

APPROVED 6/16/2020

**MINUTES
BOARD OF COMMISSIONERS
VIRTUAL BUDGET WORK SESSION
May 21, 2020
7:00 p.m.**

The Orange County Board of Commissioners met for a Virtual Budget Work Session on Thursday, May 21, 2020 at 7:00 p.m.

COUNTY COMMISSIONERS PRESENT: Chair Rich and Commissioners Jamezetta Bedford, Mark Dorosin, Sally Greene, Earl McKee, Mark Marcoplos, and Renee Price

COUNTY COMMISSIONERS ABSENT:

COUNTY ATTORNEYS PRESENT: John Roberts

COUNTY STAFF PRESENT: County Manager Bonnie Hammersley, Deputy County Manager Travis Myren and Clerk to the Board Donna Baker (All other staff members will be identified appropriately below)

Chair Rich called the meeting to order at 7:00 p.m.

Due to current public health concerns, the Board of Commissioners conducted a Virtual Budget Work Session on May 21, 2020 utilizing Zoom. Members of the Board of Commissioners participated in the meeting remotely. As in prior meetings, members of the public were able to view and listen to the meeting via live streaming video at orangecountync.gov/967/Meeting-Videos and on Orange County Gov-TV on channels 1301 or 97.6 (Spectrum Cable).

1. **FY 2020-21 Fire District Tax Rates, Pgs. 216-222**
 - New Hope Fire District, Pg. 219
 - Orange Rural Fire District, Pg. 220
2. **Discussion of County Departments' FY2020-21 Recommended Budgets within the Public Safety, General Government, and Support Services Functional Leadership Teams (including Operations, Capital, and Fee Schedule Changes):**

Public Safety

- Courts, Pg. 122
- Criminal Justice Resources, Pg. 123
- Emergency Services, Pg. 200
- Sheriff, Pg. 331
- Non-Departmental, Pg. 289

General Government

- Board of County Commissioners, Pg. 74
- Board of Elections, Pg. 78
- County Attorney, Pg. 110
- County Manager, Pg. 113
- Register of Deeds, Pg. 327
- Tax Administration, Pg. 361

- Non-Departmental, Pg. 273

Support Services

- Asset Management Services, Pg. 66
- Community Relations, Pg. 101
- Finance and Administrative Services, Pg. 211
- Human Resources, including Employee Pay & Benefits, Pg. 248 and Appendix A, Pg. 367
- Information Technologies, Pg. 256
- Non-Departmental, Pg. 292

Travis Myren made the following PowerPoint presentation:

Budget Work Session #2

County Fire Districts

Public Safety

General Government

Support Services

May 21, 2020

Virtual Meeting

County Fire Tax District Map

- 12 Fire Tax Districts
- Different from Primary Response Districts
- Total Fire District Expenditures \$6,626,480
- Increase of \$313,760 over FY2019-20

Fire District Recommendations

Fire District Tax Rates				
	FY2019-20	FY2020-		
	Tax	21	Rec.	Difference
	Rate	Tax Rate		
Cedar Grove	8.10		8.10	0.00
Chapel Hill	14.91		14.91	0.00
Damascus	10.80		10.80	0.00
Efland	6.78		6.78	0.00
Eno	9.68		9.68	0.00
Little River	5.92		5.92	0.00
New Hope	9.94		10.67	0.73
Orange Grove	6.81		6.81	0.00
Orange Rural	9.15		9.48	0.33
South Orange	9.68		9.68	0.00
Southern Triangle	10.80		10.80	0.00
White Cross	12.37		12.37	0.00

Fire District Recommendations
Recommended Fire Tax Rates and Revenue (Chart)

Fire District Recommendations

- District Requests – pages 219 & 220
 - New Hope Fire District
 - 0.73 cent Increase Requested to 10.67 cents
 - Rate Increase Generates - \$51,867
 - Restructure and Add Three (3) Paid Staff
 - Orange Rural Fire District
 - 0.33 cent increase from 9.15 cents to 9.48 cents
 - Rate Increase Generates - \$49,480
 - Add Full Time Fire Chief Position & Increasing Workers Compensation
 - Apply \$89,000 from Fund Balance for Fire Suppression Equipment and Chief's Vehicle

Charles Bowden said these funds will be used to increase and restructure staff. He said it is very difficult to find volunteer firefighters.

Jeff Cabe, Orange Rural Fire, said this all looks good. He said his department had a significant increase in workers comprehension, due to the death of a firefighter. He said this should go back down in about 5 years.

Travis Myren resumed the PowerPoint presentation:

CIP Questions- these will be action items the Orange County Board of Commissioners will consider for future budget amendments.

- Future Action Items
 - Tankless/On-demand Hot Water Heater at the Seymour Center p. 38 CIP
 - Up to 24% More Efficient
 - New Quote = Same Price as Traditional Gas Fired Units
 - **Amend Major Plumbing Repairs Project to Reflect an On-Demand System for the Seymour Center**
 - **No Change in Recommended Cost**
- Future Action Items
 - Library Roof Replacement p. 44 CIP
 - Staff Error
 - Roof is not at End of Life and is Performing According to Design
 - New Roof Asset Management Program Study to Prioritize Future Projects
 - **Amend Roofing and Building Façade Project to Remove Design Costs of \$25,000 from FY2020-21 Project Recommendations and \$250,000 from the FY2021-22 Project Recommendations**
- Future Action Items
 - Morgue Project p. 53 & 54 CIP
 - Original Scope Proposed Reuse of 4,200 sq. ft. Existing Building
 - Fully Operational Morgue Requires Approximately 1,000 sq. ft.

- Attaching Morgue to New EMS Substation is More Efficient than a Standalone Option
- New Project Scope and Costs Include Deconstruction of Existing Facility
- **Amend the EMS Substation Project included in the Recommended FY2020-21 CIP to Reduce the Morgue Portion of the EMS Substation Project from \$1.2 million to \$525,000**

Public Safety

- **Courts – page 122**

- Decrease of \$7,500 for the Jury Master List which is Funded Every Other Year
- CIP Projects for Justice Facility - p. 33 & 39 CIP
 - o Generator Projects – \$450,000
 - Fully Energize Justice Facility during Power Disruption
 - Current Unit Only Services Sheriff's Office
 - o Old Courthouse Square - \$20,000
 - Design of Restoration Activity in Future Years
 - Total Restoration Budget - \$630,000

Mark Kleinschmidt, Clerk of Court, said the County's response to the Court's needs has never been met as well as it was this past year, noting that previous years received good support as well. He thanked the Board of County Commissioners (BOCC) and County staff for its support of court operations.

Commissioner McKee referred to on demand hot water system versus conventional, and asked if there is a known life span differential.

Travis Myren said the research shows no difference in terms of life cycle or costs. He said there might be some extra piping, but that is covered in the proposed costs. He resumed the PowerPoint presentation:

Public Safety

- **Criminal Justice Resource Department – page 123**

- o Total Recommended Expenditure Budget - \$735,949
 - Offset by \$461,328 in ABC Board Revenues
- o Lethality Assessment Protocol Project - \$60,000
 - CJRD to Oversee Contract with Compass Center
 - On Scene, Evidence Based Risk Assessment by Law Enforcement
 - Training Provided by Attorney General's Office
 - Immediate Connection to Domestic Violence Service Provider for Officer and Victim
 - Contract Funds Staffing for a New Domestic Violence Hotline
 - » \$60,000 in FY2020-21
 - » \$30,000 in FY2021-22
 - » Compass Center to Fund with Grants Thereafter

Commissioner McKee asked if this grant is a revolving grant, or an annual grant.

Travis Myren said it is an annual grant, with a steady revenue stream.

Commissioner Greene said this program will be very helpful moving forward.

Travis Myren resumed the PowerPoint presentation:

Public Safety

- **Criminal Justice Resource Department – page 123**
 - Restoration Legal Counsel Program
 - 16,000 Orange County Residents with Suspended Drivers Licenses
 - 3,000 of those Suspensions Result from Failure to Comply with Traffic Fines and Court Fees
 - Free Legal Services to Reduce or Eliminate a Traffic Fee or Fine
 - Expunction Relief to Purge Criminal Record
 - Means Tested Service Eligibility
 - Program Performance
 - Started in October 1, 2019
 - 250 Referrals in FY2019-20
 - 40% of Referrals Received Restoration Relief
 - 420 Referrals Expected in FY2020-21

Public Safety

- Criminal Justice Resource Department – page 123
 - Pretrial Services Performance-graph

Public Safety

- Criminal Justice Resource Department – page 123
 - Criminal Case Assessment -graph

Commissioner Price referred to the lethality project slide, and asked if it is known where this would go in the chart.

Travis Myren referred to page 289-291, and said it is in the Public Safety Non-Departmental Section.

Commissioner Price said the Department requested \$198,000 for operations, but the Manager recommended \$93,000. She asked if the proposed use of the money could be identified.

Travis Myren said staff is not recommending any general fund funded positions.

Caitlin Fenhagen, Criminal Justice Resource Director, said the original plan was to start earlier with the Compass Center, with more funding, but that was reduced due to Covid-19.

Caitlin Fenhagen said she is very excited about the lethality assessment protocol, and the state is offering free training. She said it requires a great deal of collaboration amongst all local law enforcement. She said it will be worth it, and highly valuable. She said this program is evidence based, and has shown to reduce lethality in domestic violence cases.

Caitlin Fenhagen said the jail population has been greatly reduced, through the collaboration of all involved.

Commissioner Dorosin asked if there is any update of the Restoration Relief program.

Caitlin Fenhagen said it has been terrific, and the Judges all respect the staff involved. She said referrals have slowed due to Covid-19.

Travis Myren asked if MAR could be defined.

Caitlin Fenhagen said it stands for Motion for Appropriate Relief, and there are people serving state prison sentences that are vulnerable to Covid-19, or are close to the end of their sentences, who can be released early. She said support is being provided when people return home.

Travis Myren resumed the PowerPoint presentation:

Public Safety

- Emergency Services – page 200
 - Total expenditure budget - \$11,816,610
 - Total County Costs Increased by \$455,091 from FY2019-20 Budget
 - Emergency Management Planner
 - Added by Reclassification in FY2019-20 to Assist in COVID Response
 - Recurring Capital - \$198,000
 - Ambulance Outfitting, Equipment Replacement
 - Approximately the Same as FY2019-20
 - 911 Software Upgrade - \$190,000
 - Mandatory due to VIPER Changes

Public Safety

- EMS Revenue – Collected by Tax Administration (graph)

Public Safety

- Emergency Services – page 200
 - Community Paramedic Program Performance
 - Population Served
 - Falls at Home
 - Congestive Heart Failure & Chronic Obstructive Pulmonary Disease (COPD/Emphysema)
 - Substance Abuse/Overdose Follow-up
 - Program Outcomes
 - 27 Unique Patients; 39 Total Visits
 - Community Paramedic Visits Suspended due to COVID-19
 - Patients with One (1) Initial Encounter Did Not Call 911 Again with Same Complaint

Public Safety

- Emergency Services – page 200
 - Emergency Medical Services Performance Measures (graph)

Commissioner Dorosin referred to the two full time community paramedic positions only doing 39 visits, and said that seemed low to him.

Dinah Jeffries, EMS Director, said she did not hire the positions until mid September, and one was a re-classification, and one was a new hire. She said they did not start visits until October/November, and then Covid-19 hit and they were pulled to do duty at the EOC.

Commissioner Dorosin said he was wondering if this is the best use of these services.

Travis Myren resumed the PowerPoint presentation:

Public Safety

- Emergency Services – page 200
 - Emergency Medical Services Wheels Rolling Time (graph)

Public Safety – CIP

- EMS Substation and Morgue – p. 53 CIP
 - Efland Substation Replaces Station #4 on Mt. Willing Road
 - 24 Hour Substation
 - 5,000 sq. ft.; Two Ambulance Bays; Sleeping Quarters for Four Staff
 - PV Panels – 61 kW System with 11-13 Year Payback
 - Total Cost - \$2.3 million
 - Morgue Project
 - Revised Cost from \$1.2 million to \$575,000
 - Provides Fully Functional 1,000 sq. ft. Facility
 - Attached to the Substation for Shared Site Work and Infrastructure
 - Public Safety – CIP

Dinah Jeffries said she is proud of her team and Orange County, and appreciates everything that the County has done for her department. She said her staff is tired, but dedicated, and Orange County has one of the best Emergency Services departments in the state, and maybe in the U.S. She said her staff is thankful to the Orange County Board of Commissioners.

Chair Rich said she has been working closely with EMS on Covid-19, and she thanked the department for its great efforts. She said this is EMS week.

Commissioner Dorosin referred to page 220, and said the organizational chart shows one community paramedic. He asked if the other one listed elsewhere in the organization.

Travis Myren said this is probably due to the timing of the publication. He resumed the PowerPoint presentation:

Public Safety

- **Sheriff – page 331**
 - Total expenditure budget - \$14,803,705
 - Net County Cost Increase of \$727,614 over FY2019-20 Budget
 - Classification and Compression Work in FY2019-20-chart

Public Safety

- Sheriff – page 371- Sheriff's Office Calls for Service (chart)

Public Safety

- Sheriff – page 371- Average Scene Time (chart)

Public Safety

- Sheriff – page 371- Response Time (chart)

Commissioner Price referred to the slide with the projections of number of calls, and asked if there is a current update.

Travis Myren said he can get that information. He said on an annualized basis there would be 13,000 calls. He said this goes from July 2019 to early May 2020.

Commissioner Price asked if the calls are around 30,000 now.

Travis Myren said the high twenties.

Commissioner Price asked if there is a reason for the increase in response time.

Travis Myren said it is about stable.

Sheriff Blackwood said there are many factors that go into this, but the main reason is that his department is spending a lot more time with investigative measures at the scene, due to

increased technological resources. He said there has been a dramatic increase in domestic calls, and the lethality protocol will increase the time spent even further. He said it is not taking longer to get to the call, but rather more time is being spent with the people involved in the call.

Commissioner McKee said domestic calls are up, and asked if that is the main reason for the increase in the volume of calls.

Sheriff Blackwood said no, there are several factors increasing the number of calls. He said there are more people in the county than before; there is a level of trust within the community; and the Sheriff is asking people to call for help. He said this number is a good thing.

Commissioner McKee asked if the number of calls was putting more stress on his staff.

Sheriff Blackwood said if he does his job appropriately, he takes the pressure so his deputies do not have to. He said he pays close attention to his staff, and there are measures in place to offer support to those who need it, or may be overwhelmed. He said officers from around the state want to come to work in Orange County, which is a compliment.

Sheriff Blackwood said Covid-19 has brought many of their departments together though the pandemic, and it has been challenging, but all are working together.

Sheriff Blackwood expressed thanks for the support his office has received from County staff and the Orange County Board of Commissioners. He said he hopes some of the practices put in place due to Covid-19 may continue. He said the efficiency is amazing.

Travis Myren resumed the PowerPoint presentation:

Public Safety

- Non-Departmental Expenditures – page 289
 - Lethality Assessment Protocol - \$60,000
 - Juvenile Crime Prevention Council Match - \$24,408
 - Required 30% County Match
 - Driven by Additional Funding for Organizations due to Raise the Age Legislation

Commissioner Dorosin said the BOCC voted to add a position to the Sheriff's office for an SRO at Eno River Charter School, and asked if there was any update.

Sheriff Blackwood said the position has been filled, and the agreement was for a yearly renewable contract. He said the school wants to continue with it.

Travis Myren said almost all public safety positions would be exempt from the hiring freeze, especially those with a funding stream. He resumed the PowerPoint presentation:

General Government

(Donna Baker was in attendance)

- **Board of County Commissioners – page 74- 7:47pm**
 - Total expenditure budget - \$987,832
 - Increase of \$1,703 over FY2019-20
 - Boards and Commissions Software Upgrade - \$25,000
 - Transfer from Board Technology Fund in CIP
 - Compensation Adjustment - \$12,709
 - Effective December 1, 2020
 - **Amendment Submitted to Eliminate December Adjustment**
 - Countywide Travel and Training Reduction – (\$25,400)

General Government

- Board of County Commissioners – page 75

- Performance Measures
 - % of Contracts Completed within 15 Days of Department Request
 - » FY2019-20: 85%
 - » FY2020-21: 90%
 - % of Agendas Published Electronically within 24 hours of Receipt
 - » FY2019-20: 100%
 - » FY2020-21: 100%
 - % of Eligible Reappointments Submitted Prior to Term Expiration
 - » FY2019-20: 85%
 - » FY2020-21: 90%

General Government

- **Board of Elections – page 78**

- Total expenditure budget - \$843,363
 - Net decrease of \$20,033 Compared to FY2019-20
- Reduction in Personnel and Operating Accounts
 - One Countywide Election in FY2020-21

Commissioner Bedford thanked Rachel Raper, Elections Director, for sending information that there may be Care Act funding for the election, but asked if there will be increased costs for absentee voting postage, as well as cleaning supplies due to Covid-19. She said it is important to do everything possible so people can vote. She asked if the County can help in any way to insure that the BOE is not stuck with a time delay in getting necessary supplies

Rachel Raper said there is bill to be filed tomorrow about funding, and she is confident that the General Assembly (GA) did decide to match the funding.

Commissioner Bedford asked if there are plans in place of plans for voter information, such as registration and voting by mail. She said the website should have more clarification.

Rachel Raper said they are trying to use the wording “voting by mail,” which is a term that is used in western states, and the website does have information about how to do this. She said she will work with her partner departments to make sure absentee ballot request forms are available at County facilities.

Commissioner Bedford asked if one registers through the DMV, does one receive voting information through that process.

Rachel Raper said no, one does not receive voting by mail information, but does receive some information about voting. She said she would like to include the voting by mail information here as well. She said there are a lot of unknowns at this time, and faxing and emailing absentee ballots may be a possibility. She said more information will be forthcoming.

Commissioner Bedford asked if there is a process in place to get additional funds to a department quickly, while the BOCC is on summer break.

Bonnie Hammersley said staff would look at appropriated money and the Orange County Board of Commissioners would not be involved. She said, during the summer break, the Orange County Board of Commissioners allows the Manager authority, and then the Board approves budget amendments in the fall retroactively.

Chair Rich said Orange County sent a tweet out today with a link to get an absentee ballot.

Commissioner Price asked if the BOE provides postage for absentee ballots.

Rachel Raper said no, postage is not provided for voters to send back absentee ballots.

Commissioner Price asked if sending a ballot back in would require additional postage.

Rachel Raper said the outgoing is more expensive, and incoming only takes one stamp.

Commissioner Price asked if the department is hiring more staff for the upcoming election.

Rachel Raper said she is ramping up her seasonal temporary employees, which was originally expected to handle early voting sites; but now this workforce may be shifted to handle absentee ballots in the office.

Commissioner Price asked if more funds will be needed for advertising.

Rachel Raper said she is waiting to see what the General Assembly provides for direction first.

Commissioner Price asked if absentee voters will need a notary.

Rachel Raper said one usually needs a notary or two witnesses, but she will wait to view the GA bill first.

Commissioner Dorosin said he has heard that many temps who work the polls are elderly, and some counties are looking for alternative measures due to polling sites not being able to accommodate social distancing. He asked if Orange County is looking into any of this, and what has Rachel Raper heard from other areas.

Rachel Raper said she is waiting until mid-July to send out a poll to her poll workers to gauge where the "holes" are. She said she is looking in detail at the question of accommodating social distancing.

Travis Myren resumed the PowerPoint presentation:

General Government

- **County Attorney – page 110**

- **John Roberts was in attendance**

- Total expenditure budget - \$666,764
 - Decrease of \$9,268 Compared to FY2019-20
 - Reduction in Litigation Expenses due to Settled Cases
 - \$10,000 Reduction in Operating Budget

General Government

- **County Manager – page 113**

- Total expenditure budget - \$2,946,480
 - Reduction of \$8,235 Compared to FY2019-20
 - Countywide Travel and Training Reduction
 - Transfer *Partnership to End Homelessness* to Housing & Community Development Department
 - Improve Coordination of Continuum of Housing Related Services

General Government

- **County Manager – page 117**

- **Arts Commission**

- Total Expenditure Budget - \$225,199
 - Increase of \$13,771 due to Personnel Related Costs
 - Performance Measures
 - Arts Incubator at Eno River Mill
 - » 1st Tenant in March
 - » Four Studios Paying Rent
 - » One Studio Under Lease
 - » Four Vacant with Six on Waiting List (On Hold due to COVID-19 Precautions)

- New Programs and Activities
 - Lead Coordinator for Local Roots Festival
 - Good Moon Festival
 - Art on the Hill Outdoor Exhibit(s)

General Government

- **County Manager – page 119**
 - **Food Council**
 - Total Expenditure Budget - \$72,629
 - County Share: \$28,325
 - Moved to a Multiyear Fund to Preserve Unspent Funds
 - FY2019-20 Accomplishments
 - Pilot Compost Program at Two OCS Elementary Schools
 - Food Insecurity Report – BOCC Retreat
 - Active in COVID-19 Food and Agriculture Support Groups
 - Staff Liaison to Piedmont Food and Agricultural Processing Center

Commissioner Dorosin asked if there is a reason for personnel costs increasing under the Arts Commission, given the hiring freeze.

Travis Myren said this is for 2 reasons: 1.) there was a reclassification of a position; and 2.) recognition of the 2% across the board pay increase that was applied last year.

Commissioner Dorosin said he understands that these presentations are a lot of work, and recognizes the amount of effort that goes into them; but it is difficult to go back and forth between the presentation and the PowerPoint, and going forward, it would be helpful to include explanations on the slides, or in the summaries in the budget book.

Commissioner Price asked if the reclassification could be explained.

Travis Myren said when staff reviews positions and classifications, they sometimes recommend increases or decreases based on the review.

Commissioner Price asked if this is for increased responsibilities or to provide a raise.

Travis Myren said it is not a raise, but rather recognition of the responsibilities of the position, in comparison to other positions in the same classification schedule.

Travis Myren resumed the PowerPoint presentation:

- FY2020-21 New Programs and Activities
 - Gaps Analysis – Community Food Baseline Assessment
 - Development of Food Policy Agenda based on Gaps Analysis
 - Assist in Creation of a Community Data Index with Health Equity Council

General Government

- **County Manager – page 115**
 - **Risk Management**
 - Increase Expenditures for Bonds and Insurance - \$37,685
 - Property insurance, general liability, public officials, employment, cyber
 - Increase expenditures for workers compensation – \$197,2
 - No Change in Budgeted Expenditures for UC - \$50,000 Base Budget

General Government

- **Register of Deeds – page 327**
 - Total expenditure budget - \$1,093,958
 - Net County Costs Decreased by \$347,063
 - Remains a Net General Fund Contributor - \$1,163,755
 - Revenue Increase - \$425,000
 - Excise Stamps and Register of Deeds Fees-chart
 - Recommended Increase Moderated from ROD Request by 5%

General Government

- **Tax Administration – page 361**
Nancy Freeman was in attendance
 - Total expenditure budget - \$3,895,052
 - Net County Cost Increase of \$71,600 over FY2019-20
 - Collection Rates Decreased for FY2020-21
 - Real and Personal Property – (0.5%)
 - Motor Vehicles – (0.5%)
 - COVID-19 and the 2021 Revaluation
 - Field Work is Ongoing but Slightly Behind Schedule
 - Ongoing Review of Sales Data
 - Final Assessed Values Established in January 2021

Bonnie Hammersley referred to the Arts Commission, and said the revised budget is used as the base budget, and that is where the \$13,000 came in. She said there was a drop in revenue from the revised budget to the recommended budget, which was about \$8000. She said when revenues drop, there is an increase in the County's costs.

Travis Myren resumed the PowerPoint presentation:

General Government

- Sales Tax Collections
 - Projected COVID-19 Impact for Last Three Months of FY2019-20 – (\$1.68 million)
 - Projected 12 Month Collections for FY2020-21 Down 4.5% from FY2019-20 Budget and 10% from Previous Projections

General Government

- Tax Administration – Tax Base History (chart)

General Government

- Assessed Home Value by Tax Jurisdiction (chart)
 - Based on 2018 Revaluation

General Government

- Tax Administration - Tax Rate History (chart)

General Government

- Emergency Measures Used to Delay Tax Rate Increase (chart)
 - Many One Time or Unsustainable

- Multi-Year Plan Required to Replace One Time Revenues/Transfers with Sustainable Revenue

General Government

- Non-Departmental – page 273
 - No budget changes

Support Services

- **Asset Management Services – page 66**
Steve Arndt, Asset Management Services Director, was in attendance
 - Total expenditure budget - \$5,337,736
 - Increase of \$516,091 over FY2018-19 Budget
 - Annualizing Building Leases - \$388,900
 - No Changes to Utility Accounts

Support Services

- **Community Relations – page 101**
Todd McGee, Community Relations Director, was in attendance
 - Total expenditure budget - \$289,588
 - Increase of \$762 Compared to FY2019-20 Budget
 - No Significant Budget Changes

Support Services

- **Finance and Administrative Services – page 211**
Gary Donaldson, Chief Financial Officer, was in attendance
 - Total expenditure budget - \$1,606,253
 - Increase of \$71,535 Over FY2019-20 Budget
 - Annualize 1.0 FTE Financial Systems Administrator
 - Added by Budget Amendment in FY2019-20
 - Key Performance Indicators Focused on Efficiency
 - % of Invoices Not Paid within 30 Days
 - \$ amount of Revenues Not Recorded within 30 days

Support Services

- SMART Goal Feature Coming in FY2020-21

Support Services

- **Human Resources – page 248**
Brenda Bartholomew, Human Resources Director, was in attendance
 - Total expenditure budget - \$1,006,264
 - Increase of \$3,307 over FY2019-20 Budget
- Employee Pay and Benefits – page 367
 - COVID-19 Response Measures
 - Hiring Freeze
 - No General Wage Adjustment
 - Suspend Employee Performance Adjustments
 - Suspend Conference, Training, and Travel
 - Mandated Cost Increases
 - Post-65 Retiree Insurance Increase - \$106,003
 - Dental Insurance Increase - \$92,236

- Employer Retirement Contribution - \$800,000

Support Services

- **Information Technologies – page 256**
 - Jim Northrup, Chief Information Officer, was in attendance**
 - Total expenditure budget - \$3,846,104
 - Decrease of \$230,510 Compared to FY2019-20
 - Software Maintenance and Licenses
 - Decrease of \$247,115 due to Use of Multiyear Contracts
 - Funds Maintenance for 118 Software Program

Commissioner Price asked if Jim Northrup is ordering more hot spots, or other things needed for emergency purposes.

Jim North said his department will be submitting its Covid-19 relief fund budget for next year, and it does include more.

Commissioner Dorosin asked if Chair Rich could address the changes included in Phase 2.

Chair Rich said executive order (EO) 141 came out last night. She said she met with the mayors, and sent out the amended Orange County EO today. She said the EO141 does not require customer service employees to wear masks, but Orange County's order does; as well as highly recommending customers coming into shops and restaurants to wear face coverings. She said the Governor required no more than 10 unrelated people at a table, but DHHS required no more than 6, so Orange County requires only 6 as well, and 10 if you are cohabitating. She said indoor gatherings are still limited to 10 people, and outside is 25 people. She said Orange County had this language included for weddings and funerals as well, but has since removed it as there is some worship that goes on in weddings and funerals Orange County did not want to infringe on anyone's right to worship. She said Orange County's EO is still in place until June 30th.

Commissioner Bedford said many people have passed away during this season, and traditional funerals could not be held. She said she wanted to recognize these families, and express sympathy for their losses.

Commissioner Marcoplos asked if there is general consensus from local law enforcement regarding people that are unwilling to follow the executive orders.

Chair Rich said Sheriff Blackwood, EMS, and fire chiefs have been a part of the EOC from the beginning, and only one citation has been given in Orange County so far. She said local law enforcement is here to educate not arrest. She said all have worked together in excellent partnership.

A motion was made by Commissioner Price, seconded by Commissioner Marcoplos to adjourn the meeting at 8:46 p.m.

Penny Rich, Chair

Donna S. Baker
Clerk to the Board