

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

**TUESDAY, MAY 19, 2015
5:30 P.M.**

**WATAUGA COUNTY ADMINISTRATION BUILDING
COMMISSIONERS' BOARD ROOM**

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: April 14, 2015, Joint Meeting with the EDC April 14, 2015, Joint Meeting Closed Session May 5, 2015, Regular Meeting May 5, 2015, Closed Session May 11, 2015, Special Meeting – Budget Work Session May 12, 2015, Special Meeting – Budget Work Session		1
	3	APPROVAL OF THE MAY 19, 2015, AGENDA		15
5:35	4	HIGH COUNTRY WORKFORCE DEVELOPMENT AGREEMENT, RESOLUTION, AND UPDATE	MR. ADRIAN TAIT	17
5:40	5	HARDIN PARK BUILDING PROJECT ADDITIONAL FUNDING REQUEST	MS. LY MARZE	29
5:45	6	PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE FY 2016 PROPOSED BUDGET	MR. DERON GEOUQUE	12
5:50	7	PROJECT ON AGING PROPOSED ALLOCATION OF PROJECTED FY 2016 HOME & COMMUNITY CARE BLOCK GRANT (H&CCBG) FUNDS	MS. ANGIE BOITNOTTE	49
5:55	8	COMMUNICATIONS AND EMERGENCY SERVICES EMERGENCY POLICE DISPATCH SOFTWARE PURCHASE REQUEST	MR. JEFF VIRGINIA	53
6:00	9	SMOKY MOUNTAIN CENTER QUARTERLY REPORT	MS. MARGARET PIERCE	59
6:05	10	MISCELLANEOUS ADMINISTRATIVE MATTERS A. Proposed Property & Liability Insurance and Workers Compensation Renewals Request B. Proposed Resolution in Support of NC House Bill 875 Restrict Municipal Eminent Domain C. Watauga Medics Proposed Contract Revision – First Ratifying Vote of Additional Revision D. Boards and Commissions E. Announcements	MR. DERON GEOUQUE	63 69 71 81 85
6:10	11	PUBLIC COMMENT		88
7:10	12	BREAK		88
7:15	13	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3)		88
7:30	14	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

April 14, 2015, Joint Meeting with the EDC

April 14, 2015, Joint Meeting Closed Session

May 5, 2015, Regular Meeting

May 5, 2015, Closed Session

May 11, 2015, Special Meeting – Budget Work Session

May 12, 2015, Special Meeting – Budget Work Session

DRAFT**MINUTES**

**WATAUGA COUNTY BOARD OF COMMISSIONERS
JOINT MEETING WITH THE
WATAUGA COUNTY ECONOMIC DEVELOPMENT COMMISSION
TUESDAY, APRIL 14, 2015**

The Watauga County Board of Commissioners held a joint meeting with the Watauga County Economic Development Commission (EDC) at 1:00 P.M. on Tuesday, April 14, 2015, in the Commissioners' Board Room located in the Watauga County Administration Building, Boone, North Carolina.

The following were present: Board of Commissioners: Chairman Hodges, Vice-Chairman Blust (who arrived at 1:09 P.M.), and Commissioners Kennedy, Welch, and Yates; Watauga Economic Development Commission: Chairman Joseph Miller, Jeanine Underdown Collins, Paul Combs, Ben Shoemake, Walter Kaudelka, Scott McKinney, and Charles Hardin (who arrived at 1:11 P.M.); Staff: County Manager, Deron Geouque, Planning and Inspections/Economic Development Director, Joe Furman, Planner, John Spear, and Clerk to the Board, Anita Fogle.

Chairman Hodges called the meeting to order at 1:02 P.M.

County Manager Geouque requested to add a possible closed session as advertised.

Commissioner Kennedy, seconded by Commissioner Welch, moved to add a closed session to the agenda per, G. S. 143-318.11(a)(5)(i).

VOTE: Aye-5
Nay-0

EDC Chairman, Joe Miller, thanked the Board for the joint meeting and stated that the EDC had located several tracts of land for a potential Business Park. Mr. Miller also requested support of HB 108 which could provide funding for land and infrastructure.

After lengthy discussion regarding a potential Business Park, Commissioner Yates, seconded by Commissioner Welch, moved to enter closed session to discuss Land Acquisition per, G.S. 143-318.11(a)(5)(i).

VOTE: Aye-5
Nay-0

Commissioner Yates, seconded by Vice-Chairman Blust, moved to resume the regular meeting at 2:46 P.M.

VOTE: Aye-5

Nay-0

Commissioner Kennedy, seconded by Commissioner Welch, moved to adjourn the meeting at 2:46 P.M.

VOTE: Aye-5
Nay-0

Jimmy Hodges, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, MAY 5, 2015**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, May 5, 2015, at 8:30 A.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: Jimmy Hodges, Chairman
David Blust, Vice-Chairman
Billy Kennedy, Commissioner
John Welch, Commissioner
Perry Yates, Commissioner
Austin Eggers, County Attorney
Deron Geouque, County Manager
Anita J. Fogle, Clerk to the Board

Chairman Hodges called the meeting to order at 8:30 A.M.

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

APPROVAL OF MINUTES

Chairman Hodges called for additions and/or corrections to the April 21, 2015, regular meeting and closed session minutes.

Commissioner Yates, seconded by Commissioner Welch, moved to approve the April 21, 2015, regular meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Yates, seconded by Commissioner Welch, moved to approve the April 21, 2015, closed session minutes as presented.

VOTE: Aye-5
Nay-0

APPROVAL OF AGENDA

Chairman Hodges called for additions and/or corrections to the May 5, 2015, agenda.

County Manager Geouque requested to add possible action after closed session.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the May 5, 2015, agenda as amended.

VOTE: Aye-5
Nay-0

REQUEST FROM US MOTTO ACTION COMMITTEE

Mr. Rick Lanier, Vice Chairman of the US Motto Action Committee, requested the Board consider a proposed resolution and placing the National Motto, which is “In God We Trust,” on the County Courthouse and Administration Building in which the Action Committee will assume all costs associated with the display.

After lengthy discussion, Commissioner Yates, seconded by Vice-Chairman Blust, moved to adopt the resolution and place the National Motto on the proposed buildings.

After additional discussion, the following vote was taken:

VOTE: Aye-4(Hodges, Blust, Welch, Yates)
Nay-1(Kennedy)

Chairman Hodges requested to go on record as one of the first to make a contribution to the cause.

REQUEST FOR A PUBLIC DISC GOLF COURSE

Chairman Hodges stated that at the last Board meeting, Mr. Richard Rosenfeld spoke at public comment requesting Board consideration for a public disc golf course.

The proposed location of the course is next to the current Law Enforcement Center. The land is owned by the North Carolina Department of Transportation of which a willingness to potentially partner with the County on the disc golf course has been expressed to Mr. Rosenfeld. A plan would be required and restrictions placed on the property in the event that a future State need was identified.

The County would be required to enter into a lease agreement with the North Carolina Department of Transportation to secure the property. Staff understands that Mr. Rosenfeld has agreed to pay for the construction and five (5) years’ worth of maintenance on the course.

Mr. Rosenfeld was not at the meeting; however, several citizens living within close proximity to the proposed location were present. Chairman Hodges allowed those who wished to speak. The speakers were: Charles Walker, Trudy Moss, and Bryce Osborne.

After discussion, Commissioner Kennedy, seconded by Commissioner Yates, moved to direct staff to work with the Recreation Commission to find a better site for a proposed public disc golf course.

VOTE: Aye-5
Nay-0

PROPOSED AMENDMENTS TO THE FOLLOWING ORDINANCES:

- A. Ordinance to Regulate High Impact Land Uses*
- B. An Ordinance to Regulate Loud Disturbing Noise and Activities*

Mr. Joe Furman stated that, per Board direction and in response to North Carolina Session Law 2014-33 that abolished the Town of Boone's extraterritorial jurisdiction (ETJ), the Planning Board has been reviewing the High Impact Land Use (HILU) and noise ordinances. The Town of Boone has appealed the law and was granted a temporary injunction. The court case is still ongoing.

Despite the temporary injunction, the Planning Board felt it was necessary to update both of the ordinances regardless of the court case. Should the Board adopt the proposed amendments, the County would be prepared to assume jurisdiction over the former Town of Boone ETJ.

Mr. Furman and Planning Board Chairman, Mr. Ric Mattar, presented the ordinances with the proposed amendments. In the HILU ordinance significant consideration was given to Article II, Section 3(F) – Spacing Requirements. Mr. Furman also reviewed a map detailing those spacing options. The Noise Ordinance was a complete re-write as the last modification was adopted in 1986.

Commissioner Kennedy, seconded by Commissioner Yates, moved to schedule a public hearing on June 16, 2015, at 5:30 P.M. to allow citizen comment on proposed amendments in both the High Impact Land Use Ordinance and the Noise Ordinance.

VOTE: Aye-5
Nay-0

TAX MATTERS

A. Monthly Collections Report

Tax Administrator Larry Warren presented the Tax Collections Report for the month of April 2015. 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 April 2015, as well as a report from the new motor vehicle billing system, North Carolina Vehicle Tax System (NCVTS), for Board approval:

TO BE TYPED IN MINUTE BOOK

Vice-Chairman Blust, seconded by Commissioner Welch, moved to approve the Refunds and Releases Report and the North Carolina Vehicle Tax System Refunds and Releases Report for April 2015, as presented.

VOTE: Aye-5
Nay-0

SALE OF REAL PROPERTIES

Ms. Margaret Pierce stated that the Board adopted resolutions authorizing the sale of property to include the Brown Farm Ridge, Inc. and Mill Ridge properties all of which were donated to the County. The Board declared the properties surplus and the adoption of the resolutions started the sale process. After considerable discussion, direction was given to set the minimum bid for both properties at half of the current tax value.

The auction of the properties closed with no offers to purchase. However, staff later received an offer for the Brown property in the amount of \$3,000 with no upset bid received. The current tax value is \$26,000. The Mill Ridge properties were resubmitted for sale on GovDeals in which an offer was received in the amount of \$4,601.

Commissioner Kennedy, seconded by Commissioner Yates, moved to accept the offer of \$3,000 from Richard Furman for the Brown property

VOTE: Aye-5
Nay-0

Commissioner Yates, seconded by Commissioner Kennedy, moved to accept the \$4,601 from Francisco Gomes for the Mill Ridge properties.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Yates, moved to direct the County Attorney to draw the deeds and legal documents as associated with the sales of property.

VOTE: Aye-5
Nay-0

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Presentation of the FY 2016 Capital Improvement Plan (CIP)

County Manager Geouque presented the FY 2016 Capital Improvement Plan (CIP) for review prior to discussion during the upcoming budget work sessions.

B. Presentation of the Manager's FY 2016 Recommended Budget

County Manager Geouque presented the FY 2016 Proposed Budget Message and reviewed highlights. He announced upcoming budget work sessions scheduled for 4:00 P.M. on Monday, May 11, 2015, and Tuesday, May 12, 2015. A public hearing will be held on May 19, 2015, at 5:30 P.M. to allow citizen comment on the proposed budget.

C. Daymark Recovery Services, Inc. Proposed Lease Renewal

County Manager Geouque stated that the lease with Daymark Recovery Services was scheduled to expire June 30, 2015. Daymark Recovery Services would like to renew the lease with the same terms and conditions as the current lease. The space to be leased is at the County's Human

Service Building and includes 13,775 square feet of space. Daymark agreed to lease the space at the rate of \$5 per square foot (\$68,875 per year) in monthly installments of \$5,739.58. The new lease term would be July 1, 2015 to June 30, 2018. Included in the lease under Section 10 is an additional fee in the amount of \$67,718 per year, to be paid in monthly installments of \$5,643, which is to cover utilities and janitorial services.

The current lease was drafted and approved by the County Attorney. In addition, the lease has been advertised for the ten (10) ten days as required by the general statutes.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the lease with Daymark Recovery Services as presented.

VOTE: Aye-5
Nay-0

D. Watauga Medics Proposed Contract Revision – Second Ratifying Vote

County Manager Geouque presented proposed amendments to the current Ambulance Franchise Agreement with Watauga Medics for a second ratifying vote of approval. The major change is to allow Watauga Medics to increase their rates to maximize the Medicaid dollars. This change would result in a reduction in the County's annual supplement and allow the savings to fund an ambulance study and the additional utility costs associated with the new ambulance station.

North Carolina General Statute 153A-46 requires grants, renewals, extensions, or amendments of any franchise to be passed at two regular meetings of the Board of Commissioners before it may be officially adopted.

Chairman Hodges requested that item # 10 be revised to read that the second base of operations would be provided upon completion.

Commissioner Yates, seconded by Commissioner Kennedy, moved to approve the Ambulance Franchise Agreement with Watauga Medics contingent upon item # 10 being revised to read that the second base of operations would be provided upon completion.

VOTE: Aye-5
Nay-0

[Clerk's Note: Since a revision was made for the second ratifying vote; this will be considered the first vote and the Agreement will be brought before the Board for a second ratifying vote at the next regular Board meeting.]

E. Discussion of Proposed Resolution in Support of the Governor's Connect NC Bond

County Manager Geouque stated that the Governor's Office requested the County adopt a resolution in support of the Connect NC Bonds. Appalachian State University's College of Nursing and Health Sciences has been included as a potential project in the Connect NC Bond.

After discussion and by consensus, the Board directed the County Manager to request that a representative of the Governor's Office make a presentation and provide a sample resolution for consideration.

F. Announcements

County Manager Geouque announced the following:

- Budget Work Sessions are scheduled for Monday, May 11, and Tuesday, May 12, 2015. Both work sessions begin at 4:00 P.M. and will be held in the Commissioners' Board Room.
- A public hearing will be held to allow citizen comment regarding the FY 2016 Proposed Budget on May 19, 2015, at 5:30 P.M. in the Commissioners' Board Room.
- The Trustees of Caldwell Community College & Technical Institute invites the Board of Commissioners to a meeting on Wednesday, May 20, 2015, at 6:00 P.M. at the Watauga Instructional Facility on Hwy 105 Bypass, Boone NC, in Room 112.
- You are invited to attend the 2015 Watauga County State of the Child Forum on Thursday, May 7, 2015, from 8:30 A.M. until 11:00 A.M. at Watauga Medical Center. Additional information is included in the packet.
- Friends of the Library invite you to participate in their Restaurant Raffle. Additional information is included in the packet.

PUBLIC COMMENT

The following spoke during public comment:

Mr. Frank Packard requested the Board adopt a resolution in support of HB875 which may have an impact on the Town of Boone's water intake project.

Ms. Deborah Greene presented a proposed resolution in support of HB875 as requested on behalf of the New River Advocates.

CLOSED SESSION

At 10:24 A.M., Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to resume the open meeting at 11:05 A.M.

VOTE: Aye-5
Nay-0

POSSIBLE ACTION AFTER CLOSED SESSION

Requests were presented from the Town of Boone for two easements on County-owned property for water lines with one being located near the new Watauga High School and the other near the Hannah building. The easements included wording as follows:

“4. In consideration of Grantor’s conveyance of this easement, Grantee agrees that it shall reserve a water allocation of 250,000 gallons for the old Watauga High School property owned by Grantor until that property is sold by Grantor to a third party (hereinafter, “purchaser”) and thereafter shall continue to reserve said water allocation until the earlier of the following two dates (the earlier date being the “expiration date”): (i) the date the purchaser (or that purchaser’s assignee or grantee) is granted a water allocation by the Boone Town Council and become vested in water rights for the property or (ii) the date that is two years after the date Grantor conveyed the property to the purchaser. In the event Grantee should fail to make the aforesaid 250,000 gallon water reservation within two months of the date of recording of this instrument or, having made such a reservation, should let it lapse or cause it to terminate prior to the “expiration date” as defined in the prior sentence, then the easement conveyed in this instrument shall immediately terminate and all interest therein shall revert back to Grantor.”

After brief discussion, Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the two easements as modified below (two years being changed to four years):

“4. In consideration of Grantor’s conveyance of this easement, Grantee agrees that it shall reserve a water allocation of 250,000 gallons for the old Watauga High School property owned by Grantor until that property is sold by Grantor to a third party (hereinafter, “purchaser”) and thereafter shall continue to reserve said water allocation until the earlier of the following two dates (the earlier date being the “expiration date”): (i) the date the purchaser (or that purchaser’s assignee or grantee) is granted a water allocation by the Boone Town Council and become vested in water rights for the property or (ii) the date that is ~~two~~ **four** years after the date Grantor conveyed the property to the purchaser. In the event Grantee should fail to make the aforesaid 250,000 gallon water reservation within two months of the date of recording of this instrument or, having made such a reservation, should let it lapse or cause it to terminate prior to the “expiration date” as defined in the prior sentence, then the easement conveyed in this instrument shall immediately terminate and all interest therein shall revert back to Grantor.”

VOTE: Aye-3(Hodges, Kennedy, Welch)
Nay-2(Blust, Yates)

Commissioner Welch clarified that approval of the easements was not endorsing the Town of Boone’s water intake project.

County Manager Geouque requested direction regarding the citizen requests to place a proposed resolution in support of HB875 on the agenda.

By consensus, the Board directed staff to place the proposed resolution on the agenda.

ADJOURN

Commissioner Welch, seconded by Commissioner Yates, moved to adjourn the meeting at 11:11 A.M.

VOTE: Aye-5
Nay-0

Jimmy Hodges, Chairman

ATTEST:

Anita J. Fogle, Clerk to the Board

DRAFT

MINUTES

WATAUGA COUNTY BOARD OF COMMISSIONERS

SPECIAL MEETING, MONDAY, MAY 11, 2015

The Watauga County Board of Commissioners held a budget work session on Monday, May 11, 2015, in the Commissioners' Board Room, Watauga County Administration Building. Those present were: Chairman Hodges, Vice-Chairman Blust, Commissioner Kennedy, Commissioner Welch, Commissioner Yates, County Manager Geouque, and Finance Director Pierce.

Chairman Hodges called the meeting to order at 4:30 P.M.

County Manager Geouque and Finance Director Pierce reviewed the proposed Fiscal Year 2015-2016 budget for Board discussion.

The meeting was recessed at 8:32 P.M. until Tuesday, May 12, 2015 at 4:00 P.M.

Jimmy Hodges, Chairman

ATTEST:

Deron T. Geouque
County Manager

DRAFT

MINUTES

WATAUGA COUNTY BOARD OF COMMISSIONERS

SPECIAL MEETING, TUESDAY, MAY 12, 2015

The Watauga County Board of Commissioners held a budget work session on Tuesday, May 12, 2015, in the Commissioners' Board Room, Watauga County Administration Building. Those present were: Chairman Hodges, Vice-Chairman Blust, Commissioner Kennedy, Commissioner Welch, Commissioner Yates, County Manager Geouque, and Finance Director Pierce.

Chairman Hodges called the meeting to order at 4:05 P.M. and welcomed the Watauga County Board of Education Board Members and staff: Chairman Ron Henries, Vice-Chair Brenda Reese, Members Jason Cornett, Jay Fenwick, and Barbara Kinsey; Dr. Scott Elliott, Ly Marze, Dr. Stephen Martin, and Dennis Ray.

[Clerk's Note: Vice-Chairman Blust arrived at 4:08 P.M. and Mr. Welch at 4:20 P.M.]

County Manager Geouque and Finance Director Pierce continued the review of the proposed Fiscal Year 2015-2016 budget for Board discussion.

The meeting was adjourned at 7:10 P.M.

Jimmy Hodges, Chairman

ATTEST:

Deron T. Geouque
County Manager

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AGENDA ITEM 3:

APPROVAL OF THE MAY 19, 2015, AGENDA

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AGENDA ITEM 4:

HIGH COUNTRY WORKFORCE DEVELOPMENT AGREEMENT, RESOLUTION, AND UPDATE

MANAGER'S COMMENTS:

Mr. Adrian Tait, Director of High Country Workforce Development, will present a brief update and request for resolution supporting the High Country Workforce agreements. These revisions reflect changes and suggestions made by HCCOG Attorney, Jeff Hedrick, and Workforce staff. Finalized documents included (agreement to create a consortium and corresponding resolutions) are required to be approved by July 1, 2015 to meet State deadlines.

Board action is requested to approve the consortium agreement and the resolution to join the workforce development consortium.

Agreement of Counties to Create the High Country Workforce Development Consortium

ARTICLE I. TITLE AND PURPOSE

The contiguous units of local government listed below agree to establish a consortium to act jointly as a local Workforce Development Area under the Workforce Innovation and Opportunity Act (WIOA), Public Law 113-128 as enacted July 22, 2014. This consortium shall be known as the High Country Workforce Development Consortium.

ARTICLE II. MEMBERSHIP

The Consortium shall be composed of the following North Carolina independent and contiguous units of general purpose local government:

Alleghany County
Ashe County
Avery County
Mitchell County
Watauga County
Wilkes County
Yancey County

ARTICLE III. CERTIFICATION OF AUTHORITY

1. AUTHORITY UNDER STATE AND LOCAL LAW

The above-named counties each certify that they possess full legal authority, as provided by State and local law, to enter into this agreement and to fulfill the legal and financial requirements of operating as a local Workforce Development Area under the Workforce Innovation and Opportunity Act for the entire geographic area covered by this agreement.

2. SPECIFIC RESOLUTIONS TO ENTER INTO AGREEMENT

A copy of each duly executed resolution of each of the above-named counties giving specific authority to enter into this agreement are attached to this document and are incorporated herein by reference.

3. DESIGNATION OF REPRESENTATIVES FROM EACH MEMBER UNIT OF GOVERNMENT

Each member unit of government designates as its “chief elected official” pursuant to the Workforce Innovation and Opportunity Act, being its representative to the Consortium Board and upon whose representations the State, the Workforce Development Board, the administrative entity and the other member units may

rely, its duly elected Chairman of its Board of Commissioners, or such other elected commissioner as said County may appoint in his or her stead, or as his or her alternate. Such representative shall be the signatory of this agreement and shall be authorized to execute such other agreements as are necessary for Workforce Innovation and Opportunity Act purposes. Such representative will serve until his or her successor is installed.

4. DESIGNATION OF CHIEF ELECTED OFFICIAL FOR LOCAL WORKFORCE DEVELOPMENT AREA

The member units agree that the Consortium representatives each year shall elect one of themselves as the Chief Elected Official (CEO), to be the presiding officer of the Consortium Board. Such CEO shall be authorized to exercise the functions of the "local area chief elected official" required or allowed by the Workforce Innovation and Opportunity Act, to serve until his or her successor is installed.

ARTICLE IV. DURATION

This agreement will become effective on the date of the last county representative's signature and shall continue in effect until the local Workforce Development Area is redesignated by the Governor of North Carolina or until termination of this Agreement as provided for in ARTICLE X.

ARTICLE V. ASSURANCES AND CERTIFICATIONS

Each county will comply with the requirements of the Workforce Innovation and Opportunity Act, the regulations promulgated thereunder, all other applicable federal regulations, the statutes of the State of North Carolina, and written directives and instructions relevant to local workforce development area operations from the Governor of North Carolina or his/her designee.

ARTICLE VI. FINANCING

It is anticipated that funding necessary to implement this agreement will be derived from federal grant funds received through the office of the Governor.

The units of local government acknowledge that, subject to the paragraph immediately below, they are jointly and severally accountable for liabilities arising out of activities under the Workforce Innovation and Opportunity Act, and all funds received by the local workforce development area pursuant to WIOA. Liability includes, but is not limited to, responsibility for prompt repayment from non-program funds of any costs disallowed by the US Department of Labor or the NC Department of Commerce.

Liability shall be apportioned between the above-named counties as follows:

A. To the extent that one or more (but not all) of the above-named Counties can be identified as benefiting from the expenditure which is disallowed for any reason, said county or counties shall be liable for the repayment of such funds.

B. To the extent that one or more of the above-named Counties cannot be identified as the benefiting County or Counties of the WIOA funds in question, any disallowed expenditure shall be divided only among the benefitting Counties on a pro rata basis, based upon the percentage of all WIOA funds allocated to each of the Counties for the program fiscal year during which the disallowed funds were disbursed.

Nothing contained in this Article VI shall be interpreted so as to prohibit the above-named Counties from seeking contribution or indemnification from the Grant Recipient, any subrecipient, service provider, contractor, or from any other responsible person or entity.

The above-named Counties shall contractually be held harmless by the program service providers from liabilities arising out of activities by the said providers under the Workforce Innovation and Opportunity Act.

Any entity or joint agency created or designated by this local workforce development area, including the Workforce Development Board, and Administrative Entity, shall be considered a public agency for the purposes of the Local Government Budget and Fiscal Control Act.

ARTICLE VII. ESTABLISHMENT OF A WORKFORCE DEVELOPMENT BOARD

The above-named Counties agree that its Workforce Development Board is being established in accordance with Section 107 of the Workforce Innovation and Opportunity Act and applicable State of North Carolina laws, including G.S. 143B-438.11.

The Workforce Development Board shall have 14 private sector members who are appointed by the above-named counties (2 appointments per County Consortium representative) in accordance with the Workforce Innovation and Opportunity Act. The Consortium Board shall appoint 9 public sector members to the Workforce Development Board by a vote of a majority of the total number of members of the Consortium. The members of the Consortium Board shall be entitled to vote by alternative means including and not restricted to email, telephone, and in person.

ARTICLE VIII. REAL PROPERTY, EQUIPMENT AND SUPPLIES

The Consortium will follow all Workforce Innovation and Opportunity Act requirements governing the title, use and disposition of real property, equipment and supplies purchased with federal funds. The Consortium shall not own real property, assume debt, or hire personnel without authorizing resolutions from each of the above-named counties.

ARTICLE IX. AMENDMENTS

This agreement may be amended only upon the consent of all the parties hereto as evidenced by resolutions of the governing bodies of each of the above-named counties and subject to any required approval by the State.

ARTICLE X. TERMINATION

The parties hereto may terminate this agreement at any time, upon six months prior written notice, such termination to be effective when the Governor approves local Workforce Development Area re-designations or at the end of the then current grant administration agreement program year.

<hr/> <i>Alleghany County</i>	<i>Date</i>	<hr/> <i>Ashe County</i>	<i>Date</i>
<hr/> <i>Avery County</i>	<i>Date</i>	<hr/> <i>Mitchell County</i>	<i>Date</i>
<hr/> <i>Watauga County</i>	<i>Date</i>	<hr/> <i>Wilkes County</i>	<i>Date</i>
<hr/> <i>Yancey County</i>	<i>Date</i>		

STATE OF NORTH CAROLINA**COUNTY OF WATAUGA****RESOLUTION TO JOIN WORKFORCE DEVELOPMENT CONSORTIUM**

WHEREAS, Watauga County is presently within the High Country local area established under the Workforce Investment Act and certain citizens of Watauga County are receiving job training and other program assistance funded under the program which is administered by the High Country Workforce Development Board and the High Country Council of Governments; and

WHEREAS, Watauga County presently has an appointed representative serving on the High Country Workforce Development Consortium and also has appointed members serving on the High Country Workforce Development Board; and

WHEREAS, the Workforce Innovation and Opportunity Act has been enacted by Congress in replacement of the Workforce Investment Act, and allowing local governments to form a Consortium to create a Local Workforce Investment Area; and

WHEREAS, under the Workforce Innovation and Opportunity Act:

1. Each County in the Consortium must designate a “chief elected official” to represent the County as a member of the Consortium Board, which Board is empowered to enter into contractual and other agreements necessary to carry out the purposes of the Workforce Innovation and Opportunity Act; and
2. The Consortium must designate an administrative/fiscal agent to administer the program on behalf of the Consortium; and

WHEREAS, Watauga County desires to continue receiving the federal assistance available for workforce programs and training and as otherwise available under the Workforce Innovation and Opportunity Act, and further desires to enter into a consortium with the other counties that presently constitute the High Country Local Area as set forth in the Agreement of Counties to Create the High Country Workforce Development Consortium which has been presented as a draft to this Board and is to be maintained as part of the minutes of this meeting.

NOW, THEREFORE, IT IS RESOLVED that Watauga County shall enter into an agreement to create a consortium substantially same as the draft presented, to consist of Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey Counties to create a Local Area under the Workforce Innovation and Opportunity Act;

IT IS FURTHER RESOLVED that Watauga County authorizes and directs Commissioner _____, who has been designated by his or her Board of Commissioners, to serve as the County’s “chief elected official” until his or her successor is installed, with signatory authority to execute agreements as necessary for Workforce Innovation and Opportunity Act purposes; and

IT IS FURTHER RESOLVED that the Watauga County Board of Commissioners authorizes the designation of the High Country Council of Governments to be the administrative/fiscal agent to administer the Workforce Innovation and Opportunity Act on behalf of the Consortium and in conjunction with the Workforce Development Board.

ADOPTED this the 19th day of May, 2015.

Jimmy Hodges, Chairman
Watauga County Board of Commissioners

ATTEST:

Anita Fogle, Clerk to the Board

I hereby certify that during the regular meeting of the Watauga County Board of Commissioners on May 19, 2015, the above resolution was adopted.

Anita Fogle, Clerk to County Board



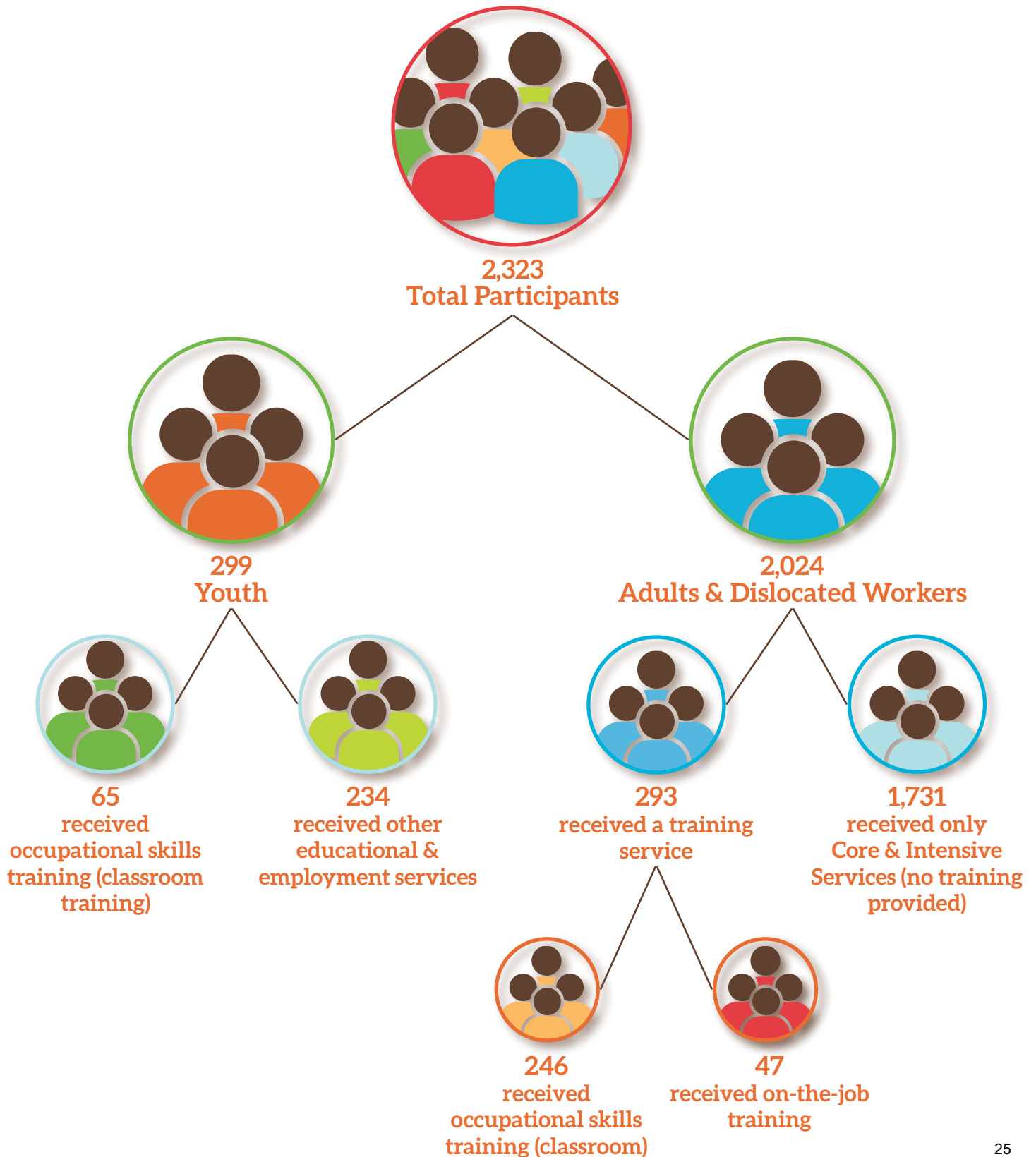
Workforce Development



Helping employers meet their workforce needs, helping individuals build careers, strengthening the local economy, and meeting the challenges of global competition.

Workforce Investment Act Services

In FY2014, the Workforce Investment Act (WIA) provided funding to assist adult and youth customers in working toward meeting their educational and employment goals through the following services: assessments, classroom training, on-the-job training, work experiences, supportive services, case management, job search assistance, placement services, and follow-up services.



Top 10 Areas for Training

The list below shows the top 10 areas for which WIA Adult, Dislocated Worker and Youth Customers were trained.



- Registered Nurses
- Licensed Practical Nurses
- Nursing Aids, Orderlies, and Attendants
- Nursing and Medical Assistants



Social and Human Services Assistants



Business and Operations Management



Bookkeeping, Accounting, and Auditing



Retail Sales Persons and Sales Representatives



Automotive, Bus, and Truck Body and Engine Repair



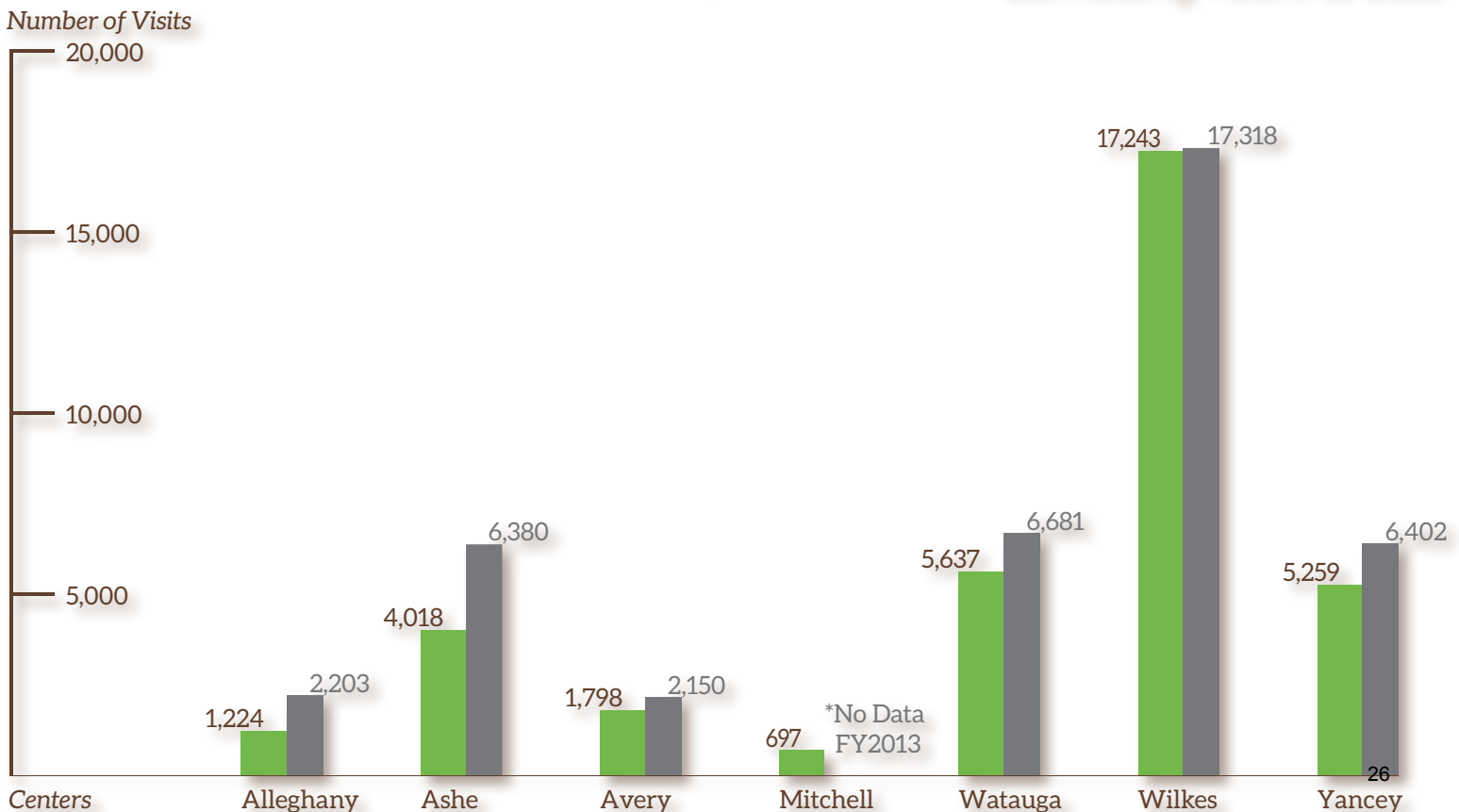
Engineering Technicians

Workforce Center Customer Visits: 35,876

FY2013 v. FY2014 Comparison of workforce center visits

■ FY14 Visits
■ FY13 Visits

NCWorks
Connecting Talent to Jobs



On-The-Job Training

The goal of the OJT program is for each participant to be retained in full-time, unsubsidized employment upon successful completion of the training activities. Positive aspects of OJT's include immediate employment for the participant; wage reimbursement to the business for the extra expense of training the participants during the predetermined training period; and the worker is retained in employment with the business upon successful completion of the training plan.

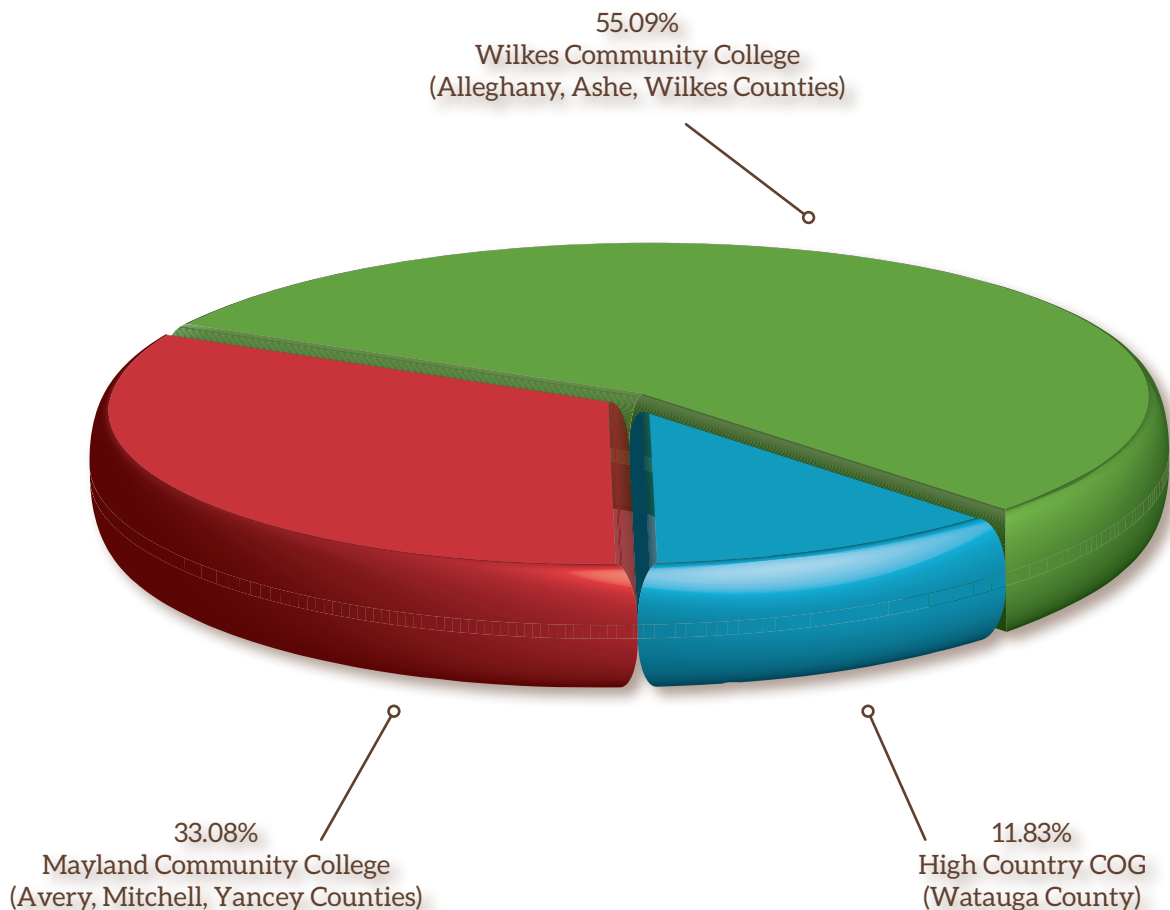
Participant hourly wage rates have ranged from \$9.50/hour to \$21.64/hour with an average hourly wage of \$11.67 or average annual wage rate of \$24,274. A total of 49 customers have participated in OJT during FY2014.

OJT Return on Investment

The HCWDB calculates that if the 49 participants stay on the job for 12 months their total increased earnings will be \$1,189,406. In turn, there is an additional impact of these increased earnings which includes increased local sales, increased sales taxes, and potentially additional job growth.

Workforce Development Funds

Title I WIA Funds from the US Department of Labor: this chart reflects the expenditure of WIA funds by service provider for the provision of services to job seeker and employer customers.



Investing in the Workforce

By the Numbers



1,115 :: Number of employers served by the NCWorks System emphasizing service to employers and meeting their needs no matter the size of the business.



14,745 :: Number of services provided to High Country employers through the NCWorks System. Services can range from helping list a job to helping screen applicants to coordinating a job fair to coordinating On-the-Job Training contracts.



13,637 :: Number of individual customers accessing NCWorks Career Center services including online job searches, resumé assistance, local labor market information, and career counseling assistance.



1,899 :: Number of customers that connected with local employers and went to work in the region.



49 :: Number of candidates hired by local employers with On-the-Job Training contracts. These businesses were directly reimbursed \$223,668.



180 :: Number of Avery County eighth grade students from both middle schools attending Grade 8 Career Education Workshops which emphasized educational attainment and career awareness through interactive sessions on long-term education and career decisions, information on career clusters and the labor market, and community involvement.



1,752 :: Number of local jobs posted using NCWorks Online, the robust website launched by the state of NC where employers can post a job, actively recruit talent, and analyze the labor market.



35,876 :: Visits to NCWorks Career Centers which are located in all seven counties of the High Country region in the towns of Sparta (Alleghany), Jefferson (Ashe), Newland (Avery), Spruce Pine (Mitchell), Boone (Watauga), Wilkesboro (Wilkes), and Burnsville (Yancey). Customers can access a variety of services at the centers including job search and job changing assistance, financial aid and scholarships, career counseling, and training programs.

AGENDA ITEM 5:

HARDIN PARK BUILDING PROJECT ADDITIONAL FUNDING REQUEST

MANAGER'S COMMENTS:

Ms. Ly Marze, Watauga County School Board Finance Director, will request additional funding in the amount of \$107,730 for the Hardin Park grease trap project. The Board previously approved \$200,000 for the project. The lowest bid received was in the amount of \$307,730 including construction, architect, and permit fees.

Board action is requested to approve the additional \$107,730 in funding from the Schools Capital Project Fund for the Hardin Park grease trap project.

David R. Jones Architecture

1800 Blowing Rock Rd., Bank of America, Suite A
P.O. Box 1247
Boone, North Carolina 28607
828-264-6689

May 8, 2015

Mr. Dennis Ray, Director of Facilities and Maintenance
Watauga County Board of Education
P.O. Box 1790
Boone, North Carolina 28607

PROJECT: Hardin Park Elementary Grease Interceptors and Kitchen Renovations
PROJECT #: 2014-17
RE: Revised Proposal for Architectural Fees

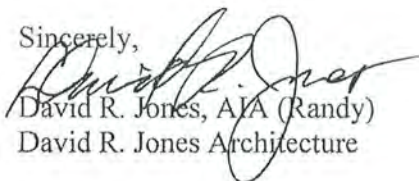
Dear Mr. Ray:

My original Proposal for Architectural Design Services (dated 8/28/2014) for the project was based on the lower range of Preliminary Probable Cost Estimates (\$120,000 - \$140,000) at \$120,000 and the architect/engineering fee at 11% for an amount of \$13,200. This Preliminary Probable Cost Estimate was used temporarily for calculating design fees until an actual contract amount can be awarded. The Proposed Contract Sum for the project is \$283,361.00.

Currently of the temporary Architectural Design Fee of \$13,200.00, 85% or \$11,200.00 has been paid. I propose that due to the increased size of the project and the high bid amounts that the Architectural Fee be adjusted to an 8% fee of the new Proposed Contract Sum of \$283,361.00. The revised Architectural Fee at 8% of \$283,361.00 amount is \$22,668.88. Subtract the amount already paid in Statements 1, 2 & 3 of \$11,220.00 (paid to date) leaves a balance of \$11,448.88.

Currently work completed is at 85% leaving a 15% balance for Construction Administration (Supervision). I will bill for the adjustment of the balance of the \$11,448.88 to bring us current to the 85% complete or \$8,048.55 of the adjusted Architectural Fee balance of \$11,448.88 and that will leave \$3,400.33 or 15% balance for the Construction Administration. If you have any questions, please give me a call.

Sincerely,


David R. Jones, AIA (Randy)
David R. Jones Architecture

David R. Jones Architecture

1800 Blowing Rock Rd., Bank of America, Suite A
P.O. Box 1247
Boone, North Carolina 28607
828-264-6689

May 7, 2015

Dr. Scott Elliott, Superintendent
Watauga County Board of Education Members
Mr. Dennis Ray, Director of Facilities and Maintenance
Watauga County Board of Education
P.O. Box 1790
Boone, North Carolina 28607

PROJECT: Hardin Park Elementary Grease Interceptors and Kitchen Renovations
PROJECT #: 2014-17
RE: Recommendation to Award a Contract

Dear Elliott, School Board Members and Mr. Ray:

Please be advised that bids were received on Thursday, May 7, 2015, and publicly read aloud for the above mentioned project. I have attached a copy of the Final Bid Tabulation Sheet for your reference. Four general contractors requested plans and specifications. Three contractors, out of the four, actually submitted bids.

Wishon & Carter Builders, Inc. was the apparent, successful low bidder with a Base Bid amount of \$344,553.00. Friday, May 8, 2015, Dennis Ray, Director of Facilities and Ly Marze, Director of Finance and myself meet to discuss the amount of the Base Bid and the Alternate Options. The bids included an ADD Alternate P-2, to add a hand washing sink in the Kitchen, ADD Alternate P-3, to add (3) new faucets to the existing compartment sinks, and DEDUCT Alternate P-4, which is to patch the quarry tile cut lines for the new sewer waste lines. The Base Bid included replacing all of the quarry tile floor and base. The following is a breakdown of those costs:

Base Bid Amount	\$344,553.00
ADD Alternate P-2, Add new Hand Sink	1,365.00
ADD Alternate P-3, Add new compartment sink faucets	2,940.00
<u>DEDUCT Alternate P-4, Deduct for Quarry Tile Patch</u>	<u>- 65,497.00</u>
TOTAL REVISED PROPOSED CONTRACT SUM	\$283,361.00

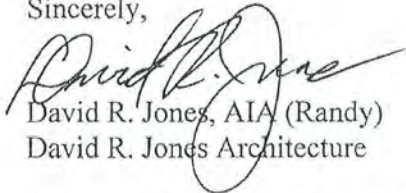
My Revised Probable Cost Estimate, dated 12/29/2014, increased probable costs when the scope of work grew/expanded to about \$200,000.00. It was later in the winter that the Maintenance Department had to repair the 3" incoming water line for the second time

that it was decided that the badly cracked asphalt paving needed to be replaced during this project. Asphalt repaving and repainting parking lines costs could run \$25,000 to \$35,000 range. In my opinion, I think other items beside adding the asphalt paving work would be the short summer number of weeks that the contractor has to complete the work, the per day liquidated damages clause, the amount of overtime included, the unknown location of under slab utilities that may be different than shown on the original drawings and the low number of bidders that were interested in bidding the project.

Wishon & Carter, Inc. maintains an active/valid, unlimited General Contractors license, NC License Number, 8629. See attached NCLBGC License Detail sheet. Wishon & Carter Builders, Inc. has worked for Watauga County Board of Education when they renovated the Old Blowing Rock Gymnasium into classrooms (Band, Music and Art). They also built the 23,000 SF Appalachian District Health Department for Watauga County.

I hereby recommend to the Watauga County Board of Education that Wishon & Carter Builders, Inc. be awarded the contract for the above mentioned project for the Revised/Negotiated Contract Sum of \$283,361.00. If anyone has any questions, please feel free to give me a call.

Sincerely,



David R. Jones, AIA (Randy)
David R. Jones Architecture

Attachment: Final Bid Tabulation Sheet and General Contractor License Detail Check Sheet

BID TABULATION SHEET

David R. Jones Architecture

1800 Blowing Rock Rd., Suite A
P.O. Box 1247

Boone, North Carolina 28607
828-264-6689 828-264-6690 (Fax)

Hardin Park Elementary Grease Interceptors & Kitchen Renovs.

Boone, North Carolina

Proj. : 2014-17

BID DATE:
5/7/2015

SINGLE PRIME GENERAL CONTRACT

Contractor	Bid Sec.	Lic. #	Addenda			MBE	Alts.				Base Bid Amount
			1	2	3		Alt. P-1 Deleted	Alt. P-2	Alt. P-3	Alt. P-4	
Enterline & Russell Builders 156 W. Cornish Rd. Blowing Rock, NC 28605		NO BID									\$
Greene Construction, Inc. 525 George Wilson Rd. Boone, NC 28607	BB	1610	√	√	√	D		2,000	1,500	-28000	\$436,000.00
Wilkie Const. Co. SE, 2025 Harper Ave. SW Lenoir, NC 28645	BB	71862	√	√	√	D		6,868	8,424	-30000	\$512,600.00
Wishon & Carter Builders, Inc. 1412 West Main St. Yadkinville, NC 27055	BB	8629	√	√	√	D		1,365	2,940	-65497	\$344,553.00
											\$
											\$



CLOSE SEARCH WINDOW



RETURN TO SEARCH RESULTS

License Detail

NUMBER	8629
STATUS	Valid
RENEWAL DATE	2015-01-01
<hr/>	
Name	Wishon & Carter Builders, Inc.
Address	P.O. Box 1719 Yadkinville, NC 27055-1719
County	Yadkin
Telephone	(336) 679-2031
Limitation	Unlimited
Classifications	Building
Qualifiers	Carrier, R. Edward
<hr/>	

AGENDA ITEM 6:

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE FY 2016 PROPOSED BUDGET

MANAGER’S COMMENTS:

A public hearing has been scheduled to allow citizen comment on the Manager's Recommended Budget for Fiscal Year 2016. Included in your packet are changes that were made during your budget work sessions. At the conclusion of the public hearing, you may wish to schedule an additional work session to make any changes that you wish prior to staff preparing the budget ordinance for adoption at one of your June meetings.

Direction from the Board is requested.

PUBLIC HEARING NOTICE

THE WATAUGA COUNTY MANAGER'S RECOMMENDED BUDGET FOR FISCAL YEAR 2015/2016 HAS BEEN SUBMITTED TO THE WATAUGA COUNTY BOARD OF COMMISSIONERS AS OF TUESDAY, MAY 5, 2015. A COPY OF THE PROPOSED BUDGET IS AVAILABLE FOR PUBLIC INSPECTION ONLINE AT WWW.WATAUGACOUNTY.ORG; IN THE COUNTY MANAGER'S OFFICE LOCATED IN THE WATAUGA COUNTY ADMINISTRATION BUILDING; AND AT THE PUBLIC LIBRARIES IN BOONE, BLOWING ROCK AND THE WESTERN WATAUGA COMMUNITY CENTER. A PUBLIC HEARING ON THE PROPOSED BUDGET SHALL BE HELD ON TUESDAY, MAY 19, 2015, AT 5:30 P.M. TO ALLOW PUBLIC COMMENT AT WHICH TIME ANY PERSONS WHO WISH TO BE HEARD ON THE BUDGET MAY APPEAR. THE BUDGET HEARING WILL BE HELD IN THE COMMISSIONERS' BOARD ROOM LOCATED IN THE WATAUGA COUNTY ADMINISTRATION BUILDING AT 814 WEST KING STREET, BOONE, NORTH CAROLINA. IF YOU HAVE QUESTIONS, PLEASE CALL 265-8000.

JIMMY HODGES
CHAIRMAN

Budget Change Summary

General Fund	
from 5-11-15	(1,222) remove 3% from BCC cola
from 5-11-15	1,500 increase Children's Council from -0- to \$1,500
	2,500 increase WAMY from -0- to \$2,500 for 50th anniversary event
net change	<hr/> 2,778 increase miscellaneous revenue



March 13, 2015

Honorable Eddie Settle, Chair
 Wilkes County Board of Commissioners
 Wilkes County
 Wilkesboro, NC 28697

Dear Chairman Settle and Wilkes County Commissioners,

On behalf of the Hospitality House Board of Directors, we would like to extend our sincere appreciation for this invitation to apply for grant funding from Wilkes County. Hospitality House requests \$13,140 in grant support for shelter, food and supportive services to residents of Wilkes County who have fallen into crisis. The cost for serving each resident is \$36 per person per night. The requested grant amount, \$13,140 will provide for one person, shelter, food, and supportive services for a full year. Furthermore, full funding of this request will help Hospitality House leverage valuable federal and state funding, for which we must match every dollar with four dollars from local sources.

During calendar year 2014, Hospitality House provided 4,646 nights of shelter services to 60 individuals from Wilkes County which equates to a total cost of \$110,196 for services provided to Wilkes County residents.

Not simply a shelter, Hospitality House operates five different housing programs that assist homeless individuals in getting back on their feet. In addition to three meals a day and safe, consistent housing, our programs provide intensive case management, goal setting, skill building, mental health counseling and 24-hour support. Last year, 41 persons entered our 90-day Emergency Shelter Program, 14 persons were served through our two year Transitional & Family Housing Program, and five persons were served in our Permanent Supportive Housing Programs, either our on-site Permanent Shelter or our Scattered Site Permanent Supportive Housing program. Individuals in Transitional & Family Housing have stabilized their living situation and are able to focus on meeting their personal income and employment goals. Permanent Supportive Housing provides individuals who are living with a permanently disabling condition a sense of purpose and a community of support.

One such Wilkes County man came to us last year with his son, recently homeless, after his wife passed away. He wrote his goals as; *"My overall goal is to own a small home. But first I need to keep working, save money when I can. I want to be able to support myself; I don't want to depend on food stamps or food banks. I want to go somewhere, just be able to live...have a place of my own where I could have a wood shop and small garden. I would like to have my GED, this is my goals....P.S. and get me some teeth."* After arriving at Hospitality House the father immediately went to work, eventually securing full-time employment, and after nine months they were able to move into their own place and purchase a used car. Currently enrolled in our Circles of the High Country mentoring program, the father continues to work hard in pursuit of his goals. They have become active in a local church, with the son recently getting baptized, and are dedicated to continuing on the path to success and fulfillment.

Operating since 1984 and serving Wilkes County since 1995, the mission of Hospitality House has been to help people rebuild their lives while providing a safe, nurturing and healthy environment for individuals and families living in crisis, poverty or homelessness. Through the provisions of housing, nutrition and life-changing services the goal is for every man, woman and child to leave feeling empowered and equipped with the skills that will allow them to become more self-sufficient and productive community members.

Hospitality House provides a variety of in-depth programs and services including Circles of the High Country mentor program, children's after school program, monthly children's birthday parties, 12-Step recovery and substance abuse counseling, Bible study, crisis intervention, Cooking Matters Classes, Chef Training Workshops, commercial kitchen skills and food safety training, canine therapy, anger management, resume workshops, health screenings, job skills training, financial literacy classes and resident internships in our kitchen, on our farm, and at our thrift store.

Hospitality House continues to serve as the only homeless shelter facility, outside of domestic violence facilities, for seven rural North Carolina mountain counties. Hospitality House provides Emergency Shelter Services, Transitional & Family Housing, and Permanent Supportive Housing that in total accommodates up to 80 individuals each night: 24 emergency shelter beds plus 10 overflow cots; 12 family beds; 17 transitional beds and 17 permanent supportive housing beds. We also operate the Bread of Life Community Kitchen and Food Box Program, administer WeCAN (a crisis intervention & homeless prevention program), BREMCO's Operation Roundup; NRLP's Good Neighbor Roundup and serve as a Red Cross Disaster Relief Center.

Hospitality House enters all clients served into a North Carolina homeless management data base and a federal homeless management data base (HMIS: Homeless Management Information Systems) as partial fulfillment of our federal and state grant contracts. We generate additional reports to track the metrics identified to evaluate program effectiveness. Each program participant receives intensive case management. The case manager (Service Coordinator) develops an Individual Service Plan with each program participant, assists with information and referral for needed services and closely monitors and documents progress for established goals. A Program Goal Sheet is maintained in each participant's file and updated as goals are achieved. In addition, an Intake/Exit Form is maintained on each program participant to document required data. The agency also maintains a data base on all program participants.

Sincerely,

Jim B. Krause
Executive Director
Hospitality House



VENTURE GRANT FUND - 2015
United Way of Wilkes County

Purpose: This fund has been established to give United Way the flexibility to meet special community needs as determined by the Board of Directors or for special otherwise unmet needs. Funds for 2015 will be earmarked for addressing physical and mental health issues in adults and children. Each year, United Way will identify funding priorities based on current community conditions. The United Way intends to use these monies to fund programs that seek to meet high priority needs of the community, consistent with its mission. It is the intention that these funds be distributed and utilized as quickly as possible. Therefore an expedited application and review procedure is in place.

Funding Level: The level of funding available for the Venture Grant Fund shall be determined annually by the Fund Distribution Committee and approved by vote of the Board of Directors of United Way of Wilkes County and shall be restricted for use only within that year.

Eligibility Requirements: All organizations applying must meet the following minimum requirements:

- Requests can be made by both United Way Partner Agencies and other agencies.
- Operate as non-profit charitable health or human service organization.
- Operate under written Articles of Incorporations and By-laws or other written documents or statutes that define the applicant's purposes, membership, management and operation.
- The applicant must have an organized governing authority, comprised solely of volunteers, with responsibility to implement a program and to administer and be accountable for the dollars granted. The governing authority must represent the community which it seeks to serve, consist of a minimum of five (5) members and meet regularly.
- Operate on a non-discriminatory basis in employment, recruitment of volunteers and delivery of services.
- Demonstrate effective program performance and financial responsibility and accountability.
- Operate or provide service within Wilkes County, North Carolina.
- Provide services that align with United Way's currently identified Community Impact Model.

Operating Guidelines: The following basic operating guidelines shall apply:

- Funds shall be used solely for the granted purpose.
- Funded activities shall commence in a timely manner and expenditures shall be made within the period agreed upon by the agency and United Way.
- Grant funds not expended shall be returned to United Way.
- No grant will be given for any purpose that would jeopardize the tax-exempt status of United Way or the applicant organization.
- Grant recipients shall acknowledge United Way in all promotional materials, activities and programs funded with United Way monies.
- Grant recipients shall submit a performance report and financial statement indicating actual use and the results of Venture Grant Funds no later than December 31st, 2015.

Examples of items that will not be considered for Venture Grant funding:

- Direct financial assistance to individuals or families.
- Capital expenditures unless there are matching monies or evidence of criteria need for the item for program services.
- Grants/stipends to conduct or attend conferences, seminars, and workshops.
- Audits
- Other items deemed inappropriate by the United Way of Wilkes County Board of Directors and its Fund Distribution Committee.

Venture Grants will be considered on an annual basis, no multi-year grants will be awarded and a program can only be funded for a maximum of three consecutive years.

Application and Funding Procedure: The following general procedure shall apply.

- United Way will publicize the opportunity to apply for funds and/or invite specific agencies to apply.
- Organizations must submit applications for funding to the United Way office by the stated deadline. All required documentation must be presented at the time of formal application, unless otherwise agreed to by United Way.
- The Fund Distribution Committee will make a preliminary review of each request and determine if a formal hearing and/or onsite visit is needed. Funding requests may be denied without a hearing or onsite visit.
- The Fund Distribution Committee will submit a recommendation for funding recipients and amounts to the Board of Directors of United Way at the next regular meeting. Organizations will receive written notification of the Board's decision as soon as possible following this meeting.

**UNITED WAY OF WILKES COUNTY
VENTURE GRANT APPLICATION
2015**

Amount Requested from United Way of Wilkes County

\$10,000

General Information

Agency: **Hospitality House**

Address: **338 Brook Hollow Rd, PO Box 309, Boone, NC 28607**

Contact Person: **Tina B. Krause** Telephone: **828-264-1237**

Email Address: **director@hosphouse.org**

List other co-sponsors of this proposal if any:

Proposal: On a maximum of two additional pages, describe the proposed project using the following format.

Describe the project and how it meets the purpose of the Venture Grant. (Who and how many will it serve, what services will be provided, etc.)

- Expected results of the project.
- What is the documented need for the proposal?
- Specific objectives, timetable and details.
- Specifically, how will United Way funds be used?
- If the project is to continue after the grant period, how might it be funded?
- Budget (form attached).

Venture Grant application is acceptable **only** in person and is to be delivered to the Executive Director of United Way by appointment prior to the April 30th, 2015 deadline.

Also please submit 1 copy of the following (electronic or hard copy):

(Note: Current partner agencies of United Way of Wilkes County do not need to resubmit the following materials.)

1. *Names and address of the applicant's officers and member of its board of directors or governing body.*
2. *Current total agency operating budget.*
3. *Copy of the agency's last annual audit or accountant's review.*
4. *Copy of the agency's last IRS Form 990 (audit/review must reflect the same period.)*
5. *Statute, regulation or the applicant's Internal Revenue Service letter which establishes that the applicant is exempt from Federal income taxes, is not a private foundation and that donors may deduct contributions to the applicant as provided in Section 170 of the Internal Revenue Code.*
6. *Current North Carolina Charitable Solicitation License or proof of exemption.*

Deadline for grant submission is **April 30th, 2015**

Please submit to:
Rick Stegall,
Executive Director
United Way of Wilkes County, Inc.
910 C Street
North Wilkesboro, NC 28659
(336)651-7801

UNITED WAY OF WILKES COUNTY, INC.

VENTURE GRANT

BUDGET FORM

Describe budget for this proposal, not sponsoring organization(s)

Revenue:

1. United Way of Wilkes County	10,000
2. In-kind support from: * Community Care Clinic * Oasis * Professional licensure, EMDR training and certification	5000 5000 2500
3. Town of Boone (1/4 of award)	6250
4. Triple P Parenting (1/2 of award)	7500
5. Health Foundation (pending)	5000
Total:	41,250

Expenses:

1. Program Development	37,500
2. Administration (specific to this program or project)	750
8. Professional fees associated with licensure, training and certification	2500
9. Equipment, etc. (specific to this program or project)	500
Total:	41,250

Prepared by:
Bob TaylorTitle:
Grants ManagerDate:
4/28/2015

Describe the project and how it meets the purpose of the Venture Grant. (Who and how many will it serve, what services will be provided, etc.)

The Venture Grant from the United Way of Wilkes County will help Hospitality House, the lead agency for the Northwest North Carolina Continuum of Care, continue to provide vital mental health and substance abuse services to residents and clients, onsite at our Brook Hollow Road facility. Our therapist offers one-on-one counseling with individuals experiencing mental health and/or substance abuse issues. She completes initial assessments, works with individuals to address mental health symptoms and/or substance abuse symptoms, and collaborates with medical providers regarding medication interventions. She is currently dually licensed as a licensed professional counselor and a licensed clinical addictions specialist.

The therapist works with individuals to create and implement safety plans during high risk time periods and collaborates with Daymark Recovery Crisis team if immediate additional support is needed for residents at the shelter. She has provided several group workshops to residents including a therapeutic writing workshop, holiday survival workshop, and community living workshops. She has lead a six week empowerment workshop series for women, that gives women guidance and support as they work on life building skills to give them the confidence to move forward. Women who enter the shelter generally reflect the national statistic that 90% of women who are homeless are homeless due to a traumatic event in their life. Working one-on-one with these women is part of the critical services Hospitality House provides in the process of rebuilding lives so individuals can gain self-sufficiency. We have witnessed an unfortunately increasing trend of families with young children check into our facility. Despite their young age, children are affected by homelessness, often showing signs of underdeveloped skills, insecurity and a general lack of trust. Our therapist oversees a toddlers program designed to provide a reliable, accessible place to stimulate learning and cognitive development; and she coordinates the Triple P positive parenting program. Building parenting skills with residents is generally part of the goal planning done weekly between clients and their service coordinator. Having this service coordinated onsite by the therapist, provides an additional trust level for parents and children who are taking steps towards a successful move back out into the community and schools. Over the past two years, she has worked with residents to provide grief counseling following significant events, as well.

Our therapist provides mental health and substance abuse case management services as needed and has reliable, mutually-referring relationships with the Community Care Clinic, Daymark Recovery Services, Vocational Rehab, and Oasis. Additionally, the therapist works with Smoky Mountain Center, the Emergency Room mental health team, and various rehabilitation, detox, and inpatient programs in order to coordinate continuity of care for higher risk individuals. Having a therapist on staff has significantly catalyzed our organization's commitment to rebuilding lives. In addition, our therapist extends training, expertise, and support to service coordinators on staff.

Support from the Venture Grant will provide critical support for Hospitality House to continue providing these valuable mental health and substance abuse services for our clients.

- **Expected results of the project.**

Wilkes County is one of seven counties Hospitality House serves, with 60 Wilkes County individuals having received emergency, transitional and/or permanent housing along with critical supported services over the course of 2014. Over the past 18 months, the mental health and substance abuse therapist has met with 94 unduplicated individuals and has held over 900 individual and group sessions. Our therapist conducted a survey with her clients as a part of a Kate B. Reynolds Foundation grant in July 2014, in which 71% of those completing an initial and follow up survey reported a reduction in mental health symptoms and 86% reported an increase in healthy thoughts, feelings, supports, behaviors, and movement towards goals. Several of the residents and former residents have continued to maintain contact with the therapist following exiting the program at the hospitality house.

The current plan is to continue to serve individuals referred to the counseling program through the service coordinators, other hospitality house staff, or by the request of residents themselves. Currently, the therapist offers 17 one hour appointments and one :30 minute appointment per week. The appointment slots have been consistently filled each week and often, there is a wait list with regards to the weekly appointments. We anticipate the following to occur with the on-going development of this project:

- The therapist will continue to maintain contact with current residents she serves as well as offer services to new residents by offering 17.5 hours a week of therapy services.

- The therapist will continue to implement evidence based programs, curriculums, and therapy approaches to address mental health and substance abuse needs.
- The therapist will work with service coordinators and staff to offer and implement at least two workshops geared toward mental health and/or substance abuse through the course of the grant cycle.
- The therapist will continue to provide mental health case management services, substance abuse case management services, and crisis services to her current clientele and to collaborate with service coordinators as needed to address potential needs of other residents.
- The therapist will continue to work with local agencies and community supports to coordinate services for clients.

- **What is the documented need for the proposal?**

Homelessness, mental health diagnoses, and substance abuse issues are strongly correlated, be it the cause or the effect. Lifetime exposure to trauma and traumatic events, substance abuse and homelessness frequently develop unhealthy behavior patterns and emotional responses to circumstances that negatively reinforce their symptoms. The Substance Abuse and Mental Health Administration (2011) has documented the following statistics regarding homelessness and substance abuse concerns include the following:

- Over 92% of mothers who are homeless have experienced severe physical and/or sexual abuse during their lifetime with two thirds of them having experienced domestic violence. 50% of homeless mothers have experienced a major depression since becoming homeless.
- About 30% of people who are currently homeless have mental health conditions with over 60% of chronically homeless having experienced lifetime mental health problems.
- About 50% of homeless individuals have co-occurring substance abuse problems with over 80% of chronically homeless individuals having experienced lifetime drug or alcohol problems
- With regards to dual diagnosis of substance abuse and post-traumatic stress disorder, statistics show that PTSD among all individuals in substance abuse treatment ranges between 12-34%, yet for women specifically, it ranges between 30-59% (Seeking Safety, Najavits, 2002).

The assessments of clients served by Hospitality House corroborate the data cited above. Therefore, we have made it a priority to offer mental health counseling for the individuals and households who have fallen into homelessness as an integral resource to their efforts to regain financial and emotional stability.

- **Specific objectives, timetable and details.**

- We will continue to offer counseling services at an average rate of around 15.0 - 17.5 hours per week. During the remaining hours and cancellations, our therapist will engage in care coordination through case staffing, maintaining records, and case management.
- Therapist will complete the second weekend of EMDR, a trauma specific training, in mid-June, 2015.
- Therapist will administer a brief survey to determine basic mental health needs as well as progress towards overall goals at the beginning of the therapeutic relationship and (when available) when treatment plans change and/or therapy services close.
- The workshops proposed in this application will be developed with focus on thematic stressors as identified by the service coordinators.
- Therapist will continue to earn continuing education credits reflective of current needs and trends with the population served and will continue to maintain licensure status.

- **Specifically, how will United Way funds be used?**

Wilkes United Way funds will be used to support the mental health therapist on staff as she develops intervention and counseling techniques and continues to offering direct counseling appointments. During the last year of 2014, Hospitality House served 4646 bed nights for individuals from Wilkes County. Those individuals served were a blend of men, women and children. With such a high number of Wilkes residents needing our services over the course of a year, the therapist onsite will provide a critical supportive resource for those clients from Wilkes County.

- **If the project is to continue after the grant period, how might it be funded?**

Hospitality House will continue to build grant support for these mental health services through such resources as the Health Foundation, SAMHSA, and others yet to be identified. Similarly, the Hospitality House Board of Directors has recognized the value of providing mental health services and will commit resource development to provide sustained support.



April 15, 2015

Honorable Robert Griffith, Chair
 Avery County Board of Commissioners
 Avery County
 Newland, NC 28657

Dear Chairman Griffith and Avery County Commissioners,

On behalf of the Hospitality House Board of Directors, I would like to extend my sincere appreciation for this invitation to apply for grant funding from Avery County. Hospitality House requests a total of \$13,140 for shelter, food and supportive services services to residents of Avery County.

During calendar year 2014, Hospitality House provided a total of 1,209 nights of shelter services to individuals from Avery County. We have a good history of working with the Avery County Schools to coordinate resources for families in crisis, and the relationship with the schools is expanding through our Circles of the High Country program. The current funding request is calculated by serving one individual at \$36 per person per night the equivalent of a full year of shelter and support services. Support from the county will contribute significantly to leveraging the state and federal grants that come to Avery County through the leadership of Hospitality House and the Northwest Continuum of Care. We continue to see a record request for our food, shelter, and crisis relief services. Partnering with the county to provide these critical support services will help us meet those demands.

Thank you for the opportunity to serve the people of Avery County. Included here are copies of the explanation of our funding request, the most recent audit, the approved budget, list of current board members, the annual performance report for our state Emergency Services Grant, and a letter of support from former board member and current Banner Elk Mayor Brenda Lyerly. Again, I appreciate this invitation to apply for funding. Please don't hesitate to contact me if you have any questions or need additional information.

Sincerely,

Tina B. Krause
 Executive Director
director@hosphouse.org



April 3, 2015

Honorable Gary Roark, Chair
 Ashe County Board of Commissioners
 Ashe County
 Jefferson, NC 28607

Dear Chairman Roark and Ashe County Commissioners,

On behalf of the Hospitality House Board of Directors, I would like to extend my sincere appreciation for this invitation to apply for grant funding from Ashe County. Hospitality House requests a total of \$13,140 for shelter, food and supportive services services to residents of Ashe County.

During calendar year 2014, Hospitality House provided a total of 34,575 nights of shelter services to individuals, with an average of 15% of service recipients from Ashe County. The support Ashe County provided Hospitality House in 2014 helped us provide shelter, food, and support services to those Ashe County residents that came through our doors and reinforced our partnership with the Ashe County Sheriff's Office and Department of Social Services. The current funding request is calculated by serving one individual at \$36 per person per night the equivalent of a full year of shelter and support services. Support from the county will contribute significantly to leveraging the state and federal grants that come to Ashe County through the leadership of Hospitality House and the Northwest Continuum of Care. We continue to see a record request for our food, shelter, and crisis relief services. Partnering with the county to provide these critical support services will help us meet those demands.

Thank you for the opportunity to serve the people of Ashe County. Included here are copies of the explanation of our funding request, the most recent audit, the approved budget, list of current board members, and the annual performance report for our state Emergency Services Grant. Again, I appreciate this invitation to apply for funding. Please don't hesitate to contact me if you have any questions or need additional information.

Sincerely,

Tina B. Krause
 Executive Director
director@hosphouse.org

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AGENDA ITEM 7:

PROJECT ON AGING PROPOSED ALLOCATION OF PROJECTED FY 2016 HOME & COMMUNITY CARE BLOCK GRANT (H&CCBG) FUNDS

MANAGER'S COMMENTS:

Ms. Angie Boitnotte will request Board action to accept the projected allocation of \$251,379 in Home and Community Care Block Grant (H&CCBG) funds for FY 2016. The required local match is \$27,931 and is present in the Project on Aging's FY 2016 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 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: May 11, 2015

SUBJ: Request for Board of County Commissioners' Consideration: Allocation of Projected FY2016 Home and Community Care Block Grant Funds

The Home and Community Care Block Grant (HCCBG) allocation for FY2016 is projected to be \$251,379, which requires a local match of \$27,931. The match is present in our FY16 County budget request. The Advisory Committee made the following recommendations for the projected allocation:

HCCBG Service	HCCBG Allocation	Match
In-Home Aide	\$116,819	\$12,980
Congregate Meals	\$43,442	\$4,827
Home Delivered Meals	\$78,320	\$8,702
Transportation	\$12,798	\$1,422

Upon approval, these funds will become part of the Project on Aging FY 2016 budget.

I plan to be present for discussion or questions.

cc: Karin Bare, Administrative Assistant II

NAME AND ADDRESS COMMUNITY SERVICE PROVIDER Watauga County Project on Aging 132 Poplar Grove Connector, Suite A Boone, NC 28607	Home and Community Care Block Grant for Older Adults County Funding Plan Provider Services Summary	DOA-732 (Rev. 2/15) County: Watauga July 1, 2015 through June 30, 2016 REVISION # , DATE:
--	---	--

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	12,798			//////////	1,422	14,220	0	14,220	1,867	7.6165	35	5,100
In-Home Aide I	X			93,463		//////////	10,385	103,848	0	103,848	4,950	20.9794	120	16,960
In-Home Aide II	X			23,356		//////////	2,595	25,951	0	25,951	1,237	20.9790	30	4,240
Congregate Meals	X				43,442	//////////	4,827	48,269	11,000	59,269	7,422	6.5036	450	19,150
Home Delivered Meals	X				78,320	//////////	8,702	87,022	13,000	100,022	10,841	8.0272	150	24,000
						//////////								
						//////////								
						//////////								
						//////////								
						//////////								
Total	//////////	//////////	12,798	116,819	121,762	251,379	27,931	279,310	24,000	303,310	26,317	//////////	785	69,450

*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 8:**COMMUNICATIONS AND EMERGENCY SERVICES EMERGENCY POLICE DISPATCH SOFTWARE PURCHASE REQUEST****MANAGER'S COMMENTS:**

Mr. Jeff Virginia, Emergency Services Director, will request the Board approve the purchase of Emergency Police Dispatch (EPD) protocols software. The new software is similar to Emergency Medical Dispatch (EMD) and Emergency Fire Dispatch (EFD) software currently used by the County's Communications Department. Both of these software programs provide a fundamental role in the ability of the dispatch center to respond to perceived medical and fire emergencies. With proper training, program administration, supervision, and medical direction, these programs can accurately query the caller, select an appropriate method of response, provide pertinent information to responders and give appropriate aid and direction for patients through the caller.

EPD would provide the same benefits as EMD and EFD. The Sheriff has endorsed the Communications Department purchase of the EPD software. This new software will continue the County's pursuit to provide a consistent and high quality level of service to the citizens and visitors of the County.

Board action is required to purchase the ProQa Paramount Emergency Police Dispatch Protocols software in the amount of \$61,339 with an annual maintenance amount of \$4,704. All the expenses associated with the EPD software are one hundred percent (100%) 911 reimbursable.



WATAUGA COUNTY

051915 BCC Meeting

Department of Communications & Emergency Services

184 Hodges Gap Road Suite D ♦ Boone, North Carolina 28607 Phone (828) 264-3761

FAX (828) 265-7617

Jeff Virginia-Director

Email: Jeff.Virginia@watgov.org

May 12, 2015

To: Watauga County Board of Commissioners

From: Jeff Virginia

Cc: Mr. Deron Geouque

Ref: ProQa Paramount Emergency Police Dispatch Protocols/Software

Watauga County has used Emergency Medical Dispatch (EMD) since 1995 and Emergency Fire Dispatch (EFD) since 2011 with excellent lifesaving results.

I have attached a description of what the EPD software consists of and how it will aid Telecommunicators in asking the needed questions consistently and in an orderly and timely fashion.

This package and training is 100% fundable with 911 surcharge monies that are currently in this year's budget.

I respectfully request that the Board approve the purchase of this package.

EMERGENCY POLICE DISPATCH (EPD)

PROQA SOFTWARE

ProQA has been designed to integrate with most CAD and phone systems. Case Entry information collected and verified in CAD can be automatically transferred to ProQA's Case Entry screen. When ProQA is used as a stand-alone product, this information can be manually entered into the appropriate fields.

The Case Entry Tab helps calltakers to quickly and efficiently gather critical information required for every call, including: address, callback number, caller name, and Chief Complaint. Notice the list of Fire and Rescue situations located directly below the "Tell me exactly what happened" field. When a caller reports any of these life-threatening situations, the calltaker simply clicks on the appropriate situation link to immediately initiate dispatch and provide potentially life-saving Pre-Arrival Instructions.

Early dispatch is also available whenever the caller reports that someone on scene is not safe and out of danger and cannot get to safety. When the caller is in danger, ProQA immediately takes the calltaker to the Case Entry Post-Dispatch Instructions window after initiating dispatch. After giving the appropriate Post-Dispatch Instruction, the calltaker then chooses the proper Dispatch Life Support (DLS) Link which will help maintain life and safety at the scene until fire crews arrive. Easy reference menu buttons improve navigation when timing is critical. Drop-down menus facilitate quick information entry. The operator name, case number, Chief Complaint, dispatch code, address, and callback number are all displayed on one easy-to-reference Status Bar. A running case timer, the dispatch time, the Chief Complaint, and the dispatch code are displayed on the Tool Bar.

The Key Questions tab presents the questions appropriate for the selected Chief Complaint. Drop-down answer choices make it quick and easy to navigate through the Key Questions. When descriptions of vehicles or people are required, an appropriate pop-up dialog box appears, allowing calltakers to enter descriptions into a standardized database format. The arrow keys allow you to move between Key Questions during caller interrogation.

When a dispatch code has already been selected, and the answer to a subsequent Key Question makes another code of the same level available, the Dispatch Icon flashes yellow. When this occurs, the calltaker can click on the dispatch code displayed below this icon to return to the Send Dispatch screen and reconfigure the response if necessary.

The PDI/CEI tab presents the Post-Dispatch Instructions and Critical EFD Information appropriate for the Chief Complaint. The PDI Completed buttons allow calltakers to document the PDIs they provided to the caller. This information is stored in the ProQA database for future reference.

The DLS Links button makes it easy for calltakers to quickly access important Dispatch Life Support instructions. The DLS tab presents the Case Exit and Pre-Arrival Instructions appropriate for the case. After reading the instructions on the screen, the calltaker should look to the continuation buttons. In some cases, a question must be asked before the calltaker can select the next link. In these cases, the question to be asked appears directly above the continuation buttons.

The Summary Tab presents a complete summary of all of the information collected during call processing. When ProQA is integrated with CAD, this information can be passed back to CAD; it can also be transferred to MDTs or printers for efficient relay.

The response configuration utility is used to enter the locally defined response configurations, which need to be assigned to each determinant descriptor in the Chief Complaint Protocols.

EPD CARDSETS

The Case Entry Protocol standardizes the beginning of each call and functions as an initial caller interrogation. It directs the calltaker to collect essential information for initial processing and classifying of the incident including: the address of the emergency, the phone number the caller is calling from, the caller's name, and the Chief Complaint.

Key Questions provide a secondary caller interrogation. The answers to these questions help the calltaker assess scene safety, prioritize the response, select appropriate caller instructions, and provide pertinent information to responders. The calltaker uses the answers to these questions to automatically recommend the appropriate dispatch code. Individual agencies assign specific responses to each code based on local resources and needs.

Additional Information Located below each Chief Complaint Protocol is an Additional Information (AI) section. AI sections provide information that will help you select a Determinant Descriptor as well as other useful information specific to each Chief Complaint. Information specifically related to the working part of the PPDS is presented on the left, and more general information follows to the right. Additional Information can be divided into the following basic categories:

- 1. DESCRIPTION ESSENTIALS.** Each Chief Complaint Protocol contains a list of Description Essentials that you will use to obtain descriptions of weapons, persons, and vehicles. Bolded items represent characteristics you should obtain for in-progress and time-sensitive events. Other listed characteristics should be obtained when time is not a factor.
- 2. DEFINITIONS.** All-uppercase and bolded words within the PPDS are defined in the Additional Information. When these words are used in the Determinant Descriptors, it is vital that you understand their definitions. Otherwise, individual EPDs could define these terms differently, destroying standardization.
- 3. LAWS.** EPD Laws demonstrate general police dispatch principles in an interesting and catchy form.
- 4. RULES.** EPD Rules are definitive action statements. They specify how Axioms are used and provide many of the dos and don'ts of priority dispatch. Rules are always considered to be true in the dispatch environment, without exception.
- 5. AXIOMS.** EPD Axioms are important statements that serve as the basis of many PPDS decision-making processes. They are self-evident truths that need no proof. They differ from Rules in that they tell you why, rather than how, to do things.

PDI's are specific to each Chief Complaint and are designed to ensure the safety of the caller and responders, and increase the overall effectiveness of the response.

After providing PDI instructions, the calltaker selects an appropriate Dispatch Life Support (or DLS) Link. DLS Links guide the calltaker to appropriate Case Exit or Pre-Arrival Instructions.

Case Exit Instructions are standardized instructions designed to help calltakers effectively terminate a call.

Pre-Arrival Instructions (or PAI's) provide potentially life-saving, scripted instructions for callers trapped in a sinking vehicle or structure fire, water rescue incidents, a person who is on fire, a caller who is in danger but not trapped, or a situation where there is a HAZMAT danger. Collectively, these protocols and instructions are referred to as Dispatch Life Support Instructions. Dispatch Life Support Instructions make it possible for properly trained calltakers to provide a Zero Minute Response™.



110 South Regent Street, Suite 500
Salt Lake City, UT 84111
(801) 363-9127 * (801) 363-9144 fax
(800) 363-9127 toll-free

Bill To: Watauga County Department of Communications & Emergency Services
Attn: Melissa Harmon
184 Hodges Gap Rd Suite D
Boone, NC 28607

Ship To: Watauga County Department of Communications & Emergency Services
Attn: Melissa Harmon
184 Hodges Gap Rd Suite D
Boone, NC 28607

For: Watauga County Department of Communications & Emergency Services
Attn: Melissa Harmon
184 Hodges Gap Rd Suite D
Boone, NC 28607

Phone: (828)264-3761 Fax:

Qty	Description	Unit Price	Extended Price
4	ProQA Software Licenses (Police - Paramount - Standard - North American English) Automated calltaking software	\$4,900.00	\$19,600.00
1	Client/Server Software Upgrade - Additional Users (North American English) Increased client server application capacity	\$1,500.00	\$1,500.00
1	AQUA Discipline Modules (Police - Evolution - Standard - North American English) Licensed discipline modules for AQUA	\$1,000.00	\$1,000.00
1	AQUA QA/QI Base Software License (Police - Standard - North American English) Quality Improvement software base engine	\$2,000.00	\$2,000.00
4	Cardset (Police - 4.2 - Standard - North American English) Licensed manual protocol set for backup	\$495.00	\$1,980.00
2	QA Guide (QAG) (Police - 4.1 - Standard - North American English) Quality Assurance Guide for training and case review only	\$45.00	\$90.00
10	Certification Course Registrant (Host) (Police - North American English) Materials, tuition and certification.	\$325.00	\$3,250.00
4	Travel Premium Surcharge Travel expense	\$1,500.00	\$6,000.00
1	AQUA Software Training (North American English) 8-hour course	\$1,500.00	\$1,500.00
2	ProQA Software Training (Police - Standard - North American English) 4-hour course (maximum of two complete sessions per day)	\$1,500.00	\$3,000.00
1	National Q Service - 25% (Police - 25%) Expert case review and reporting for 25 of the IAED's required number of cases for accreditation, or _____ cases. Renewable option available.	\$7,675.00	\$7,675.00
1	Pre-implementation Site Evaluation (Police) On-site operational and technical assessment	\$1,500.00	\$1,500.00
5	Project Management/Implementation Support (Police) Implementation support and quality management program development	\$1,500.00	\$7,500.00
1	Annual Maintenance/Support - ESP (G) License renewal, service and support	\$4,508.00	\$4,508.00



110 South Regent Street, Suite 500
Salt Lake City, UT 84111
(801) 363-9127 * (801) 363-9144 fax
(800) 363-9127 toll-free

4	Annual Maintenance - Basic Package (ESP) for Cardsets (Police - Standard - North American English) License renewal, service and support	\$49.00	\$196.00
		Sub-Total:	\$61,299.00
		Tax:	\$0.00
		Shipping & Handling:	\$40.00
		Total:	\$61,339.00

This quote is valid for 120 days from date of issue. Unless otherwise agreed to in writing, all prices quoted are exclusive of any applicable sales, use, withholding and other taxes, duties, or government assessments relating to this transaction, which are the sole obligation of Buyer. Payment terms are Net 30 unless otherwise noted.

Seller will use reasonable efforts to deliver products on time, but will not be liable for any expenses or damages incurred as a result of late delivery or for circumstances beyond Seller's reasonable control. Shipments are made F.O.B. origin, which is Salt Lake City, UT, USA. All insurance expenses and risk of loss are assumed by Buyer.

Purchasing or signing below acknowledges your agreement to the terms above and to the "break the seal" or "click to accept" license agreement associated with the licensed product(s). The license agreement is included with the licensed product(s) and you will have the opportunity to read it before opening or installing. If unacceptable, you may return the licensed product(s) within 10 days of receipt for a refund, less any applicable restocking fees and original shipping charges.

Sign here X _____ Date _____

Payment Method: (Check enclosed, or...)

Purchase Order # _____

VISA/MasterCard/AMEX # _____

Expiration: _____

AGENDA ITEM 9:

SMOKY MOUNTAIN CENTER QUARTERLY REPORT

MANAGER'S COMMENTS:

Ms. Margaret Pierce, Finance Director, will present the Smoky Mountain Center Quarterly Financial Report as required by Statute.

No action is required.



WATAUGA COUNTY FINANCE OFFICE

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: Smoky Mountain Center Quarterly Reports
DATE: May 2, 2015

Attached is a copy of the quarterly fiscal monitoring report (FMR) from Smoky Mountain Center for the quarter ended March 31, 2015. This fiscal monitoring report was provided by Smoky Mountain Center to comply with the G.S. 122C-117(c).

excerpt from G.S. 122C-117(c)

(c) Within 30 days of the end of each quarter of the fiscal year, the area director and finance officer of the area authority shall provide the quarterly report of the area authority to the county finance officer. The county finance officer shall provide the quarterly report to the board of county commissioners at the next regularly scheduled meeting of the board. The clerk of the board of commissioners shall notify the area director and the county finance officer if the quarterly report required by this subsection has not been submitted within the required period of time. This information shall be presented in a format prescribed by the county. At least twice a year, this information shall be presented in person and shall be read into the minutes of the meeting at which it is presented. In addition, the area director or finance officer of the area authority shall provide to the board of county commissioners ad hoc reports as requested by the board of county commissioners.

LME / MCO NAME:

SMOKY MOUNTAIN LME/MCO

FOR THE PERIOD ENDING:

051915 BCC Meeting
March 31, 2015

of month in the fiscal year (July = 1, August = 2, . . . , June = 12) =====>

9

1. REPORT OF BUDGET VS. ACTUAL

ITEM	Modified Accrual Accrual	X	PRIOR YEAR		CURRENT YEAR			ANNUALIZED PERCENTAGE **
			2013-2014		BUDGET	ACTUAL YR-TO-DATE	BALANCE (Col. 3-4)	
			BUDGET	ACTUAL				
REVENUE								
Service Fees from LME-Delivered Services			-	809,104	-	(151,919)	151,919	#DIV/0!
Medicaid Pass Thru			125,000	193,410	215,000	139,041	75,959	86.23%
Interest Earned			60,000	120,409	120,000	106,202	13,798	118.00%
Rental Income				53,772		40,329	(40,329)	#DIV/0!
Budgeted Fund Balance * (Detail in Item 4, below)			526,507	-	2,693,000		2,693,000	0.00%
Other Local			973,942	938,064	1,485,493	2,161,316	(675,823)	193.99%
Total Local Funds			1,685,449	2,114,759	4,513,493	2,294,969	2,218,524	67.80%
County Appropriations (by county, includes ABC Funds):								
Alexander County			37,825	37,825	37,825	28,369	9,456	100.00%
Alleghany County			112,596	112,596	115,483	86,612	28,871	100.00%
Ashe County			189,566	189,566	189,566	142,175	47,392	100.00%
Avery County			89,600	89,600	89,600	67,200	22,400	100.00%
Buncombe County			450,000	450,000	600,000	600,000	-	133.33%
Caldwell County			113,538	118,489	118,538	89,417	29,121	100.58%
Cherokee County			75,000	75,000	75,000	56,250	18,750	100.00%
Clay County			15,000	15,000	15,000	11,250	3,750	100.00%
Graham County			6,000	6,000	6,000	4,500	1,500	100.00%
Haywood County			96,775	84,503	101,900	76,905	24,995	100.63%
Henderson County			396,459	396,459	528,612	453,500	75,112	114.39%
Jackson County			123,081	123,081	123,081	92,311	30,770	100.00%
Macon County			106,623	106,623	106,623	79,967	26,656	100.00%
Madison County			30,000	30,000	30,000	22,500	7,500	100.00%
McDowell County			67,856	67,856	67,856	50,892	16,964	100.00%
Mitchell County			18,000	18,000	18,000	7,500	10,500	55.56%
Polk County			57,743	58,180	76,991	77,126	(135)	133.57%
Rutherford County			76,626	76,626	102,168	70,200	31,968	91.61%
Swain County			30,125	30,970	25,000	19,488	5,512	103.94%
Transylvania County			65,165	65,165	99,261	74,446	24,815	100.00%
Watauga County			171,194	171,194	171,195	128,396	42,799	100.00%
Wilkes County			254,200	265,626	264,200	199,565	64,635	100.71%
Yancey County			26,000	26,000	26,000	22,000	4,000	112.82%
Total County Funds			2,608,972	2,614,359	2,987,899	2,460,567	527,332	109.80%
LME Systems Admin. Funds (Cost Model)								
DMH/DD/SAS Administrative Funds (% basis)			5,037,902	5,037,902	5,523,712	4,142,784	1,380,928	100.00%
DMH/DD/SAS Risk Reserve Funds (% basis)			-	-	-	-	-	#DIV/0!
DMH/DD/SAS Services Funding			50,464,575	49,191,238	57,143,181	42,898,157	14,245,024	100.10%
DMA Capitation Funding			240,187,887	243,115,776	288,861,359	224,782,368	64,078,991	103.76%
DMA Risk Reserve Funding			4,871,181	4,923,693	5,895,129	4,416,566	1,478,563	99.89%
All Other State/Federal Funds			-	44,697	48,000	38,801	9,199	107.78%
Total State and Federal Funds			300,561,545	302,313,306	357,471,381	276,278,676	81,192,705	103.05%
TOTAL REVENUE			304,855,966	307,042,424	364,972,773	281,034,212	83,938,561	102.67%
EXPENDITURES:								
System Management/Administration/Care Coordination			40,656,524	32,065,907	46,219,116	26,590,789	19,628,327	76.71%
LME Provided Services			1,809,792	1,570,572	2,022,017	1,306,838	715,179	86.17%
Provider Payments (State Funds)			252,429,603	240,158,299	302,720,276	219,810,852	82,909,424	96.82%
Provider Payments (Federal Funds)			5,935,937	5,335,846	7,128,561	5,297,643	1,830,918	99.09%
Provider Payments (County/Local)			2,740,474	2,725,732	3,055,899	2,505,018	550,881	109.30%
Merger Expenses							-	#DIV/0!
MCO Start-Up Expenses							-	#DIV/0!
All Other			1,283,636	1,251,761	3,826,904	2,193,921	1,632,983	76.44%
TOTAL EXPENDITURES			304,855,966	283,108,117	364,972,773	257,705,061	107,267,712	94.15%
CHANGE IN CASH BALANCE				23,934,307		23,329,151		
Beginning Unrestricted Fund Balance				11,972,280		47,196,091		
Balance in DMH/DD/SAS Risk Reserve								
Balance in DMA Risk Reserve				12,467,918		16,884,484		
Current Estimated Unrestricted Fund Balance and percent of budgeted expenditures			15.48%	47,196,091	17.22%	62,836,598		
2. CURRENT CASH POSITION								
			(1)	(2)	(3)	(4)	(5)	Allowance for Uncollectible Receivables
			30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	TOTAL	
Accounts Payable (to be completed with the Accrual Method)							\$ -	
Account Receivable (to be completed with the Accrual Method)							\$ -	
Current Cash in Bank				109,083,917				
3. SERVICE EXCEPTIONS (Provided Based on System Capability)								
Services authorized but not billed			16,518,483					
4. DETAIL ON BUDGETED FUND BALANCE								
				Budgeted	Year-to-Date	Balance	%	
Payments to Providers				68,000	53,452	0	104.81%	
MCO Start-up Expense							#DIV/0!	
LME Merger Expense							#DIV/0!	

Other (List): Legal Fees, Admin Office			2,625,000	1,433,197	1,191,803	72.80%
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051015 BCC Meeting

* We certify (a) this report to contain accurate and complete information, (b) explanations are provided for any expenditure item with an annualized expenditure rate greater than 110% and for any revenue item with an annualized receipt rate of less than 90%, and (c) a copy of this report has been provided to each county manager in the catchment area".

LME / MCO Director	Date	LME/MCO Finance Officer	Date	Area Board Chair	Date
--------------------	------	-------------------------	------	------------------	------

cc: County Manager for each county within the catchment area.

Division of Mental Health, Developmental Disabilities & Substance Abuse Services
Quarterly Fiscal Monitoring Report - Explanation of Revenue and Expenditure Variances
SMOKY MOUNTAIN LME/MCO
for the period ending: March 31, 2015

ITEM	Explanation
Revenues Less than 90% Mitchell Co MOE - 55.56% Medicaid Pass Thru - 86.23%	This only represent 5 months of MOE payments against a 9 month budget. The budget is overstated.

Expenditures Exceeding 110%

AGENDA ITEM 10:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. 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 \$190,049 or a \$6,880 decrease, and the rate for workers compensation is \$276,672 or a 1.09% decrease. Based on prior years claims experience staff is recommending continuing the property deductible at \$5,000.

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 \$190,049 and \$276,672 respectively.



NCACC Risk Management Pools
Liability and Property

County or Entity:					
WATAUGA COUNTY					
RENEWAL ESTIMATE		JULY 1, 2015 TO JULY 1, 2016		Date of Quote	4/28/15
Coverage	Contract Limit	Deductible	Renewal Exposure		Contribution
Property	Insured Values	\$1,000	Total Property Values	\$61,926,430	47,831
			Total Inland Marine Values	\$7,671,098	5,925
			Total		\$53,756
General Liability	\$2,000,000	\$0	Population (County)	52,682	15,625
			Payroll (Entity)	\$0	0
			Fire Legal Additional Limits	\$0	0
			Number of EMTs	0	0
			Total		\$15,625
Automobile Liability	\$2,000,000		Total # of Vehicles (Liability)	126	35,221
Physical Damage	Actual Cash Value	\$1,000	Total # of Vehicles (PD)	126	17,610
Replacement Cost	\$2,000,000		Value of Selected Veh.	\$0	\$0
			Total		\$52,831
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)	52,682	17,904
			Payroll (Entity)	\$0	0
			Total		\$17,904
Law Enforcement Liability	\$2,000,000	\$5,000	Class A Employees	46	25,354
			Class B Employees	29	8,010
			Class C Employees	14	1,929
			Total		\$35,293
Employment Practices Liability	\$2,000,000	\$5,000	Population (County)	52,682	13,672
			Payroll (Entity)	\$0	0
			Total		\$13,672
Cyber Liability	\$1,000,000	\$5,000	Population (County)	Total	included
			Payroll (Entity)	Total	included
Annual Estimated Contribution					\$190,049



NCACC Risk Management Pools
Liability and Property

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

Quoted on: **4/28/2015**

Annual Payment Plan: (due on or before August 1, 2015)	\$190,049
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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 _____



NCACC Risk Management Pools
Worker's Compensation

RENEWAL ESTIMATE JULY 1, 2015 TO JULY 1, 2016

Quoted on: **4/7/2015**

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	\$101,330	4.061	\$4,115
7720	SHERIFF'S DEPT. OFFICERS & DRIVERS	\$2,971,359	3.881	\$115,324
8810	CLERICAL	\$4,349,597	0.344	\$14,979
8831	HOSPITAL VETERINARY & DRIVERS	\$79,116	1.510	\$1,195
8835	NURSING- HOME HEALTH , PUBLIC & TRAVELING ALL EMPLO	\$237,183	3.430	\$8,136
9015	BUILDINGS - NOC	\$688,867	4.398	\$30,295
9061	CLUBS & SENIOR CENTERS: NOC & CLERICAL	\$166,228	1.501	\$2,495
9102	PARK NOC ALL EMPLOYEES/DRIVERS	\$525,011	2.691	\$14,129
9403	ASHES GARBAGE OR REFUSE COLLECTION & DRIVERS	\$378,332	9.050	\$34,240
9410	MUNICIPAL TOWNSHIP COUNTY OR STATE EMPLOYEES NOC	\$2,081,233	2.256	\$46,959
9999	VOLUNTEERS (NCACC designated class)	\$12,360	38.869	\$4,804

Total Estimated Payroll

\$11,590,616

2014-2015 Contribution: \$276,672



NCACC Risk Management Pools
Worker's Compensation

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

Quoted on: **4/7/2015**

Annual Payment Plan: (due on or before August 1, 2015)

\$276,672

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 _____

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AGENDA ITEM 10:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Proposed Resolution in Support of NC House Bill 875 Restrict Municipal Eminent Domain

MANAGER'S COMMENTS:

Per Board direction, a proposed resolution in support of North Carolina House 875 restricting municipal eminent domain in Watauga and Ashe counties has been included for Board consideration.

Staff seeks direction from the Board.

STATE OF NORTH CAROLINA

DRAFT

COUNTY OF WATAUGA

**RESOLUTION IN SUPPORT OF NORTH CAROLINA HOUSE BILL 875
RESTRICT MUNICIPAL EMINENT DOMAIN**

WHEREAS, the Watauga County Board of Commissioners (Commissioners) are elected by the citizens of Watauga County to act in the interest of all citizens of Watauga County; and

WHEREAS, municipalities currently may use eminent domain to acquire property outside of their jurisdiction and without approval of the Commissioners; and

WHEREAS, such takings preclude the affected property owners from having adequate oversight of such takings by their locally elected officials.

NOW, THEREFORE BE IT RESOLVED that the Watauga County Board of Commissioners do hereby support North Carolina House Bill 875, Restrict Municipal Eminent Domain.

ADOPTED this the 19th day of May, 2015.

Jimmy Hodges, Chairman
Watauga County Board of Commissioners:

ATTEST:

Anita Fogle, Clerk to the Board

AGENDA ITEM 10:**MISCELLANEOUS ADMINISTRATIVE MATTERS*****C. Watauga Medics Proposed Contract Revision – First Ratifying Vote of Additional Revision*****MANAGER’S COMMENTS:**

Per discussion at the County’s Annual Retreat, enclosed is a copy of the changes to the current Franchise Agreement with Watauga Medics. The major change is to allow Watauga Medics to increase their rates to maximize Medicaid dollars. This change would result in a reduction in the County’s annual supplement and allow the savings to fund an ambulance study and the additional utility costs associated with the new ambulance station.

North Carolina General Statute 153A-46 requires grants, renewals, extensions, or amendments of any franchise to be passed at two regular meetings of the Board of Commissioners before it may be officially adopted.

At the last Board meeting, a change was made thus requiring the reading of the contract at the May 19, 2015 meeting. However, during the editing of the document, staff identified an additional change regarding the subsidy amount. The subsidy amount did not reflect the \$12,000 reduction due to the change in Medicaid rates. The new base subsidy will be \$951,885.84. Staff has incorporated the change into the document enclosed.

This will be considered the first reading and staff will recommend approval of the contract for adoption at the June 2, 2015 Board meeting.

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

AMBULANCE FRANCHISE AGREEMENT

THIS AMBULANCE FRANCHISE AGREEMENT (hereinafter "Agreement") is made and entered onto this the 1st day of July 2015 by and between **WATAUGA COUNTY**, a body politic, organized and existing under and by virtue of the laws of the State of North Carolina (hereinafter the "County"), and **WATAUGA MEDICS, INC.**, a North Carolina corporation, (hereinafter "Franchisee").

WHEREAS, effective October 4, 1999, the Watauga County Board of Commissioners, by authority contained in NC.G.S, 153A-250, adopted titled "Watauga County Ambulance Franchise Ordinance" (hereinafter the "Ordinance"); and

WHEREAS, County and Franchisee executed an Ambulance Franchise Agreement dated November 16, 2004, pursuant to the Watauga County Ambulance Franchise Ordinance, pursuant to the authority granted to the County by NCGS 153-250; and

WHEREAS, pursuant to said Ordinance, the County issued a Request For Proposal (hereinafter the "RFP") soliciting bids and specifying certain minimum conditions of any franchise to be issued pursuant thereto; and

WHEREAS, Craig J. Sullivan, on behalf of Watauga Medics, Inc., submitted a written bid entitled *Bid Proposal for Watauga County Ambulance Service* (hereinafter the "Bid") pursuant to said RFP; and

WHEREAS, the County, at its November 1, 2004, meeting resolved to accept the Bid Option 3-1 contained in said bid, to wit: that the bidder will provide service (as further specified below) with the County to provide an annual subsidy of as set forth below in monthly installment; and

WHEREAS, at the February 20, 2007, meeting of the Watauga County Board of County Commissioners, the County agreed to amend the agreement to clarify and restated the subsidy payment that were paid or are to be paid pursuant to the Agreement; and

WHEREAS, the parties have discussed an extension of the Agreement between the County and Franchisee in an effort to lock-in costs to the County and allow for the Franchisee to expand his operations to improve services in Watauga County.

NOW, THEREFORE, in consideration of the premises and the mutual benefits and obligations set forth below, the County and the Franchisee agree as follows:

1. The County does hereby grant unto Franchisee a non-exclusive franchise for the operation of an ambulance service for the provision of emergency and non-emergency medical transport services, in accordance with the Ordinance, the RFP, the bid and this Agreement for a period of seven years.
2. This franchise may not be sold, assigned or transferred nor may it in any way vest in any person, firm or corporation, other than the Franchisee and any such sale, transfer or assignment shall cause this franchise to terminate immediately, at the opinion of Watauga County.
3. Any change in legal or equitable ownership of Franchisee, its corporate shares, or any of its equipment shall immediately terminate the Franchise, at the option of Watauga County.
4. The initial term of the Franchise shall be from 12:00 A.M. on January 1, 2014, and through and including the 31st day of December, 2020. Either party, for any reason, may with or without cause terminate this agreement and the Franchise upon one hundred eighty (180) calendar days written notice to the other party, unless sooner terminated for reasons set forth in the Ordinance or by agreement of the parties hereto.
5. At the end of the aforesaid term, unless the parties agree otherwise in writing or either party has given notice of termination as aforesaid, the Franchise and all of the terms of this Agreement (subject to any amendments as may be entered into) shall be automatically renewed for continuing one-year terms.
6. The Franchise shall provide all personnel, vehicles, supplies and equipment to provide all emergency and non-emergency ambulance service necessary in all parts of Watauga County on a 24 hour per day, 7 day per week basis, at not less than an EMT-Paramedic level of service (except so long as an agreement for such acceptable to the County is in place, the Franchise may provide ambulance service to the Flat Springs area of Avery County in exchange for Avery County's providing pursuant to agreement with Franchise ambulance service to the Town of Beech Mountain in Watauga County. It is understood that each ambulance transport that occurs in Avery County as the result of the above agreement allows the franchisee to bill the patient and to bill the County an additional \$500.00) Each ambulance of the Franchisee shall be available to render assistance to all portions of Watauga County.
7. Franchisee shall keep two (2) two-wheel drive ambulances and two (2) four-wheel drive ambulances fully equipped, licensed and available for emergency and non-emergency service at all times, subject to routine maintenance down time. As of January 1, 2014, Franchisee shall keep three of the ambulances manned and

available on a 24 hour per day, 7 day per week basis and a third ambulance manned and available nine hours per day, Monday through Saturday, six (6) days per week. Not less than two (2) ambulances will be kept within the County at all times for services pursuant to this Agreement, one of which will be manned and the other of which will be manned or will have personnel on call for immediate service. Each ambulance necessary to meet the foregoing requirements shall have less than 50,000 miles on it at the time initially put in service by Franchisee. Franchisee will immediately notify the County in writing of any additions or the deletions to its inventory of operational ambulances.

8. The Franchisee shall maintain not less than two (2) bases, two of which will be provided by the County as set forth below. The Franchisee must bear all responsibility for finding other station(s) and the costs associated with acquiring, equipping, and maintaining such.
9. Franchisee's first base of operations will be located at the facilities owned by the County at 921 West King Street, Boone, North Carolina 28607, or such other location as may be provided by the County. The County will make available, at no charge to Franchisee, said the facilities currently located at 921 West King Street, Boone, North Carolina 28607, specifically consisting of 5,263 square feet, including a garage, offices, sleeping area and a training room. The County shall provide property and casualty hazard insurance for the structure at said location. The Franchisee must bear all utilities, maintenance, medical supplies, equipment and other necessary expenses associated with said facilities provided by the County. Franchisee's obligation to provide maintenance to the structure shall be limited to repairs of ordinary wear and tear to the reasonable satisfaction of the County. Franchisee's two propane heaters and the lift located in the bay area of the building shall remain the property of Franchisee, so long as Franchisee repairs any damage to the building caused by their removal.
10. The County will provide a second base of operations, **upon completion**, on the western end of the County to be located at 193 US Hwy 321 North, Vilas, North Carolina 28607 with similar arrangement as above.
11. The Franchisee shall maintain a second base to be located at 133 Longvue Dr., Boone, North Carolina and the Franchisee shall be solely responsible for providing all things necessary for operation of the service at the second base, including but not limited to the building, utilities, maintenance, medical supplies, equipment and necessary operational expenses associated with the facilities.
12. Each ambulance used by Franchisee must be in compliance with all applicable Federal, State, and local laws relating to personnel, health, safety, equipment, vehicle design, and sanitation. Franchisee shall keep the County provided with a copy of the current State certification for each ambulance owned or operated by Franchisee.

13. The Franchisee shall be responsible for all future capital purchase and all operational, including (but not limited to) salaries, employee benefits and expenses, insurance, mobile operational costs, and all other fees, expenses, and charges necessary to remain in compliance with the County's ordinance and the franchise granted to the Franchisee.
14. The Franchisee shall provide the County with a list of all of its equipment which is in service, on not less than an annual basis, and the Franchisee shall assure that all of its equipment in use will be removed from service once it becomes obsolete or needs to be replaced due to normal wear and tear.
15. Each ambulance of Franchisee shall be equipped with an eight (8) channel VHF radio. Frequencies shall be assigned by the Communications Center designated by the County. Franchisee shall relay all ambulance movements to the Communications Center designated by the County, via two-way radio.
16. The Franchisee shall assure that its EMS personnel have access to operational Franchisee issued pagers, or other communication devices along with accurate phone lists are on file to notify said personnel if the regular squads of the Franchisee are unable to handle the volume of calls that may come in from time to time.
17. The Franchisee shall at all times meet the following performance standards:
 - a. The average response time for an ambulance, calculated on a Monthly basis, shall not exceed ten minutes.
 - b. Franchisee shall place no required ambulance in service for initial operation that has more than 50,000 miles.
18. The Franchisee shall not allow any paramedic to practice in Watauga County until he or she has passed an oral examination given by a panel approved by ~~of~~ the Medical Director along with any other reasonable standards as set forth by the Medical Director. It will be the responsibility of the County to coordinate with the Franchisee to ensure a qualified Medical Director remains active in the system.
19. The Franchisee shall enter into and assure the existence of mutual aid agreements with ambulance services in counties adjoining Watauga County to provide assistance in the event of disaster or other special need, said agreements to be at the sole expense of the Franchisee. Additionally, the Franchisee shall implement and keep in place a Reserve Program, creating a County-wide manpower bank to be available in the event of a disaster or other special need. All training will be open to Reserves and any other individuals with NC Basic EMT Certification, or

higher, who also meet Franchisees other reasonably developed standards. The Franchisee shall make all reasonable efforts to provide "ride time" to said reserves, to keep their skills current.

- 20. Franchisee shall enter into mutual aid agreements to have and make available assistance of and to all volunteer rescue squads in the County when requested by the County, the Franchisee or the volunteer rescue squads.
- 21. The Franchisee shall make its resources available to Watauga County Emergency Management Office during its emergency activities, and during any declared State of Emergency shall work in conjunction with the Emergency Operations Center.
- 22. The Franchisee shall oversee a First Responder program, which the Franchisee will assist the local fire departments with the needs of the program. The Franchisee shall assist in the development and implementation of operating guidelines for the program, and shall restock the supplies (not to include capital equipment or any drugs such as epi pens) used in the services of the First Responder. Further, the Franchisee shall coordinate continuing education requests and other training for all First Responders, as appropriate. All of the foregoing shall be provided to the program and First Responders at no cost to the First Responders or their sponsoring agency or agencies, all with no additional cost to the County.
- 23. The Franchisee shall operate on a fee for services basis, and shall only issue the following charges (when incurred) at the following rates, which are hereby approved by the County:
 - a. Rates for BLS calls: \$300.00
 - b. Rates for ALS calls:

(non-emergency)	\$325.00
(Emergency)	\$415.00
ALS II:	\$550.00
 - c. Charge per mile: \$9.00
 - d. Waiting time per hour (after first hour) \$25.00
 - e. No transport calls:

A charge of \$50.00 is authorized for no transport calls when Franchisee responds to assist patients who just need assistance or patients who have initiated a 911 call and have changed their mind once Franchisee arrived. No charge under this subsection may be assessed when a 911 call is made by a bystander without the request of the injured party.

No other fees, expenses, or charges may be made without prior Resolution of the County's Board of Commissioners approving such.

24. The Franchisee shall be responsible for billing and collection of its fees, charges and expenses. The Franchisee must submit for payment from, third-party payers and accept assignment of Medicare and Medicaid Franchisee shall maintain accurate records of its charges and reimbursements from Medicare and other sources of all charges pursuant to the foregoing authorized increases, and shall compile and maintain such information in a form useful to the County, which information shall be shared from time to time with the County, as the County may desire.
25. Franchisee shall maintain all records required by Sect XII of the Ordinance and shall submit to the County by the 15th of the month following each quarter a data sheet containing all of the information specified in subsection f of said Section of the Ordinance. The Franchisee shall submit an annual report containing all of the information required by said Section and further specified by subsection g of said Section by the 15th day of the month following the last quarter of each year. The Franchisee shall maintain the aforesaid records in an organized fashion, and allow the County full access to said information as the County deems appropriate. By the 15th of May of each year, the Franchisee shall submit to the County manager a budget of how it intends to spend the County's funds in the upcoming fiscal year, and within ninety (90) days of the end of the Franchisee's fiscal year, the Franchisee shall furnish the County a full and complete certified audit of Franchisee's operations conducting by a CPA in accordance with generally accepted auditing standards of Franchises's operations, which shall include a fully-audited financial statement of the Franchisee. The Franchisee's fiscal year shall be from 1 January to 31 December of each year.
26. Each year, Franchisee shall provide the County a detailed explanation of its billing policies, sufficient to allow County to fully understand the billing methods and practices of the Franchisee.
27. Franchisee shall fully allow the County to inspect all records, premises and equipment of the Franchisee at any time in order to confirm and insure compliance with the ordinance and the franchise granted herein.
28. In providing ambulance service as described herein the Franchisee shall comply with all laws of the United States, the State of North Carolina and the County of Watauga, including rules and regulations promulgated by the Medical Care Commission and the NC Medical Board, and resolutions and ordinances of the Watauga County Board of Commissioners. Further, the Franchisee shall abide by all applicable US and North Carolina Labor laws, including, but not limited to, Occupational Safety and Health regulations, Fair Labor Standards Act and the Americans with Disabilities Act and regulations pursuant thereto. The County shall have the right to inspect all records pertaining to these labor laws and ensure

compliance by the Franchisee. The Franchisee shall maintain records on all employee training conducted pursuant to Occupational Safety and Health regulations and shall make these available to the County upon request

- 29. Franchisee shall maintain in place an escrow account, a surety bond, an irrevocable letter of credit, or other guarantee or undertaking satisfactory to the County attorney, in an amount equal to the amount of the contract subsidy applicable to any one hundred eighty (180) day period following the date such obligation may arise to assure payment to the County for any liability of the Franchisee to the County arising out of this Agreement, of the Ordinance, or of Franchisee's operation, and to pay for any substitute performance the County may cause to be provided upon Franchisees default in performance hereunder or under the Ordinance.
- 30. The Franchisee agrees and acknowledges that the above-referenced facilities of the County located at 921 West King Street, Boone, North Carolina are fully adequate facilities for the housing of their base operation at said location.
- 31. For the period of this agreement, the County shall prepay to Franchisee an annual subsidy in monthly installments as follows:

Jan. 1, 2014 - Dec. 31, 2014:	\$958,518.12 \$951,885.84 + CPI waived.
Jan. 1, 2015 - Dec. 31, 2015:	Previous Years amount+ CPI adjustment
Jan. 1, 2016 - Dec. 31, 2016:	Previous Years amount+ CPI adjustment
Jan. 1, 2017 - Dec. 31, 2017:	Previous Years amount+ CPI adjustment
Jan. 1, 2018 - Dec. 31, 2018:	Previous Years amount+ CPI adjustment
Jan. 1, 2019 - Dec. 31, 2019:	Previous Years amount+ CPI adjustment
Jan. 1, 2020 - Dec. 31, 2020:	Previous Years amount + CPI adjustment

(this amount to be adjusted by the CPI as explained below. Each year thereafter the previous year's amount will be adjusted as explained below:

On each January 1, commencing on January 1, 2015, the agreed-upon County subsidy shall be adjusted and revised as follows:

- a. 60 percent of the adjustment shall reflect the annual increase or decrease of the Consumer Price Index (CPI) South Urban Size C, as published by the US Department of Labor, Bureau of Labor Statistics.
- b. 20 percent of the adjustment shall reflect the annual increase or decrease of the CPI, Medical Care Services as published by the US Department of Labor, Bureau of Labor Statistics.
- c. 20 percent of the adjustment shall reflect the annual increase or decrease of

the CPI, Transportation, as published by the US Department of Labor, Bureau of Labor Statistics.

In the event the CPI components produce a negative adjustment, once totaled, the Subsidy amount will not be adjusted. In the event the CPI components produce a percentage greater than 6% the annual increase will be 6% plus one-half (50%) of the amount over 6% up to 10% (For Example, if the CPI escalator is computed at 7.4% the annual increase would be 6.7% or $6\% + .50 \times 1.4 = 6.7$). Any amount over 10% will not be considered for adjustment i.e. the maximum adjustment will be 8%. Or $6\% + .50 \times 4\% = 8\%$).

32. The County will calculate the adjustment based upon the most recent November annual report of Franchisee as compared to the report of the previous November. (For example, the January 1, 2015, adjustment will reflect the CPI changes between November 2013 and November 2014.)
33. Franchisee shall at all times during the existence of the Franchise, keep in full force and effect the insurance coverage as required by Section X of the Ordinance entitled "Insurance" and all insurance required by law, including liability insurance on its vehicles and workers' compensation coverage for its personnel. Franchisee shall provide proof of coverage to the County and to assure that each insurance policy contains provisions that assure that the County receives at least 90 days prior notice from each carrier of any lapses, cancellations, denials, changes or limitations in coverage. The County shall be shown as an additional insured on all of Franchisee's liability insurance.
34. The Franchisee shall indemnify and hold harmless the County and its officers and employees from and against all suits, actions, liability, claims, demands, judgments, recoveries or expenses, including court costs and attorney's fees, against or incurred by the County on account of or in any way connected with or arising from any claim of injury, loss or damage which arises out of or is in any manner connected with Franchisee's operations; including, but not limited to any claim or injury, loss or damage, suit, action, liability, claim, demand, judgment, recovery, or expense caused or alleged to be caused in whole or in part by any negligent act, omission, error, professional error, mistake, accident or other fault of the Franchisee, any subcontractor of the Franchisee, or an officer, employee or agent of the Franchisee.
35. Franchisee is to provide ambulance service as an independent contractor and neither Franchisee nor any of its personnel shall be an employee, agent or representative of the County in any way.
36. The Franchisee and its agents, contractors and subcontractors shall not discriminate on the basis of race, color, creed, national origin, ancestry, age, sex,

religion or disability in any policy or practice and Franchisee shall assure that any agreements or practices it enters into or engages in expressly provide for such nondiscrimination.

- 37. This Agreement is entered into pursuant to the RFP which Franchisee acknowledges; to the Ordinance and all amendments as may be made thereto, which Franchisee is and will remain familiar with and agrees to fully abide by; to the bid by Watauga Medics, Inc., and to the County's resolutions of November 1, 2004, accepting said bid. Except to the extent this Agreement imposes standards above the minimum standards specified in the Ordinance, in the event of any inconsistency among or between the foregoing, the Ordinance shall control and as between this Agreement and the RFP, the Bid, and the Resolution, this Agreement shall control, but all of the terms of the aforesaid documents not inconsistent with the other documents shall remain in and have full force and effect.
- 38. Should any portion of this Agreement be ruled or determined invalid, such invalidity shall not effect the enforceability of the remaining portions hereof. This Agreement shall not be amended or modified except in writing, signed by all parties hereto, with the County's consent to such modification to be only by prior resolution of its Board of Commissioners.

IN TESTIMONY WHEREOF, the said parties hereto have hereunto caused this instrument to be signed in their names by their duly authorized officers.

WATAUGA COUNTY

WATAUGA MEDICS, INC.

By: _____
Jimmy Hodges, Chairman
Watauga County Board of Commissioners

By: _____
Craig Sullivan, President

ATTEST:

Anita J. Fogle
Clerk to the Board

Chasity Profitt
Corporate Secretary

(SEAL)

(SEAL)

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

Margaret Pierce, Watauga County Finance Officer

AGENDA ITEM 10:

MISCELLANEOUS ADMINISTRATIVE MATTERS

D. Boards and Commissions

MANAGER'S COMMENTS:

Biannually, a Jury Commission is empanelled for a two-year term. Of the three member panel, one member is appointed by the Board of Commissioners. The term of Mr. Ted Hagaman expires June 30, 2015. The new term for the appointment will be July 1, 2015, through June 30, 2017. Mr. Hagaman is no longer available to serve. Clerk of Court Diane Deal has suggested Mr. Jerry Dotson for consideration. Mr. Dotson is willing to serve if so appointed.

This is a first reading and, therefore, no action is required at this time.

Anita.Fogle

From: Dalton, Stephanie N. <Stephanie.N.Dalton@nccourts.org>
Sent: Friday, May 08, 2015 4:48 PM
To: Anita.Fogle
Subject: RE: Jury Commissioner Appointment

Yes, Diane just told me to suggest Jerry Dotson, 1885 Poplar Grove Road South, Boone, NC 28607. She has spoken with him and he is willing to serve.

Thanks!!

Stephanie Dalton
 Assistant Clerk of Superior Court, Criminal Division
 Watauga County Clerk of Superior Court
 842 West King Street, Boone, NC 28607
 (828) 268-6633

From: Anita.Fogle [<mailto:Anita.Fogle@watgov.org>]
Sent: Friday, May 08, 2015 3:11 PM
To: Dalton, Stephanie N.
Subject: RE: Jury Commissioner Appointment

Thanks for letting me know. Does your office have any recommendations?

Anita J. Fogle, Clerk to the Board
 Watauga County
 814 West King Street, Suite 205
 Boone, North Carolina 28607
 828.265.8000 Phone
 828.264.3230 Fax
Anita.Fogle@watgov.org
www.WataugaCounty.org

From: Dalton, Stephanie N. [<mailto:Stephanie.N.Dalton@nccourts.org>]
Sent: Friday, May 08, 2015 12:33 PM
To: Anita.Fogle
Subject: RE: Jury Commissioner Appointment

I spoke with Mr. Hagaman and he is not wanting to be re-appointed as jury commissioner.

Stephanie Dalton
 Assistant Clerk of Superior Court, Criminal Division
 Watauga County Clerk of Superior Court
 842 West King Street, Boone, NC 28607
 (828) 268-6633

From: Anita.Fogle [<mailto:Anita.Fogle@watgov.org>]
Sent: Monday, May 04, 2015 9:47 AM
To: Dalton, Stephanie N.
Subject: RE: Jury Commissioner Appointment

Hi Stephanie,

Thanks for the email. Can you please let me know if Mr. Hagaman is willing to continue to serve?

Thanks again,
Anita

Anita J. Fogle, Clerk to the Board
Watauga County
814 West King Street, Suite 205
Boone, North Carolina 28607
828.265.8000 Phone
828.264.3230 Fax
Anita.Fogle@watgov.org
www.WataugaCounty.org

From: Dalton, Stephanie N. [<mailto:Stephanie.N.Dalton@nccourts.org>]
Sent: Monday, May 04, 2015 9:35 AM
To: Anita.Fogle
Subject: Jury Commissioner Appointment

Good morning Anita. Per our telephone conversation this morning this is a request to have the County Commissioners appoint a Jury Commissioner for the dates of July 1, 2015 through June 30, 2017. Please place this on the agenda for the May 19th meeting. Thank you so much for helping us with this matter.

Thanks again!

Stephanie Dalton
Assistant Clerk of Superior Court, Criminal Division
Watauga County Clerk of Superior Court
842 West King Street, Boone, NC 28607
(828) 268-6633

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AGENDA ITEM 10:

MISCELLANEOUS ADMINISTRATIVE MATTERS

E. Announcements

MANAGER'S COMMENTS:

The Trustees of Caldwell Community College & Technical Institute invites the Board of Commissioners to a meeting on Wednesday, May 20, 2015, at 6:00 P.M. at the Watauga Instructional Facility on Hwy 105 Bypass, Boone NC, in Room 112.

The Military Officers Association of America's 7th Annual Memorial Day Program will be held at Boone Mall on Monday, May 25, 2015, with the ceremony commencing at 10:30 A.M. Please see the invitation for more details.



Caldwell Community College and Technical Institute

Office of the President



April 22, 2015

Mr. Deron Geouque
Watauga County Manager
814 West King Street, Suite 205
Boone, NC 28607

Dear Mr. Geouque:

The Trustees of Caldwell Community College and Technical Institute would like to schedule a joint meeting of the College Board of Trustees and the Watauga County Commissioners on Wednesday, May 20, 2015 at 6:00 p.m. at the Watauga Instructional Facility on Hwy 105 By-pass, Room 112.

Will you please check the date and time with the Commissioners and let my assistant, Donna Church know either by e-mail: dchurch@cccti.edu or phone: 828-726-2210, if May 20, 2015 at 6:00 p.m. will accommodate the Watauga County Commissioners' schedule. Since a meal will be provided, we will need to know how many plan to attend by Wednesday, May 13.

Sincerely,

Kenneth A. Boham, Ed.D.
President

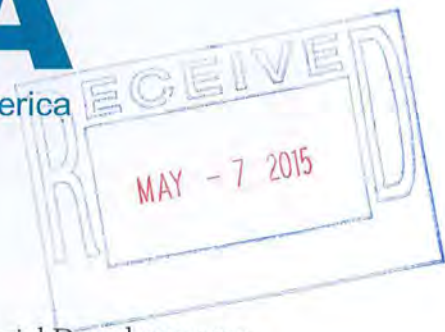
dlc

2855 Hickory Blvd., Hudson, NC 28638 • 828.726.2210
Email: kboham@cccti.edu • Fax: 828.726.2300 • www.cccti.edu

An Equal Opportunity Educator & Employer



High Country Chapter
P. O. Box 3312
Boone, NC 28607



This letter is a personal invitation to join us in our 7th annual Memorial Day observance at the Boone Mall on Monday, May 25th, 2015. The ceremony commences at 10:30 with a medley of patriotic music by the Watauga County Community Band. At 11PM, we will open with the posting of the Military Colors Followed by the playing of our National Anthem by the band. Special introductions and a Guest Speaker will follow.

This year our guest speaker is U.S. Army Colonel (Retired) Benjamin Covington.

In the past this event has drawn 400+ attendees from across the community and we expect that this year the ceremony will be as well received as it has been in the past.

This day represents a day when we should all take time to reflect on those who have made the ultimate sacrifice of giving their lives for the freedom of others. On this day we also support the families of our military personal who have lost loved ones and who have sacrificed silently over the years.

Lets Honor Them on this Day.

Please plan to attend and participate, and encourage all your members and staff to join us. Wearing of the service uniform or organizational uniform by our Veterans' organizations is encouraged. If you have any questions regarding this event, please contact me.

Sincerely,

Bob Gibbard, President
High Country Chapter, MOAA

gibbardro@appstate.edu
262-3039 (w) 434-5032 (c)



AGENDA ITEM 11:

PUBLIC COMMENT

AGENDA ITEM 12:

BREAK

AGENDA ITEM 13:

CLOSED SESSION

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