate for workers compensation is \$237,279 or a 6% decrease. Based on prior years' claims experience staff is recommending continuing the property deductible at \$5,000. The Manager's recommended budget includes adequate funds to cover the insurance premiums.

Board approval is requested to accept the renewals for property and liability insurance and workers compensation from the North Carolina Association of County Commissioners (NCACC), in the amount of \$185,667 and \$237,279 respectively.





## NCACC Risk Management Pools Liability and Property

<b>County or Entity:</b>							
<b>WATAUGA COUNTY</b>							
<b>RENEWAL ESTIMATE</b>		JULY 1, 2018 TO JULY 1, 2019		Date of Quote	4/26/18		
<b>Coverage</b>	<b>Contract Limit</b>	<b>Deductible</b>	<b>Renewal Exposure</b>		<b>Contribution</b>		
Property	Insured Values	\$1,000	Total Property Values	\$70,209,914	49,450		
		\$1,000	Total Inland Marine Values	\$7,834,937	5,063		
			Total		\$54,513		
General Liability	\$2,000,000	\$0	Population (County)	56,170	14,808		
			Payroll (Entity)	\$0	0		
			Number of EMTs	0	0		
			Total		\$14,808		
Automobile Liability	\$2,000,000	\$0	Total # of Vehicles (Liability)	126	31,729		
Excess Auto Liability					0		
Physical Damage			Actual Cash Value	\$1,000	Total # of Vehicles (PD)	126	15,864
Replacement Cost			\$0		Value of Selected Veh.	\$0	\$0
			Total		\$47,593		
Crime	\$250,000	\$1,000	Money on Premises	1	\$968		
			Great than \$250,000	0	\$0		
			Total		\$968		
Public Officials Liability	\$2,000,000	\$5,000	Population (County)	56,170	17,766		
			Payroll (Entity)	\$0	0		
			Total		\$17,766		
Law Enforcement Liability	\$2,000,000	\$5,000	Class A Employees	45	25,555		
			Class B Employees	29	9,172		
			Class C Employees	16	1,725		
			Total		\$36,452		
Employment Practices Liability	\$2,000,000	\$5,000	Population (County)	56,170	13,567		
			Payroll (Entity)	\$0	0		
			Total		\$13,567		
Cyber Liability	\$1,000,000	\$5,000	Population (County)	Total	included		
			Payroll (Entity)	Total	included		
<b>Annual Estimated Contribution</b>					<b>\$185,667</b>		

*Please return this document with your signed proposal.*





## NCACC Risk Management Pools Liability and Property

Payment Plan Available: Liability & Property Pool  
County or Entity: **WATAUGA COUNTY**

Quoted on: **4/26/2018**

<b>Annual Payment Plan:</b>	<b>\$185,667</b>
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**We appreciate your participation. To insure effective, efficient operation of your Pool we must receive payment in full no later than August 1st. A two percent late payment fee will be assessed on all amounts received after that date.**

I understand that changes made to the exposures subsequent to submission of the renewal application may result in changes to the Estimated Contribution:

Accepted by:

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Print Title \_\_\_\_\_

Date \_\_\_\_\_

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

Financial Officer:

Signature \_\_\_\_\_

Date \_\_\_\_\_

***Please sign and return the accepted proposal by June 15th, 2018.***





## NCACC Risk Management Pools Liability and Property

JULY 1, 2018 TO JULY 1, 2019		Quoted on: 4/26/2018							
Renewal Estimate	County or Entity:		WATAUGA COUNTY						
Deductible Adjustment Options			Per Occurrence Deductibles						
Liability & Property Line	\$500	\$1,000	\$2,500	\$5,000	\$10,000	\$25,000	\$50,000	\$75,000	\$100,000
PROPERTY (INLAND)	\$0	\$0	\$2,819	\$5,637	\$8,901	\$13,599	\$17,209	\$19,286	\$20,868
INLAND MARINE (INLAND)	\$0	\$0	\$122	\$253	\$446	\$830	\$1,235	\$1,570	\$1,813
GENERAL LIABILITY	\$666	\$1,081	\$1,510	\$1,910	\$2,384	\$3,273	\$4,087	\$4,739	\$5,301
AUTO LIABILITY	\$857	\$1,491	\$2,697	\$3,839	\$5,299	\$7,456	\$9,043	\$10,122	\$10,851
AUTO PHYSICAL DAMAGE	\$0	\$0	\$2,300	\$4,267	\$6,060	\$7,393	\$7,932	\$8,202	\$8,313
CRIME	\$0	\$0	\$23	\$48	\$85	\$159	\$236	\$300	\$347
PUBLIC OFFICIALS LIAB.	\$0	\$0	\$0	\$0	\$693	\$2,061	\$3,482	\$4,388	\$4,957
LAW ENFORCEMENT LIAB.	\$0	\$0	\$0	\$0	\$1,422	\$4,228	\$7,145	\$9,004	\$10,170
EMPLOYMENT PRACTICES LIA	\$0	\$0	\$0	\$0	\$380	\$1,207	\$2,089	\$2,632	\$3,080

*Please return this document with your signed proposal.*





## NCACC Risk Management Pools Liability and Property

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County or Entity: **WATAUGA COUNTY**

### INCENTIVE ELIGIBILITY

Multi-Pool Incentives can be earned by participating in both Pools. You are rewarded for your participation in our Workers Compensation and Liability & Property Pools with an incentive.

For questions regarding the Longevity Credit, please contact your underwriter.

Participation In Multiple Pools

\$9,415

Longevity Credit

*Percentage of Final Signed Contribution (WC & L&P)*

\_\_\_\_\_

**The contributions are established on the basis that the member remains in both pools. Should the member elect not to renew with both pools then the NCACC Risk Pools reserve the right to adjust the proposal pricing on the basis of single pool membership.**

***Please return this document with your signed proposal.***





## NCACC Risk Management Pools Liability and Property

**JULY 1, 2018 TO JULY 1, 2019**

Quoted on: **4/26/18**

**Renewal Estimate**

**EXCESS LIABILITY**

County or Entity: **WATAUGA COUNTY**

Excess Liability provides excess General Liability, Automobile Liability, Public Officials or Law Enforcement Liability limits. The Excess Liability comes into play when the primary limits have been exhausted. The Excess Liability allows the member to purchase a single increased limit, and use the limit where it is necessary. The Excess Liability does not increase each individual Liability limit, but is available in any covered Liability area should the need arise. The Pool's Excess Liability extends limits above the Pool's contract only.

Higher limits can be purchased in the form of the Excess Liability options as follows:

EXCESS LIABILITY	ANNUAL CONTRIBUTION	SELECT LIMIT
<u>DECLINE EXCESS COVERAGE</u>		
\$1,000,000 excess of \$2,000,000 underlying	\$ 12,945	
\$2,000,000 excess of \$2,000,000 underlying	\$ 18,743	
\$3,000,000 excess of \$2,000,000 underlying	\$ 24,025	
\$4,000,000 excess of \$2,000,000 underlying	\$ 29,193	

To purchase **or decline** the Excess Liability Coverage, please indicate the limits desired by marking an X inside the box under the "SELECT LIMIT" column.

**Approved by:**

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Print Title \_\_\_\_\_

Date \_\_\_\_\_

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

Financial Officer:

Signature \_\_\_\_\_

Date \_\_\_\_\_

*Please return this document with your signed proposal.*





## NCACC Risk Management Pools Liability and Property

Please return this form with your confirmation indicating your deductible choices. If we do not receive the completed form, we will process your renewal using the standard deductibles (shown in bold, italics type).

### WATAUGA COUNTY

#### LIABILITY AND PROPERTY DEDUCTIBLE OPTIONS

JULY 1, 2018 to JULY 1, 2019

COVERAGE	X	DEDUCTIBLE	COVERAGE	X	DEDUCTIBLE
<b>Property</b>		<b><i>\$1,000</i></b>	<b>Inland Marine</b>		<b><i>\$1,000</i></b>
These factors are applicable only to non-coastal counties.		\$2,500	These factors are applicable only to non-coastal counties.		\$2,500
		\$5,000			\$5,000
		\$10,000			\$10,000
		\$25,000			\$25,000
		\$50,000			\$50,000
		\$75,000			\$75,000
		\$100,000			\$100,000
Coastal county members only -- <b>You may select a 2% Wind Deduct.</b>		Your proposal includes the standard deductible for wind coverage for all property exposures. To accept a 2% wind deductible for the savings shown in your proposal, check the block at the left.			
<b>Crime</b>		<b><i>\$1,000</i></b>	<b>General Liability</b>		<b><i>\$0</i></b>
		\$2,500			\$500
		\$5,000			\$1,000
		\$10,000			\$2,500
		\$25,000			\$5,000
		\$50,000			\$10,000
		\$75,000			\$25,000
		\$100,000			\$50,000
<b>Automobile Liability</b>		<b><i>\$0</i></b>	<b>Auto Phy. Damage</b>		<b><i>\$1,000</i></b>
		\$500			\$2,500
		\$1,000			\$5,000
		\$2,500			\$10,000
		\$5,000			\$25,000
		\$10,000			\$50,000
		\$25,000			\$75,000
		\$50,000			\$100,000
<b>Law Enforcement</b>		<b><i>\$5,000</i></b>	<b>Public Officials</b>		<b><i>\$5,000</i></b>
		\$10,000			\$10,000
		\$25,000			\$25,000
		\$50,000			\$50,000
		\$75,000			\$75,000
		\$100,000			\$100,000
<b>Employment Practices</b>		<b><i>\$5,000</i></b>	<b>Boiler and Machinery Coverage</b>		
		\$10,000	* The deductible for Boiler and Machinery is \$1,000 for Direct Damage and 24 hours for Indirect Damage at the request of the reinsurer. Other options are <b>not available</b> for Boiler & Machinery.		
		\$25,000			
		\$50,000			
		\$75,000			
		\$100,000			

*Please return this document with your signed proposal.*





## NCACC Risk Management Pools Workers Compensation

**RENEWAL ESTIMATE JULY 1, 2018 TO JULY 1, 2019**

Quoted on: **4/26/2018**

Member: **WATAUGA COUNTY**

Limits Coverage A : Workers Compensation: Statutory  
Coverage B: Employer's Liability: \$2,000,000

Class Code	Description	Annual Remuneration	Modified Rate	Modified Contribution
7710	FIREFIGHTERS & DRIVERS PATROL OR PROTECTIVE CORPS	\$96,808	3.297	\$3,191
7720	SHERIFF'S DEPT. OFFICERS & DRIVERS	\$3,248,689	3.150	\$102,343
8810	CLERICAL	\$4,661,192	0.280	\$13,029
8831	HOSPITAL VETERINARY & DRIVERS	\$83,066	1.226	\$1,018
8835	NURSING- HOME HEALTH , PUBLIC & TRAVELING ALL EMPLOY	\$263,572	2.784	\$7,338
9015	BUILDINGS - NOC	\$754,411	3.570	\$26,929
9061	CLUBS & SENIOR CENTERS: NOC & CLERICAL	\$181,714	1.219	\$2,214
9102	PARK NOC ALL EMPLOYEES/DRIVERS	\$608,593	2.184	\$13,294
9403	ASHES GARBAGE OR REFUSE COLLECTION & DRIVERS	\$354,723	7.346	\$26,058
9410	MUNICIPAL TOWNSHIP COUNTY OR STATE EMPLOYEES NOC	\$2,115,332	1.831	\$38,740
9999	VOLUNTEERS (NCACC designated class)	\$9,900	31.549	\$3,123

**Total Estimated Payroll**

**\$12,378,000**

**2018-2019 Contribution: \$237,279**

*Please return this document with your signed proposal.*





# NCACC Risk Management Pools Workers Compensation

Payment Plan Available: Workers' Compensation Pool  
County or Entity: **WATAUGA COUNTY**

Quoted on: **4/26/2018**

<b>Annual Payment Plan:</b>	<b>\$237,279</b>
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**We appreciate your participation. To insure effective, efficient operation of your Pool we must receive payment in full no later than August 1st. A two percent late payment fee will be assessed on all amounts received after that date.**

I understand that changes made to the exposures subsequent to submission of the renewal application may result in changes to the Estimated Contribution:

Accepted by:

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Print Title \_\_\_\_\_

Date \_\_\_\_\_

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

Financial Officer:

Signature \_\_\_\_\_

Date \_\_\_\_\_

***Please sign and return the accepted proposal by June 15th, 2018.***



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**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*D. Announcements*

**MANAGER’S COMMENTS:**

Budget Work Sessions are scheduled for Wednesday, May 2, and Thursday, May 3, 2018, from 12:00 P.M. until 7:00 P.M. The Work Sessions will be held in the Commissioners’ Conference Room.

Monday, May 7 through Saturday, May 12, 2018, has been designated as “Community Pride Week” in Watauga County. Hazardous Household Waste Day will be held on Saturday, May 12, 2018, from 8:00 AM to 12:00 PM.

A public hearing will be held on Tuesday, May 15, 2018, beginning at 5:30 P.M. to allow citizen comment on the FY 2019 Proposed Budget.



**AGENDA ITEM 11:**

**PUBLIC COMMENT**

**AGENDA ITEM 12:**

**BREAK**

**AGENDA ITEM 13:**

**CLOSED SESSION**

Attorney/Client Matters – G. S. 143-318.11(a)(3)

Land Acquisition – G. S. 143-318.11(a)(5)(i)

Personnel Matters – G. S. 143-318.11(a)(6)