

**IREDELL COUNTY BOARD OF COMMISSIONERS
BRIEFING MINUTES
SEPTEMBER 17, 2002**

The Iredell County Board of Commissioners met in Briefing Session on Tuesday, September 17, 2002, at 5:00 p.m., in the Iredell County Government Center, 200 South Center Street, Statesville, NC.

Present: Chairman Sara Haire Tice
Vice Chairman Karen B. Ray
Tommy E. Bowles
Steve D. Johnson
R. Godfrey Williams

Staff Present: County Manager Joel Mashburn, Finance Director Susan Blumenstein, Library Director Steve Messick, Health Director Ray Rabe, Nursing Director Donna Campbell, Human Resources Director Carolyn Harris, Jail Administrator Rick Dowdle, Support Services Director Jim Vernon, Solid Waste Administrative Manager Susan Cornell, and Clerk to the Board Jean Moore.

CALL TO ORDER by Chairman Tice.

PRESENTATION AND/OR APPROVAL OF RECOMMENDATIONS FROM HUNTER HUMAN RESOURCES EXTENSION REGARDING A CLERICAL STUDY FOR POSITIONS CLASSIFIED FROM GRADE 57 THROUGH 65 IN THE IREDELL COUNTY PAY PLAN: Human Resources Director Carolyn Harris introduced Jan Hunter, of Hunter Human Resources Extension, in reference to a recent clerical pay and position classification study.

Hunter reviewed 138 positions and recommended that 16 of them be reclassified. She said four positions under the State Personnel Act/Competitive Service System (Health & Social Services employees) were recommended for upgrades; however, the State did not approve them. She also said that 21 job titles had been changed to more accurately reflect the work being done, but these did not result in salary increases.

Harris said the annual cost for the 16 upgrades would be \$21,319 and adequate funds were in the budget.

It was the consensus of the board to approve Hunter's recommendations effective October 1, 2002.

REQUESTS FROM THE SHERIFF'S DEPARTMENT: Jail Administrator Rick Dowdle explained the following requests for approval.

1. The continuation of the Multi-County Interdiction Unit/Approval of a Resolution
2. The transfer of \$3,200 from Seized Funds to be Used as the Local Match for a Local Law Enforcement Block Grant & Approval of Budget Amendment #7 (Funds from the grant [\$32,463] will be used to purchase a Digital Scanner)
3. Budget Amendment #8 for:
 - the transfer of \$12,000 from Seized Funds to Purchase a K-9 (Belgian Malinois) for the Jail
 - the transfer of \$2,500 from Commissary Funds to Equip a Vehicle for the new K-9
 - the transfer of \$2,000 from Seized Funds for the Tax and Title Fees for two Seized Vehicles
 - the transfer of \$1,248 from Commissary Funds for Training

Dowdle also gave reports about the following two items.

Exchange of a 1998 Wellcraft Boat (24' with an outboard motor) for the County's Parker Boat (inboard motor): Dowdle said Jeff Lancaster owned the Wellcraft and desired to trade it for the Parker boat. He said the Wellcraft was more conducive to the county's needs, and he recommended the exchange. (Due to the exchange requiring a ten-day legal notice, this item will be presented for approval during an upcoming meeting.)

Usage of the Former Highway 21 Prison Site: Dowdle said the jail population had risen to 250 inmates over the past weekend. He said the staff was still working with the State on a lease to house up to 92 inmates at the former prison site.

REQUEST FOR APPROVAL OF BUDGET AMENDMENT #10 FOR THE USAGE OF \$20,500 IN "WHITE GOODS" EARNINGS FOR ROAD REPAIRS AT THE SOLID WASTE DEPARTMENT: Blumenstein said the \$20,500 would be used to complete road repairs to the "white goods" area, and the work would be coordinated with the new landfill cell paving.

REQUEST FOR APPROVAL OF BUDGET AMENDMENT #11 FOR THE RECOGNITION OF ADDITIONAL REVENUE FOR THE SOCIAL SERVICES DEPARTMENT AND FOR APPROPRIATION TO THE PROGRAM LINE ITEMS: Blumenstein said \$43,083 in additional Crisis Intervention Prevention (CIP) funds had been received from the State. She also said that additional funds of \$3,590 had been received to pay the staff to distribute the CIP funds to the needy families. (The CIP funds are 100% federal money.)

REQUEST FROM THE LIBRARY FOR APPROVAL TO APPLY FOR AN EZ-LSTA DIGITALIZATION STARTER GRANT: Library Director Messick requested permission to apply for grant funds to purchase computer equipment. He said the equipment would enable the staff to scan historical documents and photographs and transfer them to digital format for Internet access. Messick said this would help to preserve the original documents. (The \$5,850 grant does not require a local match, and it will include the training costs for one staff member.)

REQUEST FROM THE HEALTH DEPARTMENT FOR APPROVAL OF PROPOSED NEW FEES FOR THE PREVENTIVE AND ALLIED HEALTH DIVISIONS: Health Director Ray Rabe said that in order to comply with Health Insurance Portability and Accountability Act (HIPAA) requirements for standardized billing codes it would be necessary, as of October 1, 2002, to incorporate the following fee changes.

New CPT Code	Old CPT Code	Service Description	Fees 2002-03	Fees Effective 10/01/02
<u>Allied Health Services</u>				
S9442	W8203	Childbirth Education	\$87	\$22 per session*
	Y2045	Refresher Childbirth Education		end date effective 09/30/02
D1330	N/A	Oral Hygiene Instruction	new 10/01/02	\$25
<u>Preventive Health</u>				
S9445	Y2525	MOW Brief	\$20	\$11 per unit**
S9445	Y2526	MOW Standard	\$55	\$11 per unit**
S9445	Y2527	MOW Extended	\$85	\$11 per unit**
T1017	W8201	MCC Initial	\$110	\$12 per unit**
T1017	W8202	MCC Subsequent	\$55	\$12 per unit**
T1017	Y2044	MCC Home Visit	\$74	\$12 per unit**
T1016	Y2155	Child Service Coordination	\$89	\$21 per unit**
	Y2155A	CSC-Face to face subsequent		and dated effective 09/30/02
99501	Y2046	Postpartum Home visit-Mom	\$60	\$60
99502	Y2047	Newborn Assessment –Infant	\$60	\$60
T1002	Y2012	TBControl and Treatment	\$89	\$20 per unit**
T1002	Y2013	STD Control & Treatment	\$80	\$20 per unit**
90471 EP	W8012	Immunization Update	\$20	\$20
99173	N/A	Vision Screening	new 10/01/02	\$24

Based on age	W8010N	Child Health-EPSDT(new)	\$90	See note below***
Based on age	W8010E	Child Health-EPSDT (est)	\$90	See note below***
Based on age	W8016	EPSDT Interperiodic	\$90	See note below***

*Each session must include 2 hours of instruction

** 1 unit = 15 minutes

***W8010N, W8010E and W8016 are replaced by the age appropriate prevention medicine codes, 99381-99385 or 99391-99395 with EP modifier.

The codes that replace Child Health visit codes with fee changes from the approved 7/1/2002 fee schedule are listed below.

99381	W8010N	New Pt. Age under 1 year	\$87	\$90
99391	W8010E	Established Pt. Age under 1 year	\$72	\$90
99392	W8010E	Established Pt. Age 1-4 years	\$76	\$90

Mr. Rabe said he felt the mandatory fee changes would have a negative impact on the department's revenue.

REQUEST FOR APPROVAL OF A FY 2002-03 ROBERT S. SEGAL, CPA PA AGREEMENT FOR THE STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP): Finance Director Blumenstein said she was seeking approval of an agreement that would allow CPA Robert Segal to continue his work in seeking federal reimbursements when criminal aliens were incarcerated at the jail. She said that during the past year, Segal's fee was twenty cents of every dollar received from SCAAP, but this would be reduced to seventeen cents in 2003.

REQUEST FOR APPROVAL OF AN INVESTMENT MANAGEMENT PROPOSAL: Blumenstein said it had become increasingly more difficult to obtain a good yield on investments. She said that recently \$1 million had been bidded out for a 180-day certificate of deposit, and the best return found was 1.7%. Mrs. Blumenstein said the North Carolina Capital Management Trust was primarily used for investments due to the absolute liquidity, but she was seeking other investment tools. She proposed that the county enter into an investment management arrangement with First Citizens Bank. Blumenstein said the benefits to the county would be (1) the staff's time working on the investments would be reduced and (2) it would be similar to having a full-time investment banker. She said the goal of the proposal would be to "maximize the county's investment yield without taking risks."

It was the consensus of the board to allow Blumenstein to enter into the investment management proposal, but to limit the amount managed by First Citizens to \$5,000,001.00.

DISCUSSION AND/OR DECISION REGARDING THE 2003 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR SCATTERED-SITE HOUSING: County Manager Mashburn said the notification letter from the State had not arrived about the \$400,000 in scattered-site housing funds. He suggested that the item be removed from the agenda and a decision be postponed until official notification was received.

REQUEST FOR APPROVAL OF AN AGREEMENT BETWEEN IREDELL COUNTY AND THE RURAL ECONOMIC DEVELOPMENT CENTER, INC., FOR A PUBLIC ACCESS GRANT IN THE AMOUNT OF \$12,000: Mashburn said that on June 18, 2002, permission was given to apply for a \$12,000 Public Access Grant. He said that when the county agreed to participate in the E-Communities Program, that Mitchell Community College had been designated as the lead agency. Mashburn said the grant had many stipulations, and he was recommending for the agreement with the Rural Economic Development Center to be contingent upon the college being able to comply with the rules and regulations.

REQUEST FROM THE GREATER STATESVILLE DEVELOPMENT CORPORATION (GSDC) FOR THE COUNTY TO APPLY FOR A COMMUNITY BLOCK DEVELOPMENT GRANT FOR ECONOMIC DEVELOPMENT: GSDC Director Jeff McKay said that recently

Millard Refrigeration was approved for an economic development incentive from the county for the purchase and development of the former Polar Cold Storage facility located off Hwy. 90. McKay said another 160 acres of land could be opened up, near Millard's site, for industrial development if the area's water needs were solved. He said a source of water could serve Millard, plus any other industries that desired to locate in the area. Mr. McKay said he had been working with EnergyUnited on the construction of a 750,000 gallon elevated storage tank. He said economic grants could be obtained from the Community Development Block Grant Office to assist in the water tank costs; however, a governing body had to be listed as the recipient. (On a pass-thru basis the funds could then be delivered to EnergyUnited.) McKay said a Memorandum of Understanding could be presented at a future meeting to clarify the responsibilities of each entity, but he needed permission to apply for the grant funds.

REQUEST FOR A DISCUSSION REGARDING THE IREDELL COUNTY GOVERNMENT CENTER-SOUTH (ICGC-S) FINANCING AND THE BIDS OPENED ON AUGUST 22, 2002: County Manager Mashburn said the board on August 28, 2002, decided to place the ICGC-S project on hold and not re-bid until the Department of Environment and Natural Resources (DENR) had made a decision on the third-floor lease. He said the bids and financing arrangements were good through mid-October.

Support Services Director Vernon said that if the commissioners chose to re-bid, there was a "strong possibility the bid amounts might increase." He said the bidders had a clear understanding of the needed work, and this was evident by the bid amounts. Vernon said the International Building Code would go into effect during 2003, and this would increase the project's cost, if delays occurred.

Finance Director Blumenstein shared a financial summary for the project. She said the Bank of America had extended the offer to provide financing at 4.69% as long as the loan was fully funded by October 17, 2002. She also said the Town of Mooresville had committed \$100,000 from court fees to the project, and that \$38,000 could be deleted from the costs due to minor design changes.

The deletion of the \$100,000 in contingency was also discussed. It was mentioned that all of these adjustments would reduce the amount of additional funding to \$36,650. (Bids were \$274,650 in excess of budget, minus the \$100,000 from the Town of Mooresville, minus the \$100,000 contingency, and minus the \$38,000 = \$36,650.)

The staff said the \$36,650 could be found from leftover funds in the finished Agricultural Resource Center project and the Hall of Justice Annex project.

Commissioner Johnson voiced concerns about the elimination of the contingency.

Vernon said a special meeting could be called if the project ran into problems.

Commissioner Ray said she recalled that in the past a discussion had occurred about approving any necessary change orders in an expeditious manner.

(The item was not placed on the consent agenda. Additional information/action may be found in the regular minutes.)

ADJOURNMENT: Chairman Tice adjourned the briefing at 6:50 p.m.

Approved: _____

Clerk to the Board