

Currituck County Board of Commissioners Agenda

Historic Currituck County Courthouse

Date: Monday, September 20, 2010 Time: 7:00 PM

- 7:00 p.m. Invocation
 Pledge of Allegiance
- Item 1 Approval of Agenda
- Item 2 Public Comment
Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.
- Item 3 **Travis Burke, Northeast District Extension Director,
introduction of new Cooperative Extension Director**
- Item 4 **Roy Wilson, Area Director, East Carolina Behavioral Health
report on Fiscal Monitoring and ECBH FY 09-10 initiatives**
- Item 5 **Discussion on process for bidding on County Public Work
Projects**
- Item 6 **Discussion on funding EMS for Lower Currituck Volunteer Fire
Department**
- Item 7 **Consideration and Action** to prohibit issuance of Development
Permits when taxes are delinquent
- Item 8 **Consideration and Action** on ordinance modifying penalties for
Code of Ordinance Violations
- Item 9 **Consent Agenda:**
 1. Report of Rural Fire Conditions - Lower Currituck VFD & Corolla
 Fire & Rescue
 2. Budget Amendments
 3. Approval of September 7, 2010, Minutes
- Item 10 Commissioner's Report
- Item 11 County Manager's Report

Item 12

Closed Session:

1. According to GS 143-318.11(5) to discuss land acquisition, Winslow Property, Moyock, NC.

Adjourn

Special Meeting

Tourism Development Authority

Budget Amendments - Occupancy Tax

Adjourn

Division of Mental Health, Developmental Disabilities & Substance Abuse Services
 Quarterly Fiscal Monitoring Report

for the period ending: July 1, 2010
 # of month in the fiscal year: 0
 (July = 1, August = 2, . . . , June = 12)

1. REPORT OF BUDGET VS. ACTUAL

ITEM	Basis of Accounting: (check one)		(1)	(2)	(3)	(4)	(5)	(6)
	Cash	Accrual						
	X							
			PRIOR YEAR		CURRENT YEAR			
			2009-2010					
			BUDGET	ACTUAL	BUDGET	ACTUAL YR-TO-DATE	BALANCE (Col. 3-4)	ANNUALIZED PERCENTAGE **
REVENUE								
Client Fees								
Medicaid - "Regular Fee-for-Service"			7,000,000	7,100,192	9,000,000	-	9,000,000	#DIV/0!
Medicaid - CAP/MRDD			600,000	552,513	800,000	-	800,000	#DIV/0!
Medicare								
Insurance				190				#DIV/0!
Other Local			359,600	209,116	250,122	-	250,122	#DIV/0!
Appropriation of Fund Balance *			1,000,000					#DIV/0!
Total Local Funds			8,959,600	7,862,011	10,050,122	-	10,050,122	#DIV/0!
County Appropriations (by county):								
Beaufort County			173,599	130,199	173,599	-	173,599	#DIV/0!
Bertie County			49,390	49,390	49,390	-	49,390	#DIV/0!
Camden County					24,056	-	24,056	
Chowan County					3,001	-	3,001	
Craven County			272,629	274,073	272,629	-	272,629	#DIV/0!
Currituck County					59,864	-	59,864	
Dare County					36,130	-	36,130	
Gates County			39,434	37,817	39,434	-	39,434	#DIV/0!
Hertford County			84,390	85,011	84,250	-	84,250	#DIV/0!
Hyde County					12,414	-	12,414	
Jones County			31,268	28,787	31,268	-	31,268	#DIV/0!
Martin County					51,962	-	51,962	
Northampton County			81,614	83,614	81,614	-	81,614	#DIV/0!
Pamlico County			39,194	34,889	33,593	-	33,593	#DIV/0!
Pasquotank County					88,760	-	88,760	
Perquimanns County					28,690	-	28,690	
Pitt County			747,050	751,090	708,000	-	708,000	#DIV/0!
Tyrrell County					8,750	-	8,750	
Washington County					29,662	-	29,662	
Total County Funds			1,518,568	1,474,870	1,817,066	-	1,817,066	#DIV/0!
Service Management Funds			5,635,408	4,820,102	7,928,798	-	7,928,798	#DIV/0!
Service Delivery Funds			23,903,368	24,169,494	31,620,607	-	31,620,607	#DIV/0!
All Other State/Federal Funds			2,703,795	2,212,917	1,780,253	-	1,780,253	#DIV/0!
Total State and Federal Funds			32,242,571	31,202,513	41,329,658	-	41,329,658	#DIV/0!
TOTAL REVENUE			42,720,739	40,539,394	53,196,846	-	53,196,846	#DIV/0!
EXPENDITURES:								
Service Management			6,042,508	5,458,349	8,258,919	0	8,258,919	#DIV/0!
Directly Provided Services								
Provider Payments			35,492,949	34,722,063	43,087,612	-	43,087,612	#DIV/0!
All Other			1,185,282	799,127	1,850,315	-	1,850,315	#DIV/0!
TOTAL EXPENDITURES			42,720,739	40,979,539	53,196,846	-	53,196,846	#DIV/0!
CHANGE IN CASH BALANCE				(440,145)				
Beginning Unrestricted Fund Balance						7,357,531		
Current Estimated Unrestricted Fund Balance and percent of budgeted expenditures			17.22%	7,357,531	#VALUE!			

* "Appropriation of Fund Balance" represents the Area Program Fund Balance that has been incorporated as part of the Approved Budget. Actual Yr-To-Date should reflect Fund Balance utilized to date and an explanation needs to be provided for the specific uses of fund.
 ** annualized Revenue percentage less than 90% and Expenditure percentages greater than 110% must be explained on the attachment and submitted with the Fiscal Monitoring Report

2. CURRENT CASH POSITION:

	(1)	(2)	(3)	(4)	(5)	Receivables net of Allowance for Uncollectible Receivables
	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	TOTAL	
Accounts Payable (Accrual Method)						
Account Receivable (Accrual Method)						

Current Cash in Bank

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3. SERVICE EXCEPTIONS: (Provided Based on System Capability)

Services authorized but not billed		
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* 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*.

Area Director	date	Area Finance Officer	date	Area Board Chair	date
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CC: County Manager for each county within the catchment area.

East Carolina Behavioral Health

ECBH Initiatives 2009 - 2010

July 2010



ACCREDITED





Administration and Financial Management

- The North Carolina Division of Mental Health, Developmental Disabilities and Substance Abuse Services asked the East Carolina Behavioral Health (ECBH) Local Management Entity (LME) Area Board to enter into a Management Contract for the 10 counties that made up the former Albemarle Mental Health Center (AMHC) LME for one year. ECBH entered into that management contract on July 1, 2009.
- ECBH hired an additional 22 employees to assist in AMHC LME functions.
- ECBH contracted with 27 AMHC providers for the provision of State funded services to the consumers across the 10 counties.
- ECBH provided approximately 110 provider connections to the Information Technology system from the AMHC area to the ECBH network to ensure authorizations, billing, and payment for services provided to the consumers were provided in a timely manner.
- ECBH Transitioned the following facilities:
 - Pasquotank - Water Street office now occupied by Mobile Crisis provider
 - Pasquotank - former LME office now shared by outpatient provider and LME
 - Dare - Adult Developmental Vocational Program (ADVP) facility in Manteo transferred to provider
 - Currituck - ADVP facility in Currituck transitioned to provider
 - Tyrrell - ADVP facility in Columbia transitioned to provider
 - Pasquotank - ADVP facility transitioned to provider
 - Chowan - ADVP facility transitioned to provider
 - Hyde - ADVP facility transitioned to Hyde County DSS
 - Dare - Former AMHC Outpatient Facility in Nags Head now occupied by provider for Outpatient/Psychiatry and Mobile Crisis.
 - Chowan - AMHC facility transitioned to provider
 - 2 storage units and 4 leased office spaces were vacated and terminated saving approximately \$172,000 per yearEfforts continue to transition all maintenance, insurance and utility expenses associated with these properties.
- Embarq costs on July 1 were approximately \$700,000 annually. ECBH has reduced these costs by an estimated \$200,000 annually at this time. Efforts and negotiations continue to be under



way to eliminate additional unnecessary cost with these expenses. Many of these expenses include long term contracts put in place by AMHC which have not expired.

- Annual copier expenses have been reduced from approximately \$104,000 to \$8,600.
- ECBH has hired a temp agency to organize and centralize all AMHC medical records.
- ECBH entered into a contract with Martin Starnes and Associates to complete the AMHC FY 08-09 audit. The audit was completed in April 2010. The same firm is now beginning work on the FY 09-10 financial audits for AMHC and ECBH. An October 2010 completion date is anticipated.
- Quarterly fiscal monitoring reports for AMHC and ECBH have been completed and distributed to all 19 counties and to DHHS within timelines.
- The ECBH/AMHC draft consolidation agreement was approved by the ECBH Area Board and sent to all AMHC counties in April 2010.
- ECBH has contacted and met with all AMHC/Tideland retirees to update them on possible group health insurance changes since the plan will terminate on June 30, 2010.
- A date of June 14, 2010, has been set for a public hearing for the dissolution of AMHC effective June 30, 2010.
- From July through December of 2009, ECBH received 72 complaints and AMHC received 33 complaints. ECBH has worked to resolve all complaints.
- ECBH received their FY 08-09 audit which had no exceptions.
- ECBH developed a new website with input from our Consumer Family Advisory Committee (CFAC) and our providers.
- ECBH continues to support and develop both the AMHC and ECBH Consumer and Family Advisory Committee. CFAC accomplishments include:
 - Reviewed and commented on the AMHC and ECBH Budgets and Consumer Benefit Plans
 - Reviewed and commented on AMHC and ECBH Budget Reduction Plans
 - A Relational Agreement was developed and signed between the AMHC CFAC, the Division of Mental Health, and the ECBH CFAC.

- AMHC CFAC received monthly updates on status of service divesture and development.
 - Identified gaps in services and made recommendations in service array monthly
 - AMHC CFAC participated in Gaps and Needs Assessment Focus Groups with ECBH and the Behavioral Healthcare Resource Group from UNC School of Social Work.
 - ECBH CFAC held a Meet and Greet with AMHC CFAC in January 2010.
 - ECBH and AMHC CFACs began meeting jointly in March 2010. They developed a new Relational Agreement and By-laws and will officially be joint July 1, 2010.
- ECBH received an Award for Excellence from the North Carolina Council of Community Programs for the Second Mile Peer Support project at Cherry Hospital.
 - Through the use of county funds, ECBH contracted with Pitt County Sheriff's department to provide Community Intervention Training (CIT) to law enforcement officers in the ECBH and AMHC area. Two 16-hour trainings were conducted for telecommunicators/dispatchers in December 2009, and a 40-hour training was conducted in Pitt County, January 11-15, 2010, for law enforcement officers. Throughout this year we have expanded our training and technical assistance capabilities and are working with counties to develop and sustain CIT programs in eastern North Carolina counties where the Sheriff and Chief have endorsed the program. In partnership with the East Carolina Behavioral Health LME, Pitt Community College Basic Law Enforcement Training (BLET) training program, Pitt County National Alliance on Mental Illness (NAMI), Greenville Police Department, and the Pitt County Sheriff's Office, our program is providing the foundation and tools required for a successful program throughout North Carolina. In addition, we are expanding from a pre-booking jail diversion program. By offering an 8-hour CIT overview training to the Pitt County Detention Center Sergeants, we want to reduce recidivism, identify community resources, and create an awareness of individuals with mental health struggles and intellectual/developmental disabilities to the individuals that work in the detention center. Pitt County Detention Center Sergeants received an 8-hour CIT overview training in May, 2010, and some will be taking the full 40-hour training June 21 - 26, 2010.

CIT was expanded to Pasquotank County in March 2010. After several State-certified training officers from Pasquotank went through the January CIT training in Pitt County, we worked to initiate a 40-hour law enforcement training through College of The Albemarle in Elizabeth City, during the week of March 8 - 12, 2010. NAMI, Pasquotank Sheriff's Office, Elizabeth City Police Department, and several local providers rallied together and worked collaboratively to implement the program within several months. In Pasquotank County, registration and training is offered through The College of the Albemarle Corporate and Continuing Education Office in Elizabeth City. The second 40-hour training is scheduled to begin July 26, 2010. To date, officers from Camden, Pasquotank, and Dare counties have pre-registered for the training. Efforts are now underway to develop training in other areas served by East Carolina Behavioral Health. Partners are being identified and law enforcement agency commitment to the program is being



confirmed. It is our goal to have a 40-hour CIT training in Dare County and Craven County during fiscal year 2010 - 2011. Training and technical assistance continues to be provided upon request to localities throughout eastern North Carolina to help counties develop and sustain their own CIT programs.

In Eastern North Carolina, the lives of countless individuals requiring assistance from specially-trained criminal justice professionals have been touched by the 206 CIT Certified Officers and 49 dispatchers trained through our program.

Following is a chart showing the number of officers and dispatchers certified in CIT to date through the ECBH Grant.

Law Enforcement Agency	Date of Training	# Certified (40-Hr.)	# Certified Dispatchers (16-Hr.)	County	Officers Certified by County	Dispatchers Certified by County
Ayden PD	12/1/2009		3	Pitt		
Ayden PD	12/8/2009		1	Pitt		4
Beaufort County Sheriff's Department	6/12/2009	1		Beaufort	1	
Cary PD	12/1/2009		1	Wake		1
Currituck Community	12/1/2009		1	Currituck		1
Dare County Sheriff's Office	6/25/2010	2		Dare	2	
East Carolina University PD	1/16/2009	4		Pitt		
East Carolina University PD	12/1/2009		3	Pitt		
East Carolina University PD	12/8/2009		7	Pitt		10
East Carolina University PD	1/15/2010	6		Pitt		
East Carolina University PD	6/25/2010	4			14	
Elizabeth City	1/15/2010	1		Pasquotank		
Elizabeth City	3/12/2010	7		Pasquotank	8	
Greenville PD	6/12/2009	5		Pitt		
Greenville PD	12/1/2009		4	Pitt		
Greenville PD	12/8/2009		4	Pitt		8
Greenville PD	1/15/2010	2		Pitt		
Greenville PD	6/25/2010	2		Pitt	9	
Havelock PD	6/25/2010	4		Craven	4	
North Carolina SBI	1/15/2010	1		Regional	1	
Pasquotank Co.	1/15/2010	2		Pasquotank		



Sheriff's Office						
Pasquotank Co. Sheriff's Office	3/12/2010	4		Pasquotank	6	
Pitt County Memorial Hospital	12/1/2009		1	Pitt		
Pitt County Memorial Hospital	12/8/2009		1	Pitt		2
Pitt County Sheriff's Department	6/12/2009	6		Pitt		
Pitt County Sheriff's Department	12/8/2009		4	Pitt		4
Pitt County Sheriff's Department	6/25/2010	17			23	
Tyrrell County Sheriff's Office	12/8/2009		2	Tyrrell		2
Woodland PD	3/12/2010	2		Northampton	2	
TOTAL CERTIFIED		70	32		70	32

- In accordance with the ECBH Local Business Plan, Provider Relations component, the LME performed provider endorsement activities in accordance with the policies, processes, and timeframes outlined in the DHHS Provider Endorsement policy. Endorsement Policy and Procedure states that providers must be endorsed by an LME in order to enroll with the Division of Medical Assistance (DMA) as a Medicaid Provider of an Enhanced Benefit service or services. Endorsement is a verification and quality assurance process using statewide criteria and procedures based on the NC Commission on Mental Health, Developmental Disability, and Substance Abuse Services Rules for Requirements for Endorsement of Providers of Medicaid Reimbursable MH/DD/SA Services. The graph below outlines the specific details of LME endorsement activities.

INVOLUNTARY WITHDRAWALS

	CST Service(s)	IIH Service(s)	D/A Service(s)	SAIOP Service(s)	Mobile Crisis Team Service(s)	MST Service(s)	PSR Service(s)	Residential III Service(s)	CAP-MR/DD Waiver Service(s)	CS Child / Adult Service(s)	Other	TOTAL WDRWLS
AMHC TOTALS	13	13	11	0	2	1	1	0	0	9	0	50
ECBH TOTALS	7	3	3	1	0	0	1	8	2	9	1	35

DENIED APPLICATIONS

	CST Service(s)	IIH Service(s)	D/A Service(s)	SAIOP Service(s)	Mobile Crisis Team Service(s)	Day Tx Service(s)	PSR	SACOT Service(s)	CAP-MR/DD Waiver Service(s)	ACTT Service(s)	Other	TOTAL DENIALS



AMHC TOTALS	6	7	0	1	0	4	2	0	4	0	0	24
ECBH TOTALS	33	26	3	6	1	15	2	4	2	2	0	94

ENDORSEMENTS												
	CST Service(s)	IIH Service(s)	D/A Service(s)	SAIOP Service(s)	Mobile Crisis Team Service(s)	Day Tx Service(s)	PSR	SACOT Service(s)	CAP-MR/DD Waiver Service(s)	ACTT Service(s)	Other	TOTAL ENDORSED
AMHC TOTALS	3	3									2(MST)	8
ECBH TOTALS	8	11	5	4	1	7	1	1	4	1	1(ACTT) 1(Partial)	45

Crisis Services for MH/DD/SA

- ECBH has developed a no wrong door provider network and rapid access service provider system. Most Crisis, Outpatient, and Substance Abuse services in the ECBH area do not require prior authorization for uninsured or indigent individuals.
- ECBH collaborated with the North Carolina Attorney General’s Office to provide training for providers on the Involuntary Mental Health Commitments on July 1, 2009.
- Mobile Crisis - Mobile Crisis is operating in all 19 counties to improve crisis response and alternatives to hospitalization when possible. Mobile Crisis has responded to 360 calls in the ECBH and AMHC area from July 1, 2009, through March 31, 2010. The following is a breakdown by county:

County	Number of Consumers Served
Beaufort	170
Bertie	27
Camden	10
Chowan	24

Craven	84
Currituck	47
Dare	98
Gates	8
Hertford	31
Hyde	11
Jones	16
Martin	13
Northampton	17
Pamlico	42
Pasquotank	110
Perquimans	23
Pitt	288
Tyrrell	4
Washington	20

- ECBH works with local emergency rooms on placements for individuals in Cherry Hospital. From July 1, 2009, to March 31, 2010, 141 people have been hospitalized at Cherry Hospital in Goldsboro. The following is a breakdown by county:

County	Number of Consumers Served
Beaufort	14
Bertie	9
Camden	2

Chowan	6
Craven	18
Currituck	9
Dare	12
Gates	1
Hertford	3
Hyde	0
Jones	3
Martin	10
Northampton	9
Pamlico	3
Pasquotank	11
Perquimans	2
Pitt	18
Tyrrell	3
Washington	8

- ECBH has developed additional capacity in Ahoskie, Greenville, and Beaufort County for Facility Based Crisis and Detox services for clients who can be diverted from hospitalization. ECBH partners with Port Human Services and Beaufort County Medical Center to provide this capacity to the communities. These facilities are closer than other state operated facilities. From July 1, 2009, through March 31, 2010, 406 people were served in one of these alternate sites. The average length of stay is 7 days. The following is a breakdown by county:

County	PORT Ahoskie	PORT Greenville	BCMC - Ray Silverthorne
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Beaufort	1	11	41
Bertie	11	1	0
Camden	1	0	1
Chowan	0	1	2
Craven	20	38	8
Currituck	4	3	1
Dare	17	18	8
Gates	4	2	0
Hertford	15	2	1
Hyde	0	1	1
Jones	0	0	0
Martin	2	6	5
Northampton	5	1	0
Pamlico	0	8	1
Pasquotank	8	3	2
Perquimans	0	1	1
Pitt	12	110	18
Tyrrell	1	2	1
Washington	2	1	2

- ECBH works with local emergency rooms on placements for individuals with Medicaid at private hospitals in order to divert from state hospitals. From July 1, 2009, to March 31, 2010, 420 people have been hospitalized at other psychiatric hospitals in North Carolina. These individuals include both voluntary and involuntary hospitalizations and individuals who have Medicaid

County of origin in the ECBH/AMHC area but no longer reside within the 19 county area. The following is a breakdown by county:

County	Number of Consumers Served
Beaufort	35
Bertie	16
Camden	7
Chowan	27
Craven	44
Currituck	16
Dare	23
Gates	2
Hertford	20
Hyde	8
Jones	4
Martin	26
Northampton	9
Pamlico	4
Pasquotank	41
Perquimans	13
Pitt	106
Tyrrell	6
Washington	13

- ECBH works with local hospitals and providers on placements for individuals in the Walter B. Jones state operated Alcohol and Drug Addiction Treatment Center (ADATC). Since July 1, 2009, 800 people have been admitted at Walter B. Jones for substance abuse treatment. The following is a breakdown by county:

County	Number of Consumers Served
Beaufort	68
Bertie	10
Camden	4
Chowan	11
Craven	104
Currituck	15
Dare	71
Gates	5
Hertford	21
Hyde	6
Jones	6
Martin	24
Northampton	10
Pamlico	16
Pasquotank	33
Perquimans	2
Pitt	386
Tyrrell	2

Washington	6
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- ECBH developed a partnership with Beaufort County Medical Center and Northside at Roanoke Chowan Hospital to provide indigent psychiatric beds for people who need hospitalization. This is in an effort to decrease the wait times at local hospitals. This will also help with serving people locally instead of sending them to Cherry Hospital in Goldsboro. None of the hospitals located in the 10 counties of AMHC have psychiatric beds. We have served 249 consumers in these settings from July 1, 2009, through March 31, 2010. The following is a breakdown by county:

County	Northside	Beaufort County Medical Center
Beaufort	5	17
Bertie	15	4
Camden	1	1
Chowan	7	9
Craven	3	12
Currituck	5	5
Dare	10	11
Gates	1	0
Hertford	19	1
Hyde	1	1
Jones	1	0
Martin	7	8
Northampton	23	0
Pamlico	0	1

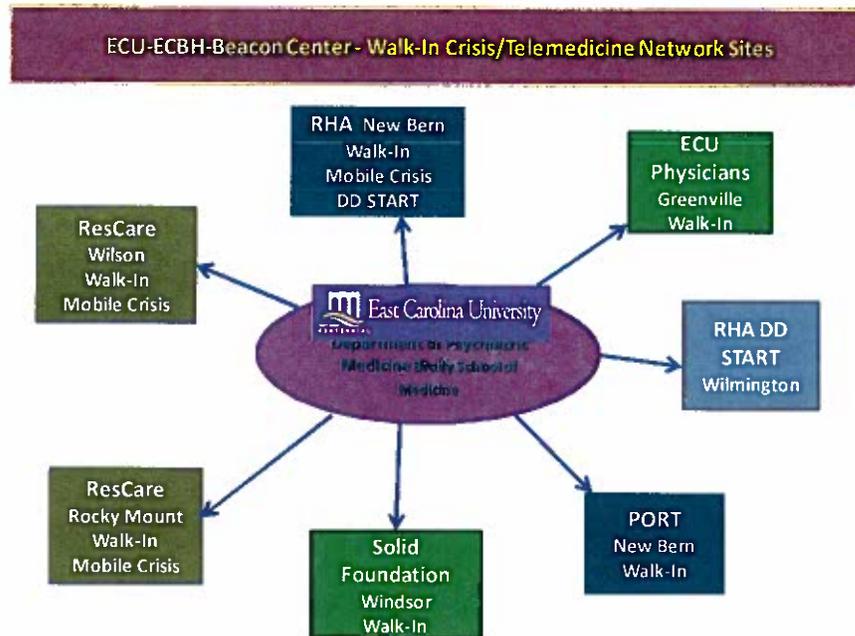
Pasquotank	24	11
Perquimans	5	3
Pitt	16	8
Tyrrell	1	2
Washington	4	7

- Emergency Room Diversion Project** - In partnership with the Albemarle Foundation and University Health Systems, we are seeking funding from the Duke Foundation to develop a strategic plan and implement a mental health and substance abuse diversion plan for region wide hospital emergency departments in eastern and northeastern North Carolina. The proposed initiative is the result of high emergency room admits related to mental health and substance abuse issues and extended wait times, ranging from long hours to multiple days. The pilot project goal will be to improve Mental Health and Substance Abuse services through an interactive tele-psychiatry model which leverages resources of the LME, University Health Systems and the East Carolina University (ECU) School of Psychiatric Medicine. Grant applications were submitted to the Duke Foundation and North Carolina Health and Wellness Trust Fund in June 2010.
- Respite Services** - ECBH has identified several providers to deliver Respite services to give caregivers a break or to divert people in crisis away from the hospitals. From July 1, 2009, through March 31, 2010, 3259 hours of respite have been provided. The following is a breakdown by county:

County	Number of hours provided
Beaufort	196
Bertie	0
Camden	0
Chowan	0
Craven	1256

Currituck	3
Dare	0
Gates	8
Hertford	0
Hyde	0
Jones	7
Martin	0
Northampton	0
Pamlico	164
Pasquotank	8
Perquimans	0
Pitt	1852
Tyrrell	0
Washington	0

- ECU/ECBH/Beacon Center Walk-In Crisis Tele-Medicine Network - The partnership with ECU, ECBH, and the Beacon Center to develop a network of walk-in and tele-psychiatric clinics became fully operational in October 2009. The network is providing both face-to-face psychiatric services and virtual services via tele-psychiatry in 6 clinics across 2 LMEs and 13 counties. The network is staffed by 3 devoted psychiatrists who work in both the rural clinics, as well as the tele-psychiatry hub at the Department of Psychiatric Medicine, Brody School of Medicine at ECU in Greenville. Services are provided in the following locations:



Access to Services for MH/DD/SA

- STR - ECBH answered 20,322 total calls in the Cisco phone queue from July 1, 2009, through March 31, 2010, which resulted in 2713 Screening Triage Referrals (STRs) for the AMHC area, of which 289 were urgent, 329 were emergent, and 1965 were routine. For the ECBH area, there was a total of 3465 Screening Triage Referrals (STRs), of which 540 were urgent, 372 were emergent, and 2445 were routine.
- Halfway House - ECBH has added one halfway house to the Substance Abuse continuum for consumers. This Halfway House is in Craven County and is operated by Port Human Services. It is available to serve up to 6 individuals who meet the eligibility criteria.
- Second Mile - Through the use of county funds, ECBH has included AMHC in the "Second Mile" initiative with Cherry Hospital in order to engage people who are inpatient at Cherry Hospital and to support them as they return to their communities. This initiative blends Recovery Services with the traditional treatment array to improve the overall outcomes for people who experience mental health struggles, addiction struggles, and/or intellectual/developmental disabilities and have been hospitalized in state facilities. ECBH has served 2 consumers from

Chowan County and 1 consumer from Pasquotank in this initiative. Participation is voluntary for consumers.

- **Psychiatric Services** - ECBH completed divestiture of AMHC for all services previously provided directly by AMHC staff. ECBH has contracted with Tideland Psychiatric, a practice under Beaufort County Mental Health operated by Beaufort County Medical Center, ResCare HomeCare (formerly known as CNC Access) and Port Human Services to develop the capacity to provide outpatient and psychiatric services for all counties in a fiscally responsible and consumer responsive way. The following table is based on services delivered from July 1, 2009, through March 31, 2010.

County	Provider	Number of Days Available	Visits
Camden	Port Human Services	Consumers access Elizabeth City office	587
Chowan	ResCare	1 Day per week	1736
	Port Human Services	Consumers access Hertford office	
Currituck	Port Human Services	Consumers Access Elizabeth City office	1503
	ResCare	Consumers access Nags Head office	
Dare	ResCare	2 Days per week; in process of adding 2 additional days	3272
Hyde	Tideland Psychiatric	1 Day per week - Mainland 1 Day per month - Ocracoke	602
Martin	Tideland Psychiatric	5 Days per week	5179
Pasquotank	Port Human Services	5 Days per week	3629
	ResCare	1 ½ Days per week	
Perquimans	Port Human Services	2 Days per week	1108

Tyrrell	Tideland Psychiatric	1 Day per week	426
Washington	Tideland Psychiatric	4 Days per week	2082

- Child and Family Team – Bertie, Martin, and Pamlico County schools have an assigned full time clinician to support access to services for MH/DD/SAS through a Governor’s Initiative state funded grant. Currently this Initiative is supporting 105 children in Bertie County, 292 children in Martin County, and 95 children in Pamlico County.
- System of Care - The System of Care Coordinators attended Child and Family Team (CFT) meetings to support children and families with mental health issues. The number of CFT meetings attended in each county is as follows:
 - Beaufort and Pitt – 154
 - Bertie – 69
 - Camden, Currituck, and Pasquotank – 80
 - Chowan, Perquimans, and Washington – 54
 - Craven and Jones – 143
 - Dare, Hyde, and Tyrrell – 67
 - Gates, Hertford, and Northampton – 142
 - Martin – 60
 - Pamlico – 148
- Technical Assistance - ECBH staff provided technical assistance to providers in the following counties who serve children:
 - Beaufort and Pitt– 70 providers received consultation
 - Bertie – 27 providers received consultation
 - Camden, Currituck, and Pasquotank – 32 providers received consultation
 - Chowan, Perquimans, and Washington – 39 providers received consultation
 - Craven and Jones – 128 providers received consultation
 - Dare, Hyde, and Tyrrell – 28 providers received consultation
 - Gates, Hertford, and Northampton – 40 providers received consultation
 - Martin – 46 provider agencies received consultation
 - Pamlico – 51 providers received consultation
- Housing - ECBH hired one full time Housing Coordinator for the AMHC area.



- **Homeless Prevention and Rapid Re-Housing Program (HPRP)** - ECBH received a federal stimulus grant for \$2,100,000 for a 3 year period. This funding will serve people in 15 of ECBH's 19 counties including: Beaufort, Camden, Chowan, Craven, Currituck, Dare, Gates, Hyde, Jones, Martin, Pamlico, Pasquotank, Perquimans, Tyrrell, and Washington. ECBH has hired 6 case managers to assist with securing sustainable housing for individuals and families who meet program criteria. HPRP has provided assistance to 39 households in the ECBH catchment area to date.
- **Shelter plus Care (S+C)** - ECBH is the grantee of the Shelter plus Care program. This is a United States Department of Housing and Urban Development (HUD) funded program that provides rental assistance (Shelter) to persons with disabilities who are experiencing homelessness as defined by HUD. The Care portion of the program is not funded by HUD, but through mainstream funding sources such as Medicaid. ECBH contracts the direct administration of the grant to PORT Human Services. S+C currently provides housing to 111 people living in 54 households.
- **NC START** - ECBH was awarded the allocation to manage the North Carolina Systemic, Therapeutic Assessment, Respite and Treatment program (NC START) for the entire eastern region of North Carolina. The NC Start Model provides prevention and intervention to individuals with developmental disabilities and complex behavioral needs through crisis response, training, consultation and respite. RHA Health Services, Inc., operates NC START East and from July 1, 2009, through March 31, 2010, provided services to the following number of individuals from the following counties:

County	Individuals Served NC START Team	Respite	Non-Crisis Service, Supports, Training and Education Events
Beaufort	3	1	33
Bertie	0	0	14
Camden	1	0	21.5
Chowan	1	0	4.5
Craven	8	3	110
Currituck	0	0	4.5

Dare	0	0	4.5
Gates	0	0	9
Hertford	2	0	18
Hyde	0	0	4.5
Jones	0	0	9
Martin	0	0	4.5
Northampton	1	0	20
Pamlico	1	0	41
Pasquotank	2	0	27
Perquimans	0	0	4.5
Pitt	8	3	152
Tyrrell	0	0	4.5
Washington	1	0	4.5

- TASC - ECBH manages the Treatment Accountability of Safer Communities (TASC) for the entire eastern region of North Carolina. The North Carolina TASC Network provides an objective and effective bridge between two separate institutions: justice and treatment. The justice system's legal sanctions reflect the community's concern for public safety, while the treatment community emphasizes therapeutic relationships as a means for changing behavior and reducing the personal suffering associated with substance abuse and mental health struggles. Under TASC supervision, community-based treatment is accessed for drug-involved offenders and offenders with mental health struggles who would otherwise burden the justice system with their persistent and associated criminality. Coastal Horizons operates the Eastern TASC Network and from July 1, 2009, through March 31, 2010, provided services to the following number of individuals from the following counties:

County	Number of Consumers Served
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Beaufort	310
Bertie	99
Camden	9
Chowan	69
Craven	375
Currituck	30
Dare	99
Gates	43
Hertford	75
Hyde	21
Jones	24
Martin	130
Northampton	61
Pamlico	63
Pasquotank	74
Perquimans	25
Pitt	371
Tyrrell	30
Washington	21

- GAST - ECBH recognized the need to “increase the ability of older adults with mental illness to live successfully in the community” and authorized the development of twenty Geriatric and Adult Specialty Teams (GAST) state-wide. The ECBH team is contracted through Therapeutic Alternatives and consists of two Registered Nurses (one is team leader), two Master prepared

Qualified Professionals (QPs), one Master prepared licensed therapist, and one Bachelor prepared QP.

The main objective of the teams is to provide education, training, and technical assistance for supervisors and direct care staff of adult care/ assisted living facilities, family care homes, and skilled nursing homes. The training equips staff in these homes to recognize the symptoms and understand effective management of mental illness, thereby enabling them to provide greater stability and an improved quality of life to adults with mental illness living in long term care.

The trainings provided by GAST staff are free of charge to facilities and community agencies. Continuing Education Units (CEUs) are provided. These CEUs assist staff in receiving required continuing education needed to maintain their certification or licensure in their field of expertise.

Following are samples of training topics provided by GAST staff: Bipolar Disorder, Schizophrenia, Depression, Personality Disorders, Symptoms of Mental Illness, Dementia and Alzheimer’s Disease, Strengths-Focused Approaches, Psychotropic Medication Management, and Alternatives to Restraints. The following chart is a breakdown of the number of staff that have participated in trainings by county:

County	Number of staff that have participated in trainings
Beaufort	347
Bertie	183
Craven	1697
Hertford	670
Jones	48
Northampton	663
Pitt	1410

- Through the use of county funds, ECBH contracts with **Recovery Innovations of North Carolina** to operate mental health recovery services through the Wellness City model of Recovery



Education enhanced with Peer Support. These services are delivered by persons with lived experience in recovery and are designed to instill hope, a sense of personal empowerment and belief that recovery is possible for everyone. Recovery Innovations operates Wellness City centers in Greenville and New Bern and is piloting an outreach program to deliver Wellness Recovery Action Plan (WRAP) classes to all 19 counties. From July 2009 through June 2010, 568 persons were served in these programs, including 204 people served with WRAP classes in rural community settings. In April 2010, the Wellness City of New Bern moved into its remodeled location at 1311 Health Drive, a move that will save money and allow more dollars to be spent on services. Finally, on June 10, 2010, Recovery Innovations of North Carolina, sponsored by East Carolina Behavioral Health and Eastern AHEC, brought the “Rally Round Recovery” event to Kitty Hawk, NC. This hope-filled event, which was attended by 154 professionals, family members, and persons in recovery, brought the message that “Recovery is Real” into counties previously associated with Albemarle Mental Health.

- ADVP Transition - ECBH completed the transition of Adult Vocational Developmental Programs (ADVPs) from AMHC to Monarch and Hyde County DSS to continue to meet the needs of adults with developmental disabilities.
- ECBH clinical staff assisted providers to transition 3049 consumers from Community Support Service to other appropriate services. NC Medicaid has eliminated the Community Support service.
- ECBH System of Care staff have assisted providers to transition 193 consumers from Level III and IV group homes. NC Medicaid is eliminating the Residential Treatment Level III and IV homes from the state Medicaid plan.
- Through the use of Mental Health Trust Funds, ECBH opened apartments in Greenville and New Bern, operated by Monarch services, to meet the housing needs of adults with Developmental Disabilities. These apartments have the capacity to meet the needs of up to sixteen individuals.
- ECBH is currently in negotiations with The Arc of NC to complete funding to fill service gaps. The proposal scope covers a project that provides flexible funding, purchases advocacy services, and assistance with developing resources to support deinstitutionalization.
- ECBH has held twelve Provider Forums for provider agencies in the AMHC area.

Quality Management

- ECBH continues to implement and monitor the identified quality improvement projects for AMHC and ECBH. Each project has an identified goal and timeframes for meeting that goal. The identified projects are:
 - Increasing provider compliance with incident reporting.
 - Status: ECBH has provided multiple trainings on incident reporting to providers of ECBH and AMHC. This project continues for both ECBH and AMHC.
 - Decreasing the number of administrative denials of service authorization requests.
 - Status: There has not been a significant reduction in administrative denials for ECBH or AMHC. This project continues for both ECBH and AMHC.
 - Increasing compliance with the timeframes for processing service authorization requests.
 - Status: ECBH has completed this project by meeting compliance with timeframes for 12 months and establishing the goal. This project continues for AMHC.
 - Increasing the number of referrals made during the initial consumer call.
 - Status: ECBH/AMHC has established a goal of outbound calls being 10% or less. This project continues for both ECBH and AMHC.
 - Increasing the number of consumers being seen for a first appointment within the required 48 hours for urgent care.
 - Status: ECBH/AMHC has a goal of meeting the timelines standard for urgent care in 85% of the cases. This project will continue until the 85% standard has been met for 12 consecutive months.
- ECBH has established performance indicators that have been reviewed on a regular basis by the ECBH/AMHC Quality Improvement Committee. These indicators include, but are not limited to: telephone statistics, timeliness of UM decisions, appeals, and appointments.



- ECBH has established a Risk Development Plan for ECBH and AMHC that identifies potential risks for the organization. A work plan was also developed to address the potential risks for ECBH and AMHC. For example, a potential risk for the organization might have been the impact of state budget reductions. To mitigate risks in this area, ECBH has managed the Benefit Plan with the least impact possible on consumers. Feedback was obtained from staff and CFAC concerning budget reductions. ECBH was proactive with county commissioners in letting them know about reductions. Email alerts were sent to providers as needed and the Benefit Plan and Authorization Guidelines were posted on the ECBH website. ECBH will continue to communicate with all stakeholders regarding the impact of budget reductions and will advocate at the State level for consumers.
- ECBH developed a new policy and procedure manual in order to meet compliance with URAC standards. All ECBH employees were trained on the new policies and procedures.
-  ECBH obtained national accreditation from URAC for Health Network, Health Utilization Management, and Health Call Center. This is a three year accreditation. The Albemarle area will be incorporated into this accreditation upon a merger.
- ECBH has developed and implemented a Quality Improvement Plan for the AMHC area that identifies objectives and goals for each of the major LME functions.
- ECBH has established a Quality Improvement (QI) Committee for AMHC that includes representatives of the AMHC CFAC. The AMHC QI Committee has been meeting with the ECBH QI Committee during the 09-10 year, however; separate minutes have been kept. Beginning July 1, 2010, they will become a joint committee.
- ECBH has established a Corporate Compliance Committee for AMHC that meets on a quarterly basis. This committee has been meeting quarterly during the 09-10 year with the Corporate Compliance Committee for ECBH, however; separate minutes have been kept. Beginning July 1, 2010, they will become a joint committee.

Community Collaboration and Consultation for MH/DD/SA

- Substance Abuse Coalitions - ECBH is participating in the Regional and local Substance Abuse Coalitions in all counties that have coalitions.



- ECBH, in partnership with Behavioral Health Resource Program from UNC Chapel Hill School of Social Work, completed a gap and needs analysis of the AMHC area to identify service gaps and possible solutions in those ten counties.
- ECBH applied for a SAMHSA grant to develop a Recovery Oriented System of Care grant for the treatment of Substance Abuse and Addictions in the AMHC counties.
- ECBH, in partnership with Recovery Innovations of North Carolina, Inc., hosted a Recovery Event in June, 2010, in Dare County which was free and open to the public. Approximately 154 people participated in this one day event.
- ECBH hosted a Spring Training Event with Keynote speaker Leza Wainwright on May 19, 2010, at the Bob Martin Agricultural Center in Williamston, NC. This training was to educate the community on State policy changes that improve quality of care for people in eastern North Carolina and identify creative strategies and approaches to service delivery that enhance wellness and recovery. The conference was attended by 300+ individuals including consumers, family members, community agency partners, provider agencies, independent practitioners, elected officials, law enforcement, Consumer and Family Advocacy Committee representatives, and LME staff.
- ECBH is partnering with the Albemarle Foundation and the Kate B. Reynolds Foundation, to expand access to psychiatric services in the AMHC area by recruiting a psychiatrist to work in the Community Care Clinics in Tyner and Elizabeth City one day each per week and to work with PORT Human Services 3 days per week, to serve individuals from Camden, Chowan, Perquimans, Pasquotank, and Currituck counties.
- ECBH, in partnership with Monarch, is working with a group of families in Dare County who have developed a community based integrative program for adolescents and adults with intellectual/developmental disabilities.
- ECBH partnered with Craven County's Exceptional Children's Program Transition Coordinator to provide in-service training to the Exceptional Children's Program staff regarding transitions from school to work for individuals with intellectual/developmental disabilities.
- ECBH partnered with the Hyde County Health Department in conjunction with the Senior Citizens Center and participated in a Health Fair by sharing information regarding mental health for seniors, e.g., depression symptoms, where to get care, when to seek care, etc.

- ECBH hosted 2 Public Forums to help us determine the best use of our limited service dollars and 4 Town Hall meetings to give an update on the Needs and Gaps Analysis for the AMHC area and to allow participants to make recommendations for future development.
- System of Care staff collaborate extensively at the local level through participation in the following:
 - Beaufort/Pitt: Juvenile Crime Prevention Council for both Pitt and Beaufort counties, Martin/Pitt and Beaufort/Hyde Partnership for children, Beaufort County Teen Court, Pitt County Substance Abuse Coalition, and Child Fatality Prevention Teams for both Pitt and Beaufort Counties.
 - Bertie: Juvenile Crime Prevention Council, School Health Advisory Council, Child Fatality and Child Protection Team meetings, and Local Interagency Coordination Council.
 - Camden/Currituck/Pasquotank: Juvenile Crime Prevention Council in all three counties, Department of Social Services Permanency Planning, Local Interagency Coordination Council for Smart Start, Child Fatality Team, Child Protection Team in all three counties, Department of Juvenile Justice and Delinquency Prevention staff meetings, Department of Juvenile Justice and Delinquency Prevention and LME Partnership meetings, Court Improvement - Family Planning conferences, and More at Four.
 - Chowan/Perquimans/Washington: Juvenile Crime Prevention Council Child Fatality Team, Child Protection Team, Department of Social Services Permanency Planning, Mobile Crisis Treatment Accountability of Safer Communities meetings in all three counties, Judicial Attendance Council in Chowan and Perquimans Counties, Substance Abuse Coalition in Washington County, Department of Juvenile Justice and Delinquency Prevention and LME Partnership meetings, and assisted with the delivery of Crisis Intervention Training for law enforcement officers.
 - Craven/Jones: Craven and Jones Local Interagency Coordination Councils, Craven and Jones Juvenile Crime Prevention Councils, Craven and Jones Community Child Protection Team, Child Fatality Prevention Team, Department of Social Services Permanency Planning, Craven and Jones School Health Advisory Councils, Craven State of the Child, Jones Healthy Carolinians, Craven Smart Start Board of Directors, Coastal Coalition for Substance Abuse Prevention – Board of Directors, Craven Task Force, Jones Task Force, and Craven County State of the Child Conference.
 - Dare/Hyde/Tyrrell: Juvenile Crime Prevention Council and Department of Social Services Permanency Planning were attended in all three counties, Child Protection Team and Child Fatality Team meetings in Tyrrell County, Exceptional Children’s Advisory Committee in Dare County, assisted with Crisis Intervention Training, and Board member for Hyde County Children's Center.

- Gates/ Hertford/ Northampton: Juvenile Crime Prevention Council, Preconception Coalition, Child Fatality and Child Protections Teams, Department of Social Services Permanency Planning, Domestic Violence Task Force Executive Committee and Task Force, Domestic Violence Coordinated Community Response Team, School Health Advisory Council, Healthy Carolinians, Teen Pregnancy Prevention Task Force, Communities for a Better Tomorrow, Communities in Schools of the Northeast, Gates County Local Interagency Coordination Council, Hertford/Northampton Head Start/ Early Head Start Board, Regional Sex Offender Treatment of the East, and Gates Juvenile (school) Attendance Council .
 - Martin: Regional Child and Family Support Team Initiative meetings with Martin County Schools, Child and Family Support Team Initiative Audit by State Staff, Juvenile Crime Prevention Council, Department of Juvenile Justice and Delinquency Prevention and LME Partnership meetings, Community Child Protection Team, Child Fatality Prevention Team, Martin County Friends of Families - Family Support Advisory Board meetings, Martin County Interagency, Martin County Multidisciplinary Team, and participated in a Juvenile Crime Prevention Council audit of a program they fund.
 - Pamlico: Chair Juvenile Crime Prevention Council, Chair Pamlico County SA Task Force, Board Member of Coastal Coalition for Substance Abuse Prevention Board, Community Child Protection Team, Child Fatality Prevention Team, School Health Advisory Committee, Child and Family Support Team staff meetings, and Board of Education staff meetings and committees.
- In the AMHC area, System of Care (SOC) Coordinators from ECBH were able to create or revive a Community Collaborative in each of the 10 counties to help children with psychiatric struggles and/or issues with substance abuse. Community Collaboratives are teams bringing together our partners such as Departments of Social Services, Juvenile Justice, and the schools, with families and the faith community, provider agencies and other natural resources in the local area. The Collaborative that meets monthly in each county works to ensure that a broad, flexible array of community-based services and supports are available to address complex physical, emotional, behavioral, social, educational, and/or safety needs for youth in their community. The Collaborative identifies service/support gaps and explores how to fill these gaps. This year ECBH was able to provide funding to each of the ten Collaboratives to fill identified gaps/needs. Upon recommendations from the Collaboratives, local needs for each area were funded. The following partial list includes these evidenced based prevention programs:
 - In Washington County funding went to A Guiding Hand: Grandparents as Parents, to provide support for grandparents who are raising grandchildren who are at risk for substance abuse.



- In Tyrrell and Washington Counties funding went to Incredible Years Basic School Aged Parent Training Program.
- In several counties, including Chowan and Perquimans, funding was directed toward Kid’s First, a nationally accredited children’s advocacy center for youth who have been abused or neglected. This center is trained in the evidenced based therapy, Trauma Focused and Parent Child Interaction Therapy.
- In Currituck County funding was directed towards Too Good for Drugs to provide a workshop on the effects of domestic violence on children, and towards 4H scholarships and training curriculum for youth to attend a 6 week summer camp using the Life Skills Training Program.
- In Camden County funding went to buy the Dragon Naturally Speaking 10.1 Software to benefit exceptional children at the middle school with note taking, writing prompts, and homework completion.
- In Pasquotank County funding went towards a men’s conference – “Men: We Need to Talk”, to involve men in the lives of their children.
- In Dare County funding was supplied for 50 girls to attend one week at Twilight Camp for Girl Scouts. The girls were from designated at risk communities.
- In Hyde County funding went to the Parents as Teachers program, a nationally recognized evidenced based curriculum.
- In Martin County funding went to institute GREAT – Gangs Resistance Education and Training Program.

Service Management

- ECBH secured a contract with The Arc of NC to provide Guardianship for consumers with Mental Health, Developmental Disabilities or Substance Abuse issues that have been deemed incompetent by the courts. On July 1, 2009, ECBH was supporting 19 consumers through this contract. ECBH currently funds The Arc of NC to provide Guardianship for a total of 86 consumers. The following is a breakdown by county:

County	Number of consumers served
Beaufort	7
Bertie	3
Camden	2
Chowan	2

Craven	13
Currituck	12
Dare	2
Gates	0
Hertford	3
Hyde	0
Jones	0
Martin	1
Northampton	2
Pamlico	0
Pasquotank	29
Perquimans	1
Pitt	8
Tyrrell	0
Washington	1

- ECBH completed the state prioritization process for all 103 AMHC consumers who are waiting for a new Community Alternative Program (CAP) Mental Retardation/Developmental Disability (MR/DD) Waiver slot. AMHC received a new allocation of CAP MR/DD waiver slots in November 2009. Three comprehensive slots were awarded and 13 supports slots were awarded. In addition, the state prioritization process was completed for all 235 ECBH consumers who are waiting for a new CAP waiver slot. ECBH also received a new allocation of CAP MR/DD slots in November 2009. Five comprehensive slots were awarded and 47 supports slots were awarded.
- ECBH designed a Consumer Benefit Plan for the AMHC area in order to manage funds for specific services. ECBH authorized the following services in the AMHC area for the first, second, and third quarters:

SERVICE	Authorized Services	Authorized Services	Authorized Services
	1 st quarter	2 nd quarter	3 rd quarter
Community Support	10 hours	5 hours	0 hours
Targeted Case Management	85 hours	111 hours	No Prior Auth Required
Developmental Therapy	1738 hours	3846 hours	3707 hours
ADVP	25189 hours	24139 hours	23952 hours
Day Activity	17580 hours	21858 hours	27346 hours
Personal Assistance	274 hours	991 hours	726 hours
Community Respite	2 days	0 days	0 days
Group Living Moderate	4451 days	4570 days	4432 days

- A Benefit Plan was also designed for the ECBH area to manage funds for specific services. ECBH authorized the following services in the ECBH area for the first, second, and third quarters:

SERVICE	Authorized Services	Authorized Services	Authorized Services
	1 st quarter	2 nd quarter	3 rd quarter
Community Support	1796 hours	505 hours	0 hours
Targeted Case Management	1193 hours	1219 hours	1047 hours
Developmental Therapy	43750 hours	35804 hours	33011 hours
ADVP	26201 hours	27825 hours	30330 hours
Day Activity	10114 hours	9758 hours	9591 hours
Personal Assistance	3220 hours	1888 hours	2000 hours



Community Respite	58 days	9 days	2 days
Group Living Moderate	9042 days	9610 days	8963 days

Recovery Education Unit

The Recovery Education Unit has completed a number of projects this fiscal year. They are Second Mile, Adult and Adolescent Rural Model for Wellness Recovery Action Plan (WRAP) Support, community recovery education, quarterly provider Crisis and Disaster Training, and Crisis Intervention Training (CIT) support. Additionally, we have presented at a number of conferences, completed a number of outreach presentations, served on various committees, and revised our state-approved peer support curriculum. Below is more information on each of these projects:

- Second Mile staff provided three trainings at Cherry Hospital. The first was Wellness Recovery Action Plan (WRAP) training and WRAP-in-Action for patients in the treatment mall. There were 10 classes with approximately 70 patients that participated. The second training was 5 sessions for hospital staff with approximately 34 in attendance. The third training was for new employees as a part of orientation. There have been 10 orientation classes with approximately 85 participants. Cherry Hospital’s monthly Repeat Admissions Committee meetings are also attended.
- The Adult and Adolescent Rural Model for WRAP Support project is being targeted to begin this summer. This model was created in response to people who were being discharged to rural communities from state hospitals with a WRAP and needing WRAP support.
- The Recovery Education Unit has provided community recovery education. There has been one small WRAP Facilitator Training with fewer than ten participants and a Peer Support Specialist Training with 11 participants.
- There have been two Quarterly Disaster Trainings targeted to providers. One was in Greenville for Pitt and Beaufort counties and the other was in Ahoskie with a total of approximately 30 participants. An upcoming Quarterly Staff Training is scheduled in Elizabeth City. In addition, staff provided disaster training at one ECBH quarterly staff meeting with approximately 80 employees participating.
- The Recovery Education Unit has provided support in Crisis Intervention Team (CIT) trainings. Nine trainings have been provided with approximately 102 participants.



- Presentations have been made at the following conferences: State National Alliance for Mental Illness (NAMI) Conference; Copeland Center WRAP Conference in Nagoya, Japan; First Annual North Carolina Recovery Conference; 6th Annual Jean Mills Symposium: Race, Stress and Health; State of the Child; and the Spring Policy Forum. Recovery Education Unit staff were members of the planning committee for last year's First Annual North Carolina Recovery Conference and are also participating on this year's planning committee. Staff also presented at the ECBH Spring Training held May 19th in Martin County.
- Outreach presentations have been made at a Local Empowerment Group (LEG) Meeting, an Eastern Regional Consumer and Family Advisory Committee (CFAC) meeting, and, Eastpointe Executive Management and Eastpointe CFAC meetings.
- A staff member served on a state peer support specialist committee that determined standards and ethics for peer support specialists, and we have again been invited to serve on an upcoming committee to determine state peer support specialist supervision standards.
- "Take Your Heart to Work," the state-approved peer support curriculum developed by the Recovery Education Unit, was revised and updated to address new standards.
- We have also assisted in completing the ECBH Disaster Plan as part of the Disaster Incidence Response Team and created disaster supply boxes for each of the ECBH offices.
- The Recovery Education Unit has also attended various trainings and webinars to support continuing education.

Dollar Thresholds in North Carolina Public Contracting Statutes

Dollar limits and statutory authority current as of September 1, 2007.

Requirement	Threshold	Statute
Formal bids		
Construction or repair contracts	\$500,000 <i>and above</i> (estimated cost of contract)	G.S. 143-129
Purchase of apparatus, supplies, materials, and equipment	\$90,000 <i>and above</i> (estimated cost of contract)	G.S. 143-129
Informal bids		
Construction or repair contracts	\$30,000 to formal limit	G.S. 143-131
Purchase of apparatus, supplies, materials, and equipment	\$30,000 to formal limit	G.S. 143-131
Construction methods authorized for building projects		
Separate Prime	<i>Over</i> \$300,000 (estimated cost of project)	G.S. 143-128
Single Prime		
Dual Bidding		
Construction Management at Risk		
Minority-business enterprise requirements		
Building projects		
Projects with state funding	\$100,000 <i>or more</i>	G.S. 143-128.2(a)
Locally funded projects	<i>Over</i> \$300,000	G.S. 143-128.2(a)
Projects in the informal range	\$30,000 to \$500,000	G.S. 143-131(b)
Limit on use of own forces		
Construction or repair projects	<i>Not to exceed</i> \$125,000 (total project) or \$50,000 (labor only)	G.S. 143-135
Bid bond or deposit		
Construction or repair contracts	Formal bids (<i>see above</i>)	G.S.143-129(b)
Purchase contracts	Not required	
Performance/payment bonds		
Construction or repair contracts	<i>Projects over</i> \$300,000 <i>for each contract over</i> \$50,000	G.S. 143-129(c); G.S. 44A-26
Purchase contracts	Not required	
General contractor's license		
	\$30,000 <i>and above</i>	G.S. 87-1
Use of registered architect or engineer required		
Nonstructural work	\$300,000 <i>and above</i>	G.S. 133-1.1(a)
Structural repair or new construction	\$135,000 <i>and above</i>	
Repair work affecting life safety systems	\$100,000 <i>and above</i>	
Selection of architect, engineer, surveyor, or construction manager at risk		
"Best qualified" selection procedure	All contracts unless exempted	G.S. 143-64.31
Exemption authorized	Projects where estimated fee is less than \$30,000 or other projects in sole discretion of unit	G.S. 143-64.32

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Executive Order 50 and Local Governments

Posted By [Eileen R Youens](#) On April 21, 2010 @ 7:21 AM In [Purchasing](#), [Construction](#), [Property Transactions](#) | [2 Comments](#)

Many of you are aware that Governor Bev Purdue recently signed an executive order to give North Carolina businesses the opportunity to match the lowest bid when bidding on state contracts for the purchase of goods. You can find Executive Order 50 [here](#) ^[1]. This post addresses the questions that I've received about this Order.

Who does the Order cover?

It covers state agencies. The Order does **not** apply to municipalities, counties, schools, water and sewer authorities, hospital authorities, or other local governments. Remember that, as local governments, you are required to award contracts for the purchase of apparatus, supplies, materials, and equipment costing \$30,000 or more (or an amount less than \$30,000, if you have a local policy that requires it) to the lowest responsive, responsible bidder. **G.S. 143-129(b)** ^[2] (formal bidding), **G.S. 143-131(a)** ^[3] (informal bidding). And local governments only have the authority to negotiate with bidders on such contracts if the lowest responsive, responsible bid comes in higher than "the funds available for the ... purchase." **G.S. 143-129(b)** ^[2].

What does the Order do?

The key provision of the Order directs the Secretary of Administration to "develop a price-matching preference for North Carolina resident bidders on contracts for the purchase of goods so that qualified North Carolina companies whose price is within five percent (5%) or \$10,000.00 of the lowest bid, whichever is less, may be awarded contracts with the State of North Carolina." The North Carolina Division of Purchase and Contract (a division of the Department of Administration) has developed such a preference, and they've created a list of frequently asked questions regarding the program, which you can read [here](#) ^[4].

Does the Order give local governments the authority to implement local preferences?

No. As stated above, local governments must comply with the bidding statutes, and may not copy the price-matching preference established by the Executive Order.

I'm currently working on a bulletin about local preferences, focusing on the issue of whether local governments may legally give a preference to local businesses on contracts that are not covered by the bidding statutes (e.g. purchases and construction projects costing less than \$30,000, and service contracts). I hope to have it finished within the next month or so, and I'll be sure to blog about it once it's finished!

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URLs in this post:

[1] here: <http://www.governor.state.nc.us/NewsItems/UploadedFiles/d132dbc6-bca4-4>

❖

A Legal Guide
TO
Purchasing
AND
Contracting
FOR
North Carolina
Local Governments

❖

Second Edition

Frayda S. Bluestein



decision, however, may be used as evidence of arbitrariness or may leave the awarding authority open to allegations of fraud or abuse of discretion.

An important way to obtain the necessary information to evaluate bidders is to require the bidders themselves to demonstrate their qualifications as part of the bidding process. Appropriate questions can be included in the specifications so that bidders will have the responsibility to provide documentation of their qualifications, or of the adequate performance of their products. This provides a good starting point for the analysis and evaluation of bids for award. As noted earlier, the *Kinsey* case makes clear that failure to provide this information when it is requested as part of the bidding process is grounds for rejection of the bid. (See Question 117.)

Preferences

121. Can a local government establish a preference for local bidders?

Local governments have no statutory authority to establish preferences of any kind and are bound by the "lowest responsible bidder" standard when awarding contracts that are subject to the bidding requirements. (See Question 117.) The fact that a bidder is local cannot, by itself, be a basis for awarding a contract to a higher bidder. Some argue that doing business with local companies will help build and maintain the local government's tax base. (This of course depends on how "local" is defined and whether such a policy stirs other jurisdictions to adopt similar policies, which might ultimately cause losses for local companies.) Local governments do have authority to engage in local economic development,⁸⁹ but this authorization does not include the use of the contracting function to provide what amounts to a subsidy to a local company that is not otherwise the lowest responsible bid.

In some cases, local companies may provide better, more cost-effective, or more timely service. These factors can legally be considered under the lowest responsible bidder standard, which explicitly allows consideration of quality, performance, and time. Local governments are not, however, entitled to *assume* that a local company will be superior in these areas and should be careful to document the basis for a decision based on these factors. (See Question 120.)

Local governments can promote local businesses by making sure they are given notice of opportunities to bid and can use local businesses for convenience when purchasing small items or obtaining quotes for informal bids. The governing board could legally adopt a policy of sending individual notice of bidding opportunities only to local bidders, since the statute does not require such notice in the first place and local governments may have authority to establish a local preference for contracts that are not subject to the competitive bidding requirements. (See Question 33.) Boards considering this option should evaluate whether the loss of competition and potential cost savings is outweighed by the benefit to be gained from promoting local businesses in this way.

89. G.S. 158-7.1.

1 Date adopted: _____
2
3 Motion to adopt by Commissioner _____
4 Second by Commissioner _____
5 Vote: _____ AYES _____ NAYS
6

1 **AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS**
2 **AMENDING CHAPTER 1, SECTION 1-8 OF THE CURRITUCK COUNTY CODE OF**
3 **ORDINANCES TO PROVIDE FOR GENERAL PENALTIES FOR CODE VIOLATIONS**

4
5 WHEREAS, pursuant to N.C. Gen. Stat. §153A-123 a county may provide for fines and
6 penalties for violation of its ordinances and may by ordinance provide that violation of a county
7 ordinance subjects the offender to a civil penalty to be recovered by the county in a civil action
8 in the nature of a debt; and
9

10 WHEREAS, it is necessary and advisable to provide that the penalty for certain county
11 ordinance violations subject the offender only to civil penalties.
12

13 NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners for the
14 County of Currituck as follows:
15

16 **Part I. Section 1-8. General penalty; continuing violation** of the Currituck County Code of
17 Ordinances is rewritten to read as follows:
18

19 Sec. 1-8. General penalty; continuing violations.
20

21 (a) Wherever in this Code or in any ordinance of the county any act is prohibited or is
22 made or declared to be unlawful or an offense or a misdemeanor, or wherever in such
23 Code or ordinance the doing of any act is required or the failure to do any act is declared
24 to be unlawful or an offense or an infraction or a misdemeanor, where no specific penalty
25 is provided therefor the violation of any such provision of this Code or any such
26 ordinance shall be punished by a fine of not more than \$500.00 or by imprisonment for
27 not more than 30 days for each separate violation; provided, that no fine shall exceed
28 \$50.00 unless the ordinance expressly states that the maximum fine is greater than
29 \$50.00. Each day any violation of this Code or any ordinance shall continue shall
30 constitute a separate offense, unless otherwise specified.
31

32 (b) In addition to any criminal penalty set out in this section, violations of this Code
33 shall subject the offender to a civil penalty upon the issuance of a citation for such
34 violation as hereinafter provided. The civil penalty, if not paid to the county finance
35 officer within 15 days of the issuance of a citation, may be recovered by the county in a
36 civil action in the nature of debt. Unless otherwise provided by a specific provision of
37 this Code, such civil penalties shall be no more than \$500.00 for each violation, and each
38 day any single violation continues shall be a separate violation.

39 Violations of the following provision of this Code shall, except for the civil remedies
40 provided in subsections (c), (d) and (e) of this section, subject the offender only to a civil
41 penalty:

1 (1) Chapter 10, sections 62(c), 63(c), 64, and 104;

2 (2) Chapter 12, sections 62 and 63(b).

3 (c) In addition to any civil or criminal penalties set out in this section, any provision of
4 this Code or any other county ordinance may be enforced by an appropriate equitable
5 remedy issuing from a court of competent jurisdiction. In such case, the general court of
6 justice shall have jurisdiction to issue such orders as may be appropriate, and it shall not
7 be a defense to the application of the county for equitable relief that there is an adequate
8 remedy at law.

9 (d) In addition to any civil or criminal penalties set out in this section, any provision of
10 this Code or any other county ordinance that makes unlawful a condition existing upon or
11 use made of real property may be enforced by injunction and order of abatement, and the
12 general court of justice shall have jurisdiction to issue such orders. When a violation of
13 such a provision occurs, the county may apply to the appropriate division of the general
14 court of justice for a mandatory or prohibitory injunction and order of abatement
15 commanding the defendant to correct the unlawful condition upon or cease the unlawful
16 use of the property. The action shall be governed in all respects by the laws and rules
17 governing civil proceedings, including the Rules of Civil Procedure in general and Rule
18 65 in particular.

19 (e) In addition to an injunction, the court may enter an order of abatement as a part of
20 the judgment in the cause. An order of abatement may direct that:

21 (1) Buildings or other structures on the property be closed, demolished or
22 removed;

23 (2) Fixtures, furniture or other movable property be removed from buildings on
24 the property;

25 (3) Grass and weeds be cut;

26 (4) Improvements or repairs be made; or

27 (5) Any other action be taken that is necessary to bring the property into
28 compliance with this Code or such ordinance.

29 If the defendant fails or refuses to comply with an injunction or with an order of
30 abatement within the time allowed by the court, he may be cited for contempt, and the
31 county may execute the order of abatement. The county shall have a lien on the property
32 for the cost of executing an order of abatement in the nature of a mechanic's and
33 materialman's lien. The defendant may secure cancellation of an order of abatement by

1 paying all costs of the proceedings and posting a bond for compliance with the order. The
2 bond shall be given with sureties approved by the clerk of superior court in an amount
3 approved by the judge before whom the matter is heard and shall be conditioned on the
4 defendant's full compliance with the terms of the order of abatement within a time fixed
5 by the judge. Cancellation of an order of abatement shall not suspend or cancel an
6 injunction issued in conjunction therewith.

7 (f) The provisions of this Code and any other ~~town~~ county ordinances may be enforced
8 by one all or a combination of the remedies authorized and prescribed by this section;
9 except that any provision the violation of which incurs a civil penalty shall not be
10 enforced by criminal penalties.

11 (g) Except as otherwise specifically provided, each day's continuing violation of any
12 provision of this Code or any other ~~town~~ county ordinance shall be a separate and distinct
13 offense.

14 (h) A violation of this Code, the penalty for which is a civil penalty, shall be
15 enforced as provided in subsections (i), (j), and (k) of this section.

16 (i) Upon determination of a violation of any section of this Code, the penalty for which
17 is a civil penalty, the county shall cause a warning citation to be issued to the violator,
18 setting out the nature of the violation, the date of the violation and an order to
19 immediately cease the violation or, if the violation is in the nature of an infraction for
20 which an order of abatement would be appropriate in a civil proceeding, stating a
21 reasonable period of time in which the violation must be abated. The warning citation
22 shall specify that a second citation shall incur a civil penalty. The initial issuance of a
23 warning citation upon a violator as provided above shall not be required for the
24 immediate imposition of civil penalties for a determination of a violation of any of the
25 following provisions:

26 (1) Chapter 3, Section 3-36;

27 (2) Chapter 9, Section 9-4, Section 9-7, Section 9-33;

28 (3) Chapter 10, Section 10-58, Section 10-59, Section 10-61, Section 10-62(b),
29 Section 10-62(c), Section 10-63(c), Section 10-64, Section 10-104;

30 (4) Chapter 12, Section 12-62;

31 (j) Upon failure of the violator to obey the warning citation, a civil citation shall be
32 issued by the appropriate official of the ~~town~~ county and either served directly on the
33 violator or his duly designated agent, or registered agent if a corporation, in person or
34 posted in the United States mail service by first class mail addressed to the last known

1 address of the violator as contained in the records of the ~~town~~ county, or obtained from
2 the violator at the time of the issuance of the warning citation. The violator shall be
3 deemed to have been served upon the mailing of such citation. The citation shall direct
4 the violator to ~~appear before the town treasurer, located in the town hall,~~ within 15 days
5 of the date of the citation, ~~or alternatively to pay the citation by mail.~~ The violation for
6 which the citation is issued must have been corrected by the time the citation is paid;
7 otherwise, further citations shall be issued. Citations may be issued for each day the
8 offense continues until the prohibited activity is ceased or abated. Within a 12-month
9 period, any repeat violation for which a notice of violation, warning citation, or civil
10 citation has been issued shall be considered a continuation of the original violation.

11 (k) If the violator fails to respond to a citation within 15 days of its issuance and pay the
12 penalty prescribed therein, the county may institute a civil action in the nature of debt in
13 the appropriate division of the state general court of justice for the collection of the civil
14 penalty.
15

16 PART III. Amendment to Section 1-8(b) of the Code of Ordinances shall apply retroactively to
17 June 1, 2009.
18

19 PART IV. All ordinances or parts of ordinances in conflict with this ordinance are hereby
20 repealed.

21 PART V. This ordinance is effective upon its adoption.
22

23 ADOPTED this _____ day of _____, 2010.
24

25 _____
26 S. Paul O'Neal, Chairman
27

28 ATTEST:
29

30 _____
31 Gwen H. Keene
32 Clerk to the Board
33

34
35 APPROVED AS TO FORM:
36

37 _____
38 Donald I. McRee, Jr.
39 County Attorney
40

Date adopted: _____

- 1
- 2 Motion to adopt by Commissioner _____
- 3 Second by Commissioner _____
- 4 Vote: _____ AYES _____ NAYS
- 5

Name of Fire District: Lower Currituck

County: Currituck

District is Served By: Lower Currituck V.F.D., Inc.

NOTE: This report must be filled out completely before October 1st or no later than January 31. Reports filed after this date are in non-compliance and the fire department will not be eligible to receive their Firefighter's Relief Fund monies.



NORTH CAROLINA
RURAL FIRE DISTRICT
REPORT OF FIRE CONDITIONS



As required by General Statute 58-84-46 of North Carolina, I clerk do hereby make the following report on the Rural Fire District **Lower Currituck**. County of **Currituck**.

LOCAL FIREFIGHTER'S RELIEF FUND BOARD

N.C. General Statutes: 8-84-30

(This information must be provided each year)

IF DEPARTMENT DOES NOT WISH TO PARTICIPATE, PLEASE INDICATE IN THIS SECTION

Firefighter's Relief Fund Trustees appointed by Fire Department (2)

- | | |
|---|---|
| 1. Brandy Callender
PO Box 486
Grandy, NC 27939 | 2. Mr. William Lovell
121 Soundside Estates Dr
Grandy, NC 27939 |
|---|---|

Firefighter's Relief Fund Trustees appointed by County Commissioners (2)

- | | |
|--|--|
| 3. Mr. Mitchell Copeland
PO Box 617
Grandy, NC 27939 | 4. Jennifer Hoit
PO Box 85
Harbinger, NC 27941 |
|--|--|

Firefighter's Relief Fund Trustees appointed by the Insurance Commissioner (1)

- | | |
|--|--|
| 5. Mr William Jones
2032 Creek Road
Kitty Hawk, NC 27949 | Same as last Year? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If no, attach a copy of former Insurance
Commissioner appointee's letter of resignation AND
a copy of Fire Chief's letter of recommendation. |
|--|--|

Select position of Firefighter's Relief Fund Treasurer: 1 2 3 4 5

I, Sandra Hill Clerk/Finance Officer of Currituck County, NC do hereby certify that the foregoing is a true, full and correct report of the Fire Department and fire conditions in said county, made by me as required under General Statute 58-84-46 of North Carolina.

09/13/2010

Date

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of September, 2010, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2011.

Account Number	Account Description	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10460-516300	Street Signs	\$ 495	
10460-592000	Public Works Projects	\$ 158,010	
10530-590441	Technology over \$1,000	\$ 2,790	
10650-545000	Contract Services	\$ 20,000	
10660-561000	Professional Services	\$ 222,740	
10796-545000	Contract Services	\$ 7,650	
10390-495015	T F - Occupancy Tax		\$ 27,650
10390-499900	Appropriated Fund Balance		\$ 384,035
29690-590000	Capital Outlay	\$ 162,606	
29390-499900	Appropriated Fund Balance		\$ 162,606
60808-545001	Contract Services - Sewer	\$ 20,020	
60808-561001	Professional Services - Sewer	\$ 27,000	
60390-499900	Appropriated Retained Earnings		\$ 47,020
61818-561000	Professional Services	\$ 317,881	
61390-499900	Appropriated Retained Earnings		\$ 317,881
65858-545000	Contract Services	\$ 3,500	
65390-499900	Appropriated Retained Earnings		\$ 3,500
		<u>\$ 942,692</u>	<u>\$ 942,692</u>

Explanation: Various Departments - Carry-forward contracts and purchase orders in process from FY 2010 as follows:

Purchase Order Number	Description	Amount
20101824	Street Signs	\$ 495
20101828	MLEF Flood Abatement	4,485
20101842	MLEF Bldg Demo	10,175
20101690	Sheriff Vault	143,350
20101564	EMS Exchange Server licenses	2,790
20100564	Foreign Trade Zone	20,000
20100850	UDO Re-write	143,272
20101775	Stormwater Manual	79,468
20100800	Rural Center Design	7,500
20101663	Rural Center Elev Cert	150
20101661	Corolla truck rebuild	162,606
20100412	Ocean Sands Sewer engineering	20,020
201001347	Sea Loft Village Sewer	27,000
20100661 & 664	ECU RO Assessment	317,881
20101809	Clearing at Moy Commons	13,490

Net Budget Effect: Operating Fund (10) - Increased by \$411,685.
 Fire Equipment Replacement Fund (29) - Increased by \$162,606.
 Ocean Sands Water and Sewer Fund (60) - Increased by \$47,020.
 Mainland Water Fund (61) - Increased by \$317,881.
 Moyock Commons Sewer Fund (65) - Increased by \$3,500.

Minute Book # _____, Page # _____

Journal # _____

 Clerk to the Board

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of September, 2010 , passed the following amendment to the budget resolution for the fiscal year ending June 30, 2011.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10430-526000	Advertising	\$ 500	
10430-516000	Repairs & Maintenance		\$ 500
		<u>\$ 500</u>	<u>\$ 500</u>

Explanation: Elections (10430) - Transfer funds to increase advertising for required general elections advertising.

Net Budget Effect: Operating Fund (10) - No change.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board

CURRITUCK COUNTY
NORTH CAROLINA
September 7, 2010

The Board of Commissioners met prior to the regular meeting at 6:00 p.m. to discuss Dune Enhancement and Permit Extension Act.

The Board of Commissioners met on Tuesday, September 7, 2010, at 7:00 p.m. for its regularly scheduled meeting at the Historic Courthouse in the Commissioners Meeting Room with the following members present: Chairman O'Neal, Commissioners Etheridge, Gregory, Nelms, Rorer and Taylor. Commissioner Aydlett was absent due to illness.

Invocation and Pledge of Allegiance

Bob Henley, was present to give the invocation.

Approval of Agenda

Commissioner Etheridge moved to amend the agenda by deleting Item 3; add to consent agenda Request for public assistance for Hurricane Earl, and delete resolution for Sheriff's department and budget amendments was listed twice. Commissioner Gregory seconded the motion. Motion carried unanimously.

- Item 2** Public Comment
Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.
- Item 3** Recognition of Sgt. Fred Smith (Deleted)
- Item 4** Melissa DeVault, presentation on Mobile Crisis Services
- Item 5** **Public Hearing and Action:** PB 09-15 A-1 Towing: Renewal of a special use permit to operate a towing company impound lot at 1221 Ponton Lane in Corolla, Tax Map 114, Parcel 3M, Poplar Branch Township.
- Item 6** Discussion and Action on funding of Lower Currituck EMS Service
- Item 7** 2nd reading of ordinance prohibiting metal detectors on county property
- Item 8** Discussion on regulating Aircraft on the beach
- Item 9** Discussion on Dominion Power rate increase
- Item 10** Consideration and Action on Two Contracts for Disaster Debris Management Services
- Item 11** Appointment to Senior Citizen Advisory Board
- Item 12** Appointment to ABC Board

Item 13

Consent Agenda:

1. Budget Amendments
2. Approval of August 16, 2010, Minutes
~~Budget Amendments (Deleted)~~
3. Approval of Whalehead Subdivision Drainage Project-Phase 1-CO #2 and #3
4. Permission for Inter County Public Transit Authority to transfer the unspent portion of Currituck County's Supplemental RGP funding, in the amount of \$13,228.07 to Pasquotank County.
5. Approval of Resolution to declare surplus property for Sheriff's Dept. (Deleted)
6. Resolution approving Surplus Property Ocean Sands
7. Approval of funding for Animal Lovers Assistance League
8. Request for public assistance for Hurricane Earl

Item 14

Commissioner's Report

Item 15

County Manager's Report

Adjourn

Special Meeting

Tourism Development Authority

TDA Budget Amendment

Adjourn

Public Comment

Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.

Chairman O'Neal opened the public comment period.

Jim Wheeler, stated he thought the metal detector went a little overboard.

Denny Horgan, Powells Point, supports full time coverage at the Lower Currituck Volunteer Fire Department.

Mary Majcher, Powells Point, supports full time coverage at LCVFD.

Reggie Majcher, supports fulltime coverage at LCVFD.

Pete Peaden, supports not using metal detectors on County property.

Bill Richardson, Whalehead Board of Trustees, supports no use of metal detectors on Whalehead Property. He also invited citizens to the Whalehead Heritage Day on October 3, 2010.

Bob Henley, invited all to the Currituck Wildlife Show on September 11 and 12 at the high school.

Cathy Haldas and Tammy Kelly, NC Lung Cancer Partnership, stated that they will hold a lung cancer support group in Currituck County on September 16, 2010. She would like for the county to recognize the month of November as Lung Awareness month.

There being no further comments, Chairman O'Neal closed the public comment period.

Recognition of Sgt. Fred Smith

deleted

Melissa DeVault, presentation on Mobile Crisis Services

deleted

Public Hearing and Action: PB 09-15 A-1 Towing: Renewal of a special use permit to operate a towing company impound lot at 1221 Ponton Lane in Corolla, Tax Map 114, Parcel 3M, Poplar Branch Township.

Sworn testimony was given prior to making comments.

Ike McRee, County Attorney, reviewed the procedures for hearing.

Ben Woody, Planning Director, presented the staff analysis.

**CASE ANALYSIS FOR THE
BOARD OF COMMISSIONERS
DATE: September 7, 2010
PB 09-15: A1 Towing
Special Use Permit Renewal - Villages at Ocean Hill**

ITEM: PB 09-15 Villages at Ocean Hill, Special Use Permit Renewal

LOCATION: The property is located on Ponton Lane adjacent to the Currituck County future well site in Villages at Ocean Hill.

TAX ID: Tax Map 114, Parcel 3M

ZONING The site is currently located in General Business zoning and within the Villages at Ocean Hill PUD overlay district.

PRESENT USE: A1 Towing site

OWNERS: Midlantic Builders, LLC

P.O. Box 2225
Kitty Hawk, NC 27949

LAND USE/ZONING OF SURROUNDING PROPERTY:

	Land Use	Zoning
NORTH:	Vacant-Ocean Hill Commercial Tract 1	GB
SOUTH:	Persimmon Street Residential/Commercial	CD-GB/RO1
EAST:	Vacant-Ocean Hill Commercial Tract 1	GB
WEST:	Vacant	RO1

LAND USE PLAN

CLASSIFICATION: The 2006 Land Use Plan classifies the site as a **Full Service Area** within the **Corolla** subarea.

SIZE OF SITE: Parcel Area: 13.56 acres; SUP Area: 0.36 acres.

STREETS: Access to the site is from the Ponton Lane easement.

UTILITIES: There will be no new utilities associated with the use.

OPEN SPACE: There will be no change in open space.

I. NARRATIVE OF REQUEST:

- At their March 1, 2010 meeting, the Board of Commissioners issued a special use permit, valid for six months. During the six month period, the applicant was requested to pursue an alternative access for the use.
- At the time of this case analysis, the applicant has not submitted documentation demonstrating use of an alternative access.
- The existing access road, north of and adjacent to Distinctive Landscaping, does not fall within the boundaries of a legal access easement from NC 12. One of the following options is necessary to correct the access issue:
 - o A legal easement must be established for the existing road site (Ocean Hill Commercial, Parcel 2);
 - o The necessary permits must be obtained to improve an access road within the existing legal easement (Ocean Hill Commercial, Tract 1); or

- o The Coral Lane right-of-way must be improved to meet the minimum access requirements of the UDO.

II. QUESTION(S) BEFORE THE BOARD:

Special Use Permit Criteria and Staff Findings:

Special use permits (SUP) are intended to allow the Board of Commissioners flexibility in the administration of the UDO. Through the SUP procedure, property uses which would otherwise be considered undesirable in certain districts can be developed subject to conditions of approval to minimize any negative effects they might have on surrounding properties.

In order to approve the SUP, certain criteria must be satisfied. The criteria and suggested findings of fact are outlined as follows:

1. COMPLETENESS OF THE APPLICATION

Suggested Findings:

- a. The application is complete.

2. THE PROPOSED USE IS AMONG THOSE LISTED IN THE TABLE OF PERMISSIBLE USES AS A SPECIAL USE INDICATED WITH AN "S"

Suggested Findings:

- a. The proposed use is permissible with a Special Use Permit

3. THE CONDITIONS PROPOSED MEET OR EXCEED THE MINIMUM REQUIREMENTS OF THIS ORDINANCE.

Suggested Findings:

- a. The conditions proposed meet the minimum requirements of this ordinance except for the unresolved issue of legal access from NC12.

4. THE SPECIAL USE WILL NOT ENDANGER THE PUBLIC HEALTH OR SAFETY:

Suggested Findings:

- a. The proposed use should have little to no impact on public health or safety.

5. THE SPECIAL USE WILL NOT INJURE THE VALUE OF ADJOINING OR ABUTTING PROPERTY AND WILL BE IN HARMONY WITH THE AREA IN WHICH IT IS LOCATED

Suggested Findings:

- a. The use is not visible from NC12 nor located within close proximity to residential dwellings and should be in harmony with the surrounding area.
6. The special use will be in conformity with the Land Use Plan or other officially adopted plan.

Suggested Findings:

- a. The 2006 Land Use Plan classifies this site as Full Service area within the Corolla subarea and the proposed use is in keeping with the policies of the plan, such as:
 - i. Policy ID5: WAREHOUSING, STORAGE AND DISTRIBUTION facilities shall have access to thoroughfares of adequate traffic carrying capacity, and shall be appropriately designed and/or visually buffered according to the visibility of their location.
7. The special use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate. Such facilities must be in place or programmed to be in place within two years after the initial approval of the plan (sketch plan in the case of major subdivisions).

Suggested Findings:

- a. The county should have adequate public facilities to service this subdivision.

III. PERMIT CONDITIONS

The special use permit issued by the Board of Commissioners on March 1, 2010 included the following conditions:

1. The Permit is valid for six months, during which time the applicant shall pursue an alternative access for the use. The applicant must reapply at the end of the six month period for reconsideration of the Permit.
2. Additional insurance costs born by the Ocean Hill One home owners association shall be paid by the applicant.
3. Al Towing shall continue to use the existing access (parcel 0114000003G0000) until such time as it is closed by the property owner.
4. Evidence shall be presented to the Board that establishes Mid-Atlantic Builders, LLC and its

- assignees as legal users of the Coral Lane right-of-way.
5. The proposed use and associated areas of disturbance shall have no direct impact on adjacent wetlands. This shall include but is not limited to the use of vegetated buffers and the treatment of stormwater through vegetative swales.
 6. The requirements of UDO Chapter 5: Landscaping, Bufferyards, & Shading shall be satisfied within two months of site plan approval.
 7. A lighting plan meeting the requirements of the Outer Banks Overlay District shall be submitted and approved prior to the installation of any lighting on the property.
 8. No hazardous waste material shall be stored on the site.
 9. The use permit is limited to a towing operation and impound lot (Automobile Services).
 10. A revised site plan meeting all requirements of the UDO shall be re-submitted to the Technical Review Committee for review and approval.

BOARD OF COMMISSIONERS DISCUSSION: MARCH 1, 2010 MEETING

Ike McRee, County Attorney, opened the public hearing.

Mark Bissell, Engineer, and Jim Bickford, representing Mid Atlantic Builders, LLC., presented their reason for using Coral Lane access, which they have used for many years. Mr. Bickford stated that he is willing to work with the homeowners to resolve the access issue.

Chairman O'Neal questioned the wetland area.

Commissioner Aydlett, asked if Mr. Bickford could meet with Mr. Freidman and resolve the access issue.

Tom Nash, Attorney for Ocean Hill Section I, Property Owners Association, presented a letter from Mike Brough, Attorney, opposing the use of Coral Lane as the access point. The property owners feel that this should not be used as the access for A-1 Towing. They are not opposed to A-1 Towing's operation.

Ike McRee, County Attorney, opened the hearing for comments.

Mr. Bickford submitted a plat showing the wetland area.

Kay Cole, stated that, in 1999, the homeowners opposed this use of their access on Coral Lane.

Alicia McDonnell, opposes the use of Coral Lane by A-1-Towing.

Bonnie McCarthy, opposes the use of Coral Lane.

Ed Ish, opposes the use of access on Coral Lane.

Bill Schnider, opposes the use of access on Coral Lane.

Rachel Schrote, opposes the use of access on Coral Lane.

Larry Weaver, A-1-Towing, stated that he has used this access and would not have a problem with another access.

Karen Ish, questions why the homeowners have to be involved in the issues with Mr. Bickford and Mr. Freidman, opposes the use of access on Coral Lane.

Buddy Ponton, Commercial Fisherman, has used this access and has permission to do so because he is also a resident.

Commissioner Nelms questioned how long it would take to get a legal easement.

Ike McRee, County Attorney, closed the hearing.

Commissioner Aydlett moved to **approve** PB 09-15 with the findings of fact and the staff recommendations included in the case analysis and the following conditions:

- The Permit is valid for six months, during which time the applicant shall pursue an alternative access for the use. The applicant must reapply at the end of the six month period for reconsideration of the Permit.
- Additional insurance costs born by the Ocean Hill One home owners association shall be paid by the applicant.
- A-1 Towing shall continue to use the existing access (parcel 0114000003G0000) until such time as it is closed by the property owner.

Commissioner Rorer seconded the motion. Motion carried with Commissioners Nelms and Etheridge voting no.

Jim Bickford, applicant presented his case. He stated that Coral Lane was a legitimate access to his property. He has talked with Gerald Friedman on working out a solution for the access.

Tom Nash, Attorney for Ocean Hill Property Owners Association, questioned Mr. Bickford on how long he has been working on an agreement and if he had contacted the Army Corps of Engineers regarding the wetlands.

Mr. Nash stated that Coral Lane should not be used as access for a commercial business. It places an additional burden on the homeowners.

Ed Cornet, VOH Homeowner, questioned if Mr. Wood has marked the wetlands.

Mr. Bickford stated that he has used this access for 9 years.

Chip Friedman, stated that there was no agreement with Mr. Bickford for use of the platted access.

Edward Ponton, opposes closing of Coral Lane for commercial and residential use and has no problem with A-1 Towing. Mr. Ponton has legal access to his property.

Mr. Bickford in his closing statement stated he has met with Mr. Friedman and is working on an agreement and would like to request an extension.

Tom Nash, Attorney, VOHPO, stated that reasonable efforts by Mr. Bickford have not been met to address the access. He requested the Board to take into consideration safety, wetlands, fire access.

Commissioner Nelms moved to extend the Special Use Permit for Coral Lane until December 31, 2010. Coral Lane is not an option for consideration and to make use of the northern platted access or permit will be revoked on December 31, 2010. Commissioner Gregory seconded the motion. Motion carried.

Discussion and Action on funding of Lower Currituck EMS Service

Dan Scanlon, County Manager, reviewed funding that was approved during the budget process. Staff has not had enough time to fully work on the funding.

Commissioner Rorer moved to continue until staff has had time to review and bring back recommendation at the next meeting. Commissioner Taylor seconded the motion. Motion carried.

2nd reading of ordinance prohibiting metal detectors on county property

Commissioner Etheridge moved to appoint a committee to meet with the Whalehead Board of Trustees and bring back further information. Commissioner Taylor seconded the motion. Motion carried.

Discussion on regulating Aircraft on the beach

Commissioner Rorer stated that the FAA regulates this and there is no need for the county to have an ordinance.

Commissioner Nelms moved to approve. Commissioner Gregory seconded the motion. Motion failed with Commissioner Rorer, Etheridge and Taylor voting no.

Discussion on Dominion Power rate increase

Peter Bishop, Economic Development Director, presented a resolution to be presented to the Utilities Commissioner and Attorney General Cooper along with a letter outlining the County's objection to this increase.

RESOLUTION OF THE BOARD OF COMMISSIONERS OF CURRITUCK COUNTY OPPOSING GENERAL RATE INCREASE REQUESTED BY DOMINION NORTH CAROLINA POWER

WHEREAS, Currituck County, and its neighbors throughout Northeast North Carolina within the Dominion service area, are experiencing protracted economic hardship and recession; and **WHEREAS**, Currituck County residents and businesses continue to weather plummeting real estate values, decreased sales and revenues, record-breaking foreclosures, increased delinquencies in tax and utility payments and increases in unemployment insurance claims, food stamps and other public assistance; and, **WHEREAS**, electricity service is one of the basic necessities required by all County residents regardless of economic condition to live a safe and healthy life; and, **WHEREAS**, the proposed general rate increase and changes to the base fuel rates proposed by Dominion North Carolina Power will exacerbate the economic hardship already felt by the residents and businesses of Currituck County and Northeast North Carolina and place an undue burden on them; and, **WHEREAS**, the evidence of hardship and severe negative impact upon Currituck County's businesses and residents is clear, and the proposed rate increase would unjustly provide profits to Dominion and its shareholders on the backs of its North Carolina customer base, Dominion's request for a general rate increase and modifications to base fuel rates should be denied: and, **WHEREAS**, County Staff shall be instructed to present this resolution and additional public comment to the North Carolina Utilities Commission and the office of the Attorney General of North Carolina.

NOW, THEREFORE BE IT RESOLVED THAT the Currituck County Board of Commissioners strongly opposes the rate increase and rate changes requested by Dominion North Carolina Power for its customers in Currituck County and throughout Northeast North Carolina and respectfully request that the North Carolina Utilities Commission deny Dominion's request.

Commissioner Etheridge moved to adopt the resolution.
Commissioner Taylor seconded the motion. Motion carried.

**Consideration and Action on Two Contracts for Disaster
Debris Management Services**

Commissioner Etheridge moved to approve. Commissioner
Rorer seconded the motion. Motion carried with
Commissioner O'Neal and Nelms voting no.

Commissioner Nelms requested that local contractors be
used.

Appointment to Senior Citizen Advisory Board

Commissioner Etheridge moved to appoint Doris Ballance.
Commissioner Taylor seconded the motion. Motion carried.

Appointment to ABC Board

Commissioner Gregory moved to reappoint Harold Capps.
Commissioner Etheridge seconded the motion. Motion
carried.

Consent Agenda:

1. Budget Amendments
2. Approval of August 16, 2010, Minutes
3. Approval of Whalehead Subdivision Drainage
Project-Phase 1-CO #2 and #3
4. Permission for Inter County Public Transit
Authority to transfer the unspent portion of
Currituck County's Supplemental RGP funding, in
the amount of \$13,228.07 to Pasquotank County.
5. Approval of Resolution to declare surplus
property for Sheriff's Dept. (Deleted)
6. Resolution approving Surplus Property Ocean
Sands
7. Approval of funding for Animal Lovers
Assistance League
8. Approval of public assistance for Hurricane
Earl.

Commissioner Etheridge moved to approve. Commissioner
Taylor seconded the motion. Motion carried with
Commissioner Nelms voting no.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10415-561000	Professional Services	\$ 133,050	
	Fund Balance		
10390-499900	Appropriated		\$ 133,050
		<u>\$ 133,050</u>	<u>\$ 133,050</u>

Explanation: Legal (10415) - Increase Legal professional services by \$120,000 for OLF legal fee cost share with Camden County and \$13,050 for additional Legal Fees for the Board of Adjustments.

Net Budget Effect: Operating Fund (10) - Increased by \$133,050.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10660-516200	Vehicle Maintenance	\$ 231	
10660-531000	Gas, Oil, Etc		\$ 231
		<u>\$ 231</u>	<u>\$ 231</u>

Explanation: Planning (10660) - Transfer funds to repair 2005 Jeep.

Net Budget Effect: Operating Fund (10) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10512-545001	Contract Services - Anim Shelter	\$ 10,000	
10390-499900	Fund Balance Appropriated		\$ 10,000
		<u>\$ 10,000</u>	<u>\$ 10,000</u>

Explanation: Animal Control (10512) - To appropriate fund balance for cash match for spay & neuter grant received by the Animal Lovers Assistance League.

Net Budget Effect: Operating Fund (10) - Increased by \$10,000.

Commissioner's Report

Commissioner Gregory commended the staff during Hurricane Earl.

Commissioner Taylor invited all to breakfast at the Moyock VFD on Saturday.

Commissioner Nelms stated that Bike Week was a success and thanked the Coast Guard for their flyover.

Commissioner Rorer stated that the Grandy Assembly of God will have another fun day this weekend.

Chairman O'Neal commended the staff and emergency workers during Hurricane Earl. He also said there will be a prayer service this Saturday, September 11, at the Judicial Center.

County Manager's Report

County Manager stated that we have received a letter from Wildlife Resources Commission that they will look at the Brumley Road Boating Access.

Adjourn

There being no further business, the meeting adjourned

Special Meeting**Tourism Development Authority****TDA Budget Amendment**

Commissioner Etheridge moved to approve. Commissioner Gregory seconded the motion. Motion carried.

<u>Account Number</u>	<u>Account Description</u>	Debit Decrease Revenue or Increase Expense	Credit Increase Revenue or Decrease Expense
15447-590000	Capital Outlay	\$ 12,315	
15380-484001	Insurance Recovery		\$ 3,664
15390-499900	Appropriated Fund Balance		\$ 8,651
		<u>\$ 12,315</u>	<u>\$ 12,315</u>

Explanation: Tourism Related Expenditures (15447) - To carry-forward funds for the Community Entrance signs and to increase appropriations to replace the Corolla entrance sign that will be funded from an insurance claim.

Net Budget Effect: Occupancy Tax Fund (15) - Increased by \$12,315.

Adjourn

There being no further business, the meeting adjourned.

BUDGET AMENDMENT

The Currituck County Board of Commissioners as the Currituck County Tourism Development Authority, at a meeting on the 20th day of September, 2010 , passed the following amendment to the budget resolution for the fiscal year ending June 30, 2011.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u> <u>Decrease Revenue or Increase Expense</u>	<u>Credit</u> <u>Increase Revenue or Decrease Expense</u>
15447-587010	T T - Operating Fund	\$ 27,650	
15442-526200	Promotional Efforts	\$ 3,706	
15447-547002	Historic Preservation	\$ 20,803	
15447-592000	Whalehead Projects	\$ 99,493	
15390-4999900	Appropriated Fund Balance		\$ 151,652
		\$ 151,652	\$ 151,652

Explanation: Tourism Promotions and Tourism Related Expenditures - To carry-forward contracts and purchase order in process from FY 2010 as follows:

20100564	Foreign Trade Zone	20,000
20100800	Rural Center Design	7,500
20101663	Rural Center Elev Cert	150
20101221	Historic Markers	3,706
20100640	Historic Jarvisburg Colored School	4,828
20100642, 799, 802 & 1012	Historical documentation Whalehead Dredging	15,975 99,493

Net Budget Effect: Occupancy Tax Fund (15) - Increased by \$146,652.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board