

AGENDA
GRANVILLE COUNTY BOARD OF COMMISSIONERS



Tuesday, January 4, 2022

Call to order @ 7:00 p.m.....Chairman Tony W. Cozart
Invocation and Pledge of Allegiance.....Commissioner Russ May

Consent Agenda

1. Contingency Summary (p. 3)
2. Budget Amendment #4 for Fiscal Year 2021-2022 (p. 5)
3. Project Ordinance Amendment #4 - Law Enforcement Center and Animal Shelter Closeout (p. 10)

Introductions, Recognitions and Presentations

4. Recognition of Former Mayor Janet C. Parrott (p. 13)

Public Comments

5. Public Comments (p. 15)

Sheriff Matters

6. Review of SL 2021-138 Part VII, Requiring Psychological Screenings for Justice Officers (p. 16)

Proclamations, Resolutions and Legislative Matters for Consideration

7. Proclamations, Resolutions and Legislative Matters (p. 20)

Appointments

8. Orange Street Community Center (p. 21)
9. Granville Health System Board of Trustees (p. 22)
10. Granville County Tourism Development Authority (p. 23)

County Manager's Report

11. OSHA COVID-19 Emergency Temporary Standard (ETS) on Vaccination and Testing (p. 29)

County Attorney's Report

12. County Attorney's Report (p. 33)

Presentations by County Board Members

13. Presentations by County Board Members (p. 34)

Any Other Matters

14. Any Other Matters (p. 35)

Closed Session

15. Closed Session as Allowed by G.S. 143-318.11(a)(3) - Attorney-Client Matter (p. 36)



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: December 30, 2021
Title: Contingency Summary

RECOMMENDATION:

Finance Director recommends approval.

ATTACHMENTS:

Contingency Summary

ACTION TAKEN:

Summary of Contingency and Use of Fund Balance

Contingency Summary For FY 2021-2022 Budget January 4, 2022

Use of Contingency Summary - General Fund

General Contingency (10-9910-991):

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 180,000
9/7/2021	Fund balance of GVHD renovation project	\$ 51,000	\$ 129,000
9/7/2021	COTT Register of Deeds automation project	\$ 17,550	\$ 111,450
10/18/2021	Fire, Ambulance and Rescue consulting services	\$ 60,000	\$ 51,450
1/4/2022	Supplies and credit card processing fees for Parks and Grounds department	\$ 29,000	\$ 22,450
1/4/2022	Adjustment to Workers Comp premium due to audit adjustment	\$ 8,450	\$ 14,000

Environmental Disaster Contingency (10-9910-993):

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 10,000

School Bond D/S Contingency (10-9910-994):

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 100,000
9/7/2021	Fund replacing fire alarm system an Butner/Stem Elementary, BoCC approved 7/6/21	\$ 100,000	\$ -

Use of Fund Balance Summary - General Fund

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 5,645,236
9/7/2021	Roll over unexpended FY 21 Reach grant funds	\$ 15,000	\$ 5,660,236
9/7/2021	Adjust 4H Best funding per initial funding agreement	\$ (58,237)	\$ 5,601,999
9/7/2021	Adjust funding for FY 22 JCPC programs per PDS funding plan	\$ (20,876)	\$ 5,581,122
9/7/2021	Carry forward unexpended funds from FY 21 GVHD project	\$ 379,000	\$ 5,960,122
9/7/2021	Carry forward from FY 21 Engineering services for Triangle North	\$ 40,000	\$ 6,000,122
9/7/2021	Debtbooks lease accounting software for Finance	\$ 9,750	\$ 6,009,872
9/7/2021	Carry forward from FY 21 funding for County 275 Anniversary book	\$ 6,000	\$ 6,015,872
9/7/2021	Additional fee to cover total FY 22 W/C fee from NCACC	\$ 44,000	\$ 6,059,872
9/7/2021	Carry forward from FY 21 Engineering services for Triangle North	\$ 10,496	\$ 6,070,368
9/7/2021	Replace vehicle for Emergency Management. Should have been in Ordinance	\$ 30,000	\$ 6,100,368
9/7/2021	Fire Department stipend.	\$ 39,720	\$ 6,140,088
10/18/2021	Purchase replacement radios	\$ 575,000	\$ 6,715,088
10/18/2021	Parks and Grounds administrative position - 9 months	\$ 43,350	\$ 6,758,438
10/18/2021	Stovall property for future Senio Services North building	\$ 92,570	\$ 6,851,008
10/18/2021	Fund \$200,000 match for the \$400,000 One NC Fund Grant for Carolina Coops	\$ 200,000	\$ 7,051,008
12/6/2021	Animal Control Officer starting 1/16/2022	\$ 47,638	\$ 7,098,646
12/6/2021	Two Telecommunications Officers starting 1/16/2022	\$ 50,143	\$ 7,148,789
12/6/2021	carry over FY 21 Supplemental Grant Expense balance and 2020 EMPG grant	\$ 73,182	\$ 7,221,971
1/4/2022	Adjust annual inmate housing revenue	\$ (597,560)	\$ 6,624,411
1/4/2022	Additional construction adm/project expenditures for balance of FY 22	\$ 70,000	\$ 6,694,411
1/4/2022	Fund O/T and additional expenditures for Sheriff's dept	\$ 41,000	\$ 6,735,411
1/4/2022	Fund O/T and additional expenditures for Detention Center	\$ 23,000	\$ 6,758,411
1/4/2022	Stovall Senior Center land purchase	\$ 81,071	\$ 6,839,482
1/4/2022	Transfer funds from LEC construction Fund (Fund 48)	\$ (2,318,548)	\$ 4,520,934



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: December 30, 2021
Title: **Budget Amendment #4 for Fiscal Year 2021-2022**

RECOMMENDATION:

Finance Director recommends approval.

ATTACHMENTS:

BA #4 - 1-4-22

ACTION TAKEN:

Budget Amendment #4
1/4/2022

Be it ordained, the FY 2021-2022 Annual Budget Ordinance is hereby amended as follows:

GENERAL FUND

Expenditures: Increase/(Decrease)

General Government

Register of Deeds	14,000
General Services	28,000

Public Safety

Sheriff's Department	125,970
Detention Center	89,668
Fire Services	76,500

Community Services

Jonesland Park Operation	29,000
Construction Administration &	35,000
Construction Projects	35,000

Human Services

Social Services	163,731
HCCBG & Transportation	80,271

Area Projects and Other Appropriations

Non-Departmental	(113,117)
Pass Thru Funds and Transfers	95,883

Contributions to Other Funds

Contingencies	(37,450)
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Total Expenditures

631,456

Revenues: Increase/(Decrease)

Licenses, Fees & Other Revenue	597,560
Restricted and Intergovernmental	416,385
Appropriated Fund Balance	(382,489)

Total Revenues

631,456

Budget Amendment #4

(For reference only)

Balance

General Fund/Administration

Expenditures: Increase/ (Decrease)

10-	4120	381	Computer Services	\$10,000	\$10,050
10-	8540	120	Available for Grant Match	(\$10,000)	\$40,000

Description : Fund eCivis software.

General Fund/Revenues

Revenues: Increase/(Decrease)

10-	3432	210	DoJ _ Housing & Trans Fed. Inmates	\$1,200,000	\$1,284,960
10-	3432	220	Out of County Inmate Housing	\$16,000	\$16,000
10-	3432	420	Boarding - State & Federal Prison - SMPC	(\$618,440)	\$110,000
10-	3990	991	Appropriated Fund Balance	(\$597,560)	\$6,624,411

Description : Adjust projection of annual inmate housing revenue by category.

General Fund/DSS

Expenditures: Increase/ (Decrease)

10-	5300	613	Independent Living - LINKS	(\$895)	\$6,105
10-	5300	639	LIHWAP	\$95,366	\$95,366

10-	5300	650	LIEAP	\$53,472	\$282,250
Revenues: Increase/ (Decrease)					
10-	3538	332	Public Assistance	\$147,943	\$310,015

Description : Update energy public assistance (DSS Budget Amendment #2).

General Fund/Construction Administration

Expenditures: Increase/ (Decrease)					
10-	4250	581	Roofing Projects	\$35,000	\$100,000
10-	4251	401	Expo Center Genral Projects	\$5,000	\$43,000
10-	4251	801	Triangle North Road Road	\$10,000	\$70,000
10-	4251	810	GVHD Rennovation	\$20,000	\$480,000
Revenues: Increase/ (Decrease)					
10-	3990	991	Appropriated Fund Balance	\$70,000	\$6,694,411

Description : Fund additional construction expenditures anticipated for the balance of the fiscal year.

General Fund/Sheriff's Department

Expenditures: Increase/ (Decrease)					
10-	4310	122	Overtime	\$20,000	\$80,000
10-	4310	123	Separation Allowance	\$43,000	\$99,000
10-	4310	126	Court Personnel	\$18,000	\$65,000
10-	4310	181	FICA	\$1,530	\$284,557
10-	4310	183	Retirement	\$2,440	\$32,537
10-	4310	353	R&M - Vehicles	\$20,000	\$80,000
10-	4310	354	Contract Services	\$19,000	\$60,000
10-	4310	359	Dues and Subscriptions	\$2,000	\$6,500
10-	8540	113	Performance Based Adjustment	(\$84,970)	\$265,030
Revenues: Increase/ (Decrease)					
10-	3990	991	Approp Fund Balance	\$41,000	\$6,735,411

Description : to fund higher than anticipated overtime and additional operating expenses for the Sheriff's department.

General Fund/Detention Center

Expenditures: Increase/ (Decrease)					
10-	4320	122	Overtime	\$56,000	\$112,000
10-	4320	181	FICA	\$4,284	\$287,311
10-	4320	183	Retirement	\$6,384	\$36,481
10-	4320	199	Service Contract	\$10,000	\$83,000
10-	4320	213	Inmate Clothing/Supplies	\$10,000	\$25,000
10-	4320	398	Professional Services	\$3,000	\$6,000
10-	8540	113	Performance Based Adjustment	(\$66,668)	\$198,362
Revenues: Increase/ (Decrease)					
10-	3990	991	Approp Fund Balance	\$23,000	\$6,758,411

Description : Fund higher than anticipated overtime and operating expenses for the Detention Center.

General Fund/Fire Services

Expenditures: Increase/ (Decrease)					
10-	4340	631	Radio Grant to Districts	\$76,500	\$1,151,500
Revenues: Increase/ (Decrease)					
10-	3434	870	Contribution from GHS for Radios	\$76,500	\$76,500

Description : Recognize the expenditure and future reimbursement of funds from Granville Health Systems for purchase of radios for GHS by the County, as approved by the Granville County BoCC on September 7, 2021.

General Fund/Parks and Grounds

Expenditures: Increase/ (Decrease)

10-	6130	260	Supplies and Materials	\$27,500	\$79,000
10-	6130	396	CivicRec CC Fees	\$1,500	\$1,500
10-	9910	991	General Contingency	(\$29,000)	\$22,450

Description : Fund higher than anticipated supplies and credit card processing fees for the Parks and Grounds department.

General Fund/Non-Departmental

Expenditures: Increase/ (Decrease)

10-	8540	101	Workers Comp	\$15,000	\$277,832
10-	9910	991	General Contingency	(\$8,450)	\$14,000
10-	8540	113	Performance Based Adjustment	(\$6,550)	\$191,812

Description : Fund the balance for Workers Comp insurance coverage adjustment due to NCACC audit adjustment.

General Fund/Non-Departmental

Expenditures: Increase/ (Decrease)

10-	8540	808	Stovall Senior Center Land Purchase	\$81,071	\$81,071
Revenues: Increase/ (Decrease)					
10-	3990	991	Appropriated Fund Balance	\$81,071	\$6,839,482

Description : Fund the purchase of land for the Stovall Senior Center from Michael Williford and William Frazier, as approved by the Granville County BoCC as of Jan 4, 2021 and May 3, 2021.

General Fund/ROAP

Expenditures: Increase/ (Decrease)

10-	5300	314	Work First Transportation (Employment)	\$15,788	\$15,788
10-	5859	505	EDTAP - Transportation Grant	\$80,271	\$80,271
10-	8580	140	KARTS / RGP Allocation	\$95,883	\$95,883

Revenues: Increase/ (Decrease)

10-	3327	333	ROAP Grant	\$191,942	\$191,942
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Description : Reflect ROAP funding allocation for FY 2022.

General Fund/Revenue

Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	(\$2,318,548)	\$4,520,934
10-	3990	048	Transfer from L.E.C. Fund	\$2,318,548	\$2,318,548

Description : To transfer funds closed out from the Law Enforcement Center construction project to the General Fund.

General Fund/General Services

Expenditures: Increase/ (Decrease)

10-	4260	126	Part Time Salaries	\$26,000	\$76,000
10-	4260	181	FICA	\$2,000	\$16,791
10-	8540	113	Performance Based Adjustment	(\$28,000)	\$163,812

Description : Fund greater than anticipated part time salaries for Facility Maintenance department.

General Fund/Non-Departmental
Expenditures: Increase/ (Decrease)

10-	4350	381	Computer Services	\$4,000	\$11,475
10-	4330	510	Capital Outlay	\$1,000	\$3,400
10-	5860	510	Capital Outlay	\$4,000	\$6,500
10-	4180	510	Capital Outlay	\$14,000	\$14,000
10-	8540	128	IT and Connectivity Service	(\$23,000)	\$52,000

Description : Fund Permitting software, as well as County- wide computer purchase from SHI as approved by the Board on 12/6/21.



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: December 30, 2021
Title: **Project Ordinance Amendment #4 - Law Enforcement Center and Animal Shelter Closeout**

PURPOSE:

To close out the Law Enforcement Center and Animal Shelter construction project.

BACKGROUND:

The construction of the new Law Enforcement Center and Animal Shelter is now complete. Any unexpended funds from the General Fund need to be returned to the General Fund.

RECOMMENDATION:

Finance Director recommends approval of Project Ordinance Amendment #4.

ATTACHMENTS:

Project Ordinance #4

ACTION TAKEN:

Capital Project Ordinance
Law Enforcement Center/Animal Shelter
(Budget Amendment # 1 during Fiscal Year 2021-2022)
(Budget Amendment # 4 for capital project ordinance)

Be it ordained, the Law Enforcement Center/Animal Shelter Project Budget Ordinance is hereby amended as follows:

Expenditures: Increase / (Decrease)

Interest on Investment	\$ 886,172	
Donations - L.E.C. Construction	\$ (521,036)	
Proceeds from Debt	\$ (2,605,000)	
Premium from Debt	\$ 2,976,409	
Total Expenditures		\$ 736,545

Revenues: Increase / (Decrease)

Building Construction	\$(1,193,100)	
Construction Reserve	\$ 2,632	
Design Fee	\$ 74,493	
Fixtures, furnishing and Equipment	\$ (364,438)	
Financing & Legal	\$ (101,589)	
Transfer to General Fund	\$ 2,318,547	
Total Revenues		\$ 736,545

(For Reference Only)

			<u>Balance</u>
Revenue Increase/ (Decrease)			
48-3831-491	Interest on Investment	\$ 886,172	\$ 886,172
48-3833-000	Donations - L.E.C. Construction	\$ (521,036)	\$ 770
48-3910-000	Proceeds from Debt	\$ (2,605,000)	\$ 26,395,000
48-3911-000	Premium from Debt	\$ 2,976,409	\$ 2,976,409
Expenditure Increase/ (Decrease)			
48-4320-581	Building Construction	\$(1,193,100)	\$ 29,555,233
48-4320-582	Construction Reserve	\$ 2,632	\$ 2,632
48-4320-583	Design Fee	\$ 74,493	\$ 2,012,864
48-4320-584	Fixtures, furnishing and Equipment	\$ (364,438)	\$ 999,368
48-4320-589	Financing & Legal	\$ (101,589)	\$ 444,698
48-9800-010	Transfer to General Fund	\$ 2,318,547	\$ 2,318,547

Description: To close out the L.E.C./Animal Shelter project.

RESTATEMENT OF BUDGET LEVELS
Capital Project Ordinance
Law Enforcement Center/Animal Shelter
(For County Auditors Reference)

Expenditures		Revenues	
Land	\$ 694,296	Donations – LEC Const	770
Building Const.	29,557,864	Proceeds from Debt	26,395,000
Design Fee	2,012,864	Premium from Debt	2,976,409
Fixtures, Furnishings & Equip.	993,368	Interest	886,172
Financing & Legal	444,698	Transfer from Gen Fund	<u>5,763,287</u>
Transfer to General Fund	<u>2,318,548</u>		
Total Expenditures	36,021,638	Total Revenues	36,021,638



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: **Recognition of Former Mayor Janet C. Parrott**

PURPOSE:

To recognize former Mayor Janet C. Parrott for her many years of public service.

ATTACHMENTS:

Proclamation - Janet C. Parrott

ACTION TAKEN:

SUE HINMAN
Chair
District 3

TONY W. COZART
Vice-Chair
District 4

ZELODIS JAY
Commissioner
District 1

DAVID T. SMITH
Commissioner
District 2



RUSS MAY
Commissioner
District 5

TIMOTHY KARAN
Commissioner
District 6

JIMMY GOOCH
Commissioner
District 7

BOARD OF COMMISSIONERS

141 Williamsboro Street
Oxford, NC 27565

Proclamation Recognizing Former Mayor Janet Currin Parrott

WHEREAS Janet Currin Parrott was elected as Mayor of the Town of Stovall in 1979 and served in dual roles as Mayor and Town Administrator for 42 consecutive years until December 2021, and is the youngest known elected female Mayor in North Carolina; and

WHEREAS Mayor Parrott worked tirelessly to advocate for the health and safety of small towns and rural areas. Her first goal was to seek funding to bring 20 plus homes from substandard to standard by seeking federal CDBG grant funds for major repairs. She was interviewed by the New York Times and World News Monitor to bring attention to the needs of rural North Carolina versus urban North Carolina; and

WHEREAS Mayor Parrott also obtained funding and administrated grants and loans to extend Stovall's water system. During the 1980s she was asked by the North Carolina League of Municipalities to speak to the State House Budget Committee to urge legislators for funding for water and sewer in North Carolina, especially rural areas, and a state bond referendum for water and sewer funds was passed the following year; and

WHEREAS after the death of a Town employee in an accident, Mayor Parrott urged citizens and other Board members to establish an ambulance service in Stovall. She worked tirelessly with others to help raise money for a building and ambulance and was a volunteer with North Granville EMS and served on that board as a charter member and as an EMT for 17 years; and

WHEREAS Mayor Parrott worked on a committee to establish a Rural Health Center for Northern Granville County and served on the board as the secretary and was a charter member; and

WHEREAS Mayor Parrott was appointed by Governor James B. "Jim" Hunt to the Department of Transportation's Citizens Advisory Board and served on numerous committees with state and county officials.

NOW, THEREFORE, BE IT PROCLAIMED, that the Granville County Board of Commissioners thanks former Mayor Janet Currin Parrott for her years of public service for the Town of Stovall and Granville County and extends its sincere congratulations and best wishes to her on her retirement.

This, the 4th day of January 2022.

Attest:

Debra A. Weary, Clerk to the Board

Tony W. Cozart, Chairman
Granville County Board of Commissioners



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: **Public Comments**

PURPOSE:

Public comments are limited to 3 minutes.

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Korena Weichel
Department: Administration
Date: December 22, 2021
Title: Review of SL 2021-138 Part VII, Requiring Psychological Screenings for Justice Officers

PURPOSE:

To advise of new psychological screening requirements for justice officers as imposed by the General Assembly in Session Law 2021-138.

BACKGROUND:

Session Law 2021-138 (Senate Bill 300) places several new requirements that are in various stages of review and implementation within the Granville County Sheriff's Office (GCSO). Many of the requirements will be achieved through the office's efforts to meet the standards for the Commission on Accreditation for Law Enforcement Agencies (CALEA) accreditation process which they plan to begin this calendar year.

In addition to requirements under review by the GCSO, the new law requires psychological screenings prior to certification or employment of justice officers beginning January 1, 2022. Anyone who currently holds a NC General Certification would be exempt from this requirement (for example, hiring someone who is actively employed with another agency). All others who seek initial certification from the Sheriff's Standards Commission along with detention officers must undergo psychological testing with the associated costs borne by Granville County.

To determine which positions within Granville County are subject to the new requirement, we reviewed the definition of justice officers as provided by NC General Statute 17E. The following excerpted definition can be found in its entirety at <https://ncdoj.gov/law-enforcement-training/sheriffs/justice-officers/>. "Justice Officer" means:

- A person who, through the special trust and confidence of the sheriff, has taken the oath of office . . . as a peace officer in the office of a sheriff. This term includes "deputy sheriffs," "reserve deputy sheriffs," and "special deputy sheriffs" but does not include clerical and support personnel not required to take an oath . . . ; or
- A person who, through the special trust and confidence of the sheriff, has been appointed as a detention officer by the sheriff; and
- A person . . . who is presented to the Commission for appointment as a telecommunicator by an employing entity other than the sheriff for the purpose of obtaining certification from the Commission as a telecommunicator.

In line with that definition, the positions within Granville County Government listed below have been identified as meeting the definition of justice officer and will require psychological screenings prior to beginning employment with Granville County in a detention officer position or in a position whereby certification from the Sheriff's Standard Commission is a condition of employment.

- **Sheriff's Office.** Any person who has been duly appointed and sworn by the sheriff and who is authorized to exercise the powers of arrest in accordance with North Carolina law.
- **Detention Center.** Any person performing responsibilities, either on a full-time, part-time, permanent, or temporary basis, which include but are not limited to the control, care, and supervision of any inmates incarcerated in a county jail or other confinement facility under the direct supervision and management of the sheriff.
- **911 Emergency Communications.** Any person performing responsibilities, either on a full-time, part-time, permanent, or temporary basis, for communication functions to include but not limited to receiving calls or dispatching for emergency and law enforcement services.

Human resources staff were provided with a proposal from The FMRT Group, a highly utilized organization among local governments that conducts psychological and medical support for safety-sensitive employers. Their proposal includes a menu of services including a conditional offer psychological evaluation at a cost of \$445 per candidate. Upon review, this cost appears to be in line with other groups performing similar evaluations; however, staff will continue to research other options to potentially reduce costs while still ensuring the County meets the legislative requirements.

To project an estimated annual cost for the new requirement, a review of turnover and hiring data was conducted for the six-month period beginning June 16 and ending December 16, 2021. For those departments identified above, a total of twenty-three employees were either hired or hired and terminated within the period. The cost to Granville County for the period would have been approximately \$10,350 resulting in a projected annual cost of \$20,700.

FUNDING:

This new legislation was unknown at the time of the Fiscal Year 2022 Budget adoption; therefore, funding is not included in the current budget. Depending on turnover and hiring numbers for the remaining six months in fiscal year 2022, an appropriation of Fund Balance may be required.

RECOMMENDATION:

Provided for informational purposes only. No action is required by the Board at this time.

ATTACHMENTS:

Session Law 2021-138, Part VII Excerpt

ACTION TAKEN:

GENERAL ASSEMBLY OF NORTH CAROLINA

SESSION LAW 2021-138

SENATE BILL 300

PART VII EXCERPT

PART VII. LAW ENFORCEMENT OFFICER ENTRY REQUIREMENTS, ONGOING REQUIREMENTS, AND CREATE A PHYSICAL FITNESS STUDY

SECTION 7.(a) G.S. 17C-6(a) reads as rewritten:

"(a) In addition to powers conferred upon the Commission elsewhere in this Article, the Commission shall have the following powers, which shall be enforceable through its rules and regulations, certification procedures, or the provisions of G.S. 17C-10:

- ...
- (2) Establish minimum educational and training standards that must be met in order to qualify for entry level employment and retention as a criminal justice officer in temporary or probationary status or in a permanent position. The standards for entry level employment shall include all of the following:

...

c. Education and training to develop knowledge and increase awareness of effective mental health and wellness strategies for criminal justice officers.

- ...
- (14) Establish minimum standards for in-service training for criminal justice officers. In-service training standards shall include all of the following:

...

c. Training to develop knowledge and increase awareness of effective mental health and wellness strategies for criminal justice officers. The standards established shall include two hours of training on this issue every three years.

...."

SECTION 7.(b) G.S. 17E-4(a) reads as rewritten:

"(a) The Commission shall have the following powers, duties, and responsibilities, which are enforceable through its rules and regulations, certification procedures, or the provisions of G.S. 17E-8 and G.S. 17E-9:

- ...
- (2) Establish minimum educational and training standards that may be met in order to qualify for entry level employment as an officer in temporary or probationary status or in a permanent position. The standards for entry level employment of officers shall include all of the following:

...

c. Education and training to develop knowledge and increase awareness of effective mental health and wellness strategies for justice officers.

- ...
- (11) Establish minimum standards for in-service training for justice officers. In-service training standards shall include all of the following:

...

c. Training to develop knowledge and increase awareness of effective mental health and wellness strategies for justice officers. The standards established shall include two hours of training on this issue every three years.

...."

SECTION 7.(c) G.S. 17C-10(c) reads as rewritten:

"(c) In addition to the requirements of subsection (b) of this section, the Commission, by rules and regulations, shall fix other qualifications for the employment, training, and retention of criminal justice officers including minimum age, education, physical and mental standards, citizenship, good moral character, experience, and such other matters as relate to the competence and reliability of persons to assume and discharge the responsibilities of criminal justice officers, and the officers. The Commission shall prescribe the means for presenting evidence of fulfillment of these requirements. The Commission shall require the administration of a psychological screening examination, including a face-to-face, in-person interview conducted by a licensed psychologist, to determine the criminal justice officer's psychological suitability to properly fulfill the responsibilities of the criminal justice officer. If face-to-face, in-person is not practicable, the face-to-face evaluation can be virtual as long as both the audio and video allow for a professional clinical evaluation in a clinical environment. The psychological screening examination shall be given (i) prior to the initial certification or (ii) prior to the criminal justice officer performing any action requiring certification by the Commission.

Where minimum educational standards are not met, yet the individual shows potential and a willingness to achieve

the standards by extra study, they may be waived by the Commission for the reasonable amount of time it will take to achieve the standards required. Such an educational waiver shall not exceed 12 months."

SECTION 7.(d) G.S. 17E-7(c) reads as rewritten:

"(c) In addition to the requirements of subsection (b) of this section, the Commission, by rules and regulations, may fix other qualifications for the employment and retention of justice officers including minimum age, education, physical and mental standards, citizenship, good moral character, experience, and such other matters as relate to the competence and reliability of persons to assume and discharge the responsibilities of the office, ~~and the office~~. The Commission shall prescribe the means for presenting evidence of fulfillment of these requirements. The Commission shall require the administration of a psychological screening examination, including a face-to-face, in-person interview conducted by a licensed psychologist, to determine the justice officer's psychological suitability to properly fulfill the responsibilities of the justice officer. If face-to-face, in-person is not practicable, the face-to-face evaluation can be virtual as long as both the audio and video allow for a professional clinical evaluation in a clinical environment. The psychological screening examination shall be given (i) prior to the initial certification or (ii) prior to the criminal justice officer performing any action requiring certification by the Commission.

Where minimum educational standards are not met, yet the individual shows potential and a willingness to achieve the standards by extra study, they may be waived by the Commission for the reasonable amount of time it will take to achieve the standards required. Upon petition from a sheriff, the Commission may grant a waiver of any provisions of this section (17E-7) for any justice officer serving that sheriff."

SECTION 7.(e) In developing the standards and training required by subsections (a) and (b) of this section, the North Carolina Criminal Justice Education and Training Standards Commission and the North Carolina Sheriffs' Education and Training Standards Commission are encouraged to adopt standards that provide training conducted by mental health professionals and through face-to-face instruction.

SECTION 7.(f) The North Carolina Criminal Justice Education and Training Standards Commission and the North Carolina Sheriffs' Education and Training Standards Commission shall regularly provide information on any statewide mental health resources specifically available to criminal justice officers or justice officers to all criminal justice agencies or departments in the State that employ officers certified by either Commission.

SECTION 7.(g) All criminal justice agencies or departments in the State that employ criminal justice officers certified by the North Carolina Criminal Justice Education and Training Standards Commission or justice officers certified by the North Carolina Sheriffs' Education and Training Standards Commission shall coordinate with the appropriate local management entity/managed care organization (LME/MCO) or prepaid health plan, as defined under

G.S. 108D-1, to make information on State and local mental health resources and programs easily available to all employees and develop policies to encourage employees to utilize the resources available.

SECTION 7.(h) The North Carolina Criminal Justice Education and Training Standards Commission and the North Carolina Sheriffs' Education and Training Standards Commission shall jointly study the benefits, if any, of requiring physical fitness testing throughout the career of a law enforcement officer, and shall also study whether that testing, if required, should be incrementally adjusted based upon the age of the law enforcement officer, and report to the Joint Legislative Oversight Committee on Justice and Public Safety no later than March 31, 2022.

SECTION 7.(i) The North Carolina Criminal Justice Education and Training Standards Commission and the North Carolina Sheriffs' Education and Training Standards Commission shall implement the requirements of subsections (a) through (d) of this section no later than January 1, 2022. The requirements of subsections (c) and (d) of this section shall apply to certifications issued and employees entering employment on or after the implementation date of those requirements.

SECTION 7.(j) Subsections (a) through (d) of this section become effective January 1, 2022, and apply to applications for law enforcement certification filed on or after that date. The remainder of this section is effective when it becomes law.



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: Proclamations, Resolutions and Legislative Matters

PURPOSE:

This item on the agenda will be used for the introduction of proclamations, resolutions, or legislative matters. It can also be used for the general discussion of related matters.

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: Orange Street Community Center

PURPOSE:

The terms Rev. Ronnie Morton (District 1 appointed by District 3) and Edward Latta (District 2) expired December 31, 2021.

BACKGROUND:

Others serving:	Larry D. Downey	District 1
	Iris Evans	District 1
	Ronnie Norwood	District 1
	Carolyn Heggie	District 1 apptd. by District 3
	Catherine Comer Jones	District 2
	Paula Jones	District 4
	Juanita Rogers	District 4
	Bonita Green	Ex-Officio

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: Granville Health System Board of Trustees

PURPOSE:

The term of Jim Blaine (District 5 appointed by District 3) expired in December.

BACKGROUND:

Others serving:

Zelodis Jay	District 1
David T. Smith	Chairman, District 2
James Lumpkins	District 2
Tony W. Cozart	Vice Chairman, District 4
Dawn Omokunde	District 4
Robert V. "Bobby" Wheeler	District 5
Timothy Karan	District 6
Dr. J. Randall Byrd	Hospital Staff Representative
Jimmy Gooch	Ex-Officio
Dr. Shane Hodge	Chief of Staff, Ex-Officio
John Snow	Ex-Officio

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: Granville County Tourism Development Authority

PURPOSE:

To make appointments/reappointments and update the Granville County Tourism Development Authority's (TDA) terms in accordance with North Carolina Session Law 2008-45.

BACKGROUND:

The terms of Harry Mills as the Economic Development Director appointee and Lauren Roberson as the Granville County Chamber of Commerce appointee need to be extended through October 2024 to comply with North Carolina Session Law 2008-45 per the attached letter. Malaikah Sandhu, owner of Best Western Inn Butner-Creedmoor, sold her hotel and resigned her position on the TDA Board. The TDA Board and Ms. Sandhu recommend the appointment of the new owner of the hotel, Tejas (TJ) Bhagat, to fill the unexpired term that ends October 2022 per the attached letter. This will leave one vacancy of a hotel/motel owner or manager on the TDA Board and they are looking to fill this position also and will bring a recommendation for this vacancy back later.

Letters for the reappointment of Alan Thornton, Oxford's appointee, and appointment of Christopher Horrigan, Creedmoor's appointee, are included for reference.

Others serving:

Korena Weichel, Assistant County Manager	Ex-Officio
Steve McNally, Finance Director	Ex-Officio
Angela Allen, Tourism Development Director	Ex-Officio
Alan Thornton	Oxford's Appointee
Christopher Horrigan	Creedmoor's Appointee
Vickie Smoak	Butner's Appointee

RECOMMENDATION:

The Tourism Development Authority is requesting the reappointment of Harry Mills, Economic Development Director, and appointment of Lauren Roberson, Granville County Chamber of Commerce Director, and appointment of Tejas "TJ" Bhagat, owner of Best Western Butner-Creedmoor, to fill the unexpired term of the previous owner of the hotel.

ATTACHMENTS:

TDA Recommendation for Economic Development and Chamber of Commerce Appointments
TDA Recommendation - Hotel/Motel Owner
Oxford's TDA Appointment Letter
Creedmoor's Appointment Letter

ACTION TAKEN:



December 17, 2021

Granville County Tourism Development Authority
Angela Allen
P O Box 820
Oxford, NC 27565

Dear County Board of Commissioners:

Two TDA Board members' terms need to be updated in accord with North Carolina Session Law 2008-45. The Granville County Economic Development Director and the Granville Chamber of Commerce Executive Director (or designee) terms need to be extended through October 2024 to comply with the legislative requirements.

The TDA Board would like to submit a recommendation for Harry Mills to serve as the Granville County Economic Development Director appointee and Lauren Roberson to serve as the Granville Chamber of Commerce appointee and for both to continue to serve the three-year term dates of October 2021 – October 2024.

We hope that you will take this recommendation into consideration and appreciate your continued support of the Granville County Tourism Development Authority.

Sincerely,

Angela P. Allen

Angela P. Allen
Executive Director,
Granville County Tourism Development Authority



October 28, 2021

Granville County Tourism Development Authority
Angela Allen
P O Box 820
Oxford, NC 27565

Dear County Board of Commissioners:

Malaikah Sandhu, owner of Best Western Inn Butner-Creedmoor, has sold her hotel and resigned her position on the TDA Board. She has recommended the new owner, Tejas(TJ) Bhagat, take her place on the board.

The TDA Board would like to submit a recommendation for Tejas (TJ) Bhagat to finish serving Malaikah Sandhu's term from November 2021 – October 2022. We feel that he will be a welcome addition to the TDA Board, and he has agreed to this term.

We hope that you will take this recommendation into consideration and appreciate your continued support of the Granville County Tourism Development Authority.

Sincerely,

Angela P. Allen

Angela P. Allen
Executive Director,
Granville County Tourism Development Authority



October 13, 2021

Angela Allen, Director
Granville County Tourism Development Authority
Hillsboro Street
Oxford, NC 27565

RE: Oxford Appointment to Granville County TDA

Dear Ms. Allen,

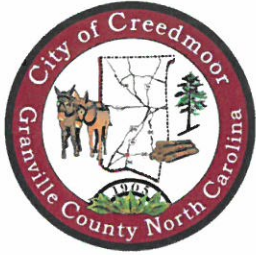
On Tuesday, October 12, 2021, the Oxford Board of Commissioners unanimously appointed City Manager, M. Alan Thornton to the Granville County Tourism Development Authority for a 3-year term, expiring October 2024.

Please let me know if you need additional information.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia Bowen".

Cynthia Bowen
City Clerk



CITY OF CREEDMOOR

P.O. BOX 765
111 MASONIC STREET
CREEDMOOR, NC 27522
WWW.CITYOFCREEDMOOR.ORG
(919) 528-3332

MAYOR

ROBERT V. WHEELER

CITY MANAGER

GERALD C. SMITH, SR.

COMMISSIONERS

KECHIA BRUSTMEYER-BROWN

GEORGANA KICINSKI

ROBERT WAY

ED MIMS

EMMA ALBRIGHT

Tuesday, December 28, 2021

Angela Allen
Granville County Tourism Development Authority Director
P.O. Box 820
Oxford, NC 27565

Granville County Board of Commissioners,

At its regular meeting held December 13th, 2021, the City of Creedmoor Board of Commissioners appointed Christopher Horrigan, Recreation Director, to a three year term (ending November 2024) as the City of Creedmoor's representative on the Granville Tourism Development Authority Board.

We are very appreciative of work by Angela Allen and the Granville Tourism Development Authority on behalf of Creedmoor and Granville County residents and business owners.

Sincerely,



Mayor Robert V. Wheeler

cc: Gerald Smith, City Manager
Christopher Horrigan, Recreation Director



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Korena Weichel
Department: Administration
Date: December 30, 2021
Title: **OSHA COVID-19 Emergency Temporary Standard (ETS) on Vaccination and Testing**

PURPOSE:

To consider adoption of a COVID-19 Vaccination and Face Covering policy in preparation for the North Carolina Department of Labor Division of Occupational Safety and Health (NC OSH) to publish standards in response to the federal OSHA COVID-19 Emergency Temporary Standard (ETS) on Vaccination and Testing which applies to large employers (100 or more employees).

BACKGROUND:

As previously reported at the December 6, 2021 County Board of Commissioners meeting, the OSHA COVID-19 Emergency Temporary Standard (ETS) on Vaccination and Testing was published in the Federal Register on November 5, 2021.¹ It was scheduled to take effect on January 4, 2022 but was blocked by a federal court. A federal appeals court lifted the block on December 17, 2021 and OSHA is now clear to begin enforcement efforts.

A draft policy developed from a template provided by OSHA was also presented at the December meeting for adoption pending court action on the vaccination-or-testing mandate. Due to uncertainties surrounding the future of the mandate, the Board requested that a policy be brought back for consideration once the court had ruled and further direction was available on how the standards would apply to North Carolina local government employers (the State Plan Agreement between federal OSHA and NC OSH requires release of state-specific standards which must be the same as or "at least as effective as" the federal standards).

Assistant County Manager Weichel and HR Director Miles held a conference call with County Attorney Jim Wrenn on Wednesday, December 29. The county attorney feels strongly that county administration and human resources should bring something back to the Board for consideration at this time, which would include, at a minimum, the less controversial items from the ETS. Attorney Wrenn stated that the County could be exposed to OSHA penalties unless we can demonstrate a good faith effort that we are working to comply with the standard.²

With the matter being heard before the Supreme Court on January 7th and with NC OSH yet to release their State Plan standards and establish compliance deadlines, county administration does not completely agree with the sense of urgency; however, we would prefer to err on the side of caution. The previously presented policy has been revised to include only the least controversial

elements which would allow the County to begin some of the required steps including determining vaccination status and establishing a means to maintain vaccination records for all employees, providing employees up to four hours of paid time to receive each vaccination dose along with reasonable time and paid sick leave to recover from any side effects experienced following a vaccination dose, and ensuring that employees who are not fully vaccinated wear a face covering when indoors or when occupying a vehicle with another person for work purposes.

If the policy is approved, once the Supreme Court rules and/or NC OSH releases its State Plan standards staff will bring back recommended policy revisions which will then comply with any remaining provisions of the ETS. Those remaining provisions are inserted below for reference.

- Develop, implement, and enforce a policy requiring employees to either get vaccinated or undergo weekly COVID-19 testing and wear a face covering at the workplace.
- Ensure that each employee who is not fully vaccinated is tested for COVID-19 at least weekly (if in the workplace at least once a week) or within 7 days before returning to work (if away from the workplace for a week or longer).

¹ The OSHA ETS applies to employers with 100 or more employees and gives them a choice to either (1) Adopt a mandatory COVID-19 vaccination policy under which all employees must be vaccinated (the only permissible exceptions are for employees with medical conditions that make vaccination contraindicated or for those with sincerely-held religious beliefs); or (2) Adopt an optional COVID-19 vaccination policy which requires vaccination or weekly COVID-19 testing and face coverings for unvaccinated employees (employers are not required to perform the testing themselves but must ensure that unvaccinated employees provide COVID-19 test results at least once every seven days and wear a face covering in the workplace). Reference 29 CFR 1910.501(d)(2).

² Federal OSHA issued the following statement on compliance: “To account for any uncertainty created by the stay, OSHA is exercising enforcement discretion with respect to the compliance dates of the ETS. To provide employers with sufficient time to come into compliance, OSHA will not issue citations for noncompliance with any requirements of the ETS before January 10 and will not issue citations for noncompliance with the standard’s testing requirements before February 9, **so long as an employer is exercising reasonable, good faith efforts to come into compliance with the standard.** OSHA will work closely with the regulated community to provide compliance assistance.”

FUNDING:

N/A

RECOMMENDATION:

Pending Board review and discussion.

ATTACHMENTS:

COVID-19 Vaccination and Face Covering Policy (DRAFT)

ACTION TAKEN:

Granville County

COVID-19 VACCINATION AND FACE COVERING POLICY

Select Requirements Derived from the
OSHA COVID-19 Emergency Temporary Standard (ETS) on Vaccination and Testing
Adopted Month DD, YYYY

SECTION 1: PURPOSE OF POLICY

Studies have shown that the COVID-19 vaccination is a vital tool to significantly reduce the presence and severity of COVID-19 cases in the workplace, community, and across the nation. Employees are encouraged to receive a COVID-19 vaccination to protect themselves and other employees; however, if an employee chooses not to be vaccinated, this policy has been developed to minimize the risk of COVID-19 transmission in the workplace. This policy complies with select elements of OSHA's Emergency Temporary Standard (ETS) on Vaccination and Testing (29 CFR 1910.501).

SECTION 2: SCOPE OF POLICY

This vaccination and face-covering usage policy applies to all Granville County employees. While employees are encouraged to be fully vaccinated against COVID-19, those who are not fully vaccinated will be required to wear a face covering in the workplace.

Employees are required to fully comply with the provisions of this policy as a condition of employment with Granville County. Employees failing to comply with the requirements as set forth herein by the effective date established by the North Carolina Department of Labor Division of Occupational Safety and Health (NC OSH) will be subject to disciplinary action up to and including termination of employment.

All employees are required to report their vaccination status and proof of vaccination to Human Resources by the effective date established by NC OSH. Employees may request an exemption from vaccination requirements (if applicable) for a bona fide religious reason or if the vaccine is medically contraindicated for them or if a medical necessity requires a delay in vaccination. Employees also may be legally entitled to a reasonable accommodation if they cannot be vaccinated and/or wear a face covering (as otherwise required by this policy) because of a disability, or if the provisions herein conflict with a sincerely held religious belief, practice, or observance. All such requests will be handled in accordance with applicable laws and regulations. Requests should be submitted in writing to Human Resources along with supporting documentation from your medical physician or your religious leader with evidence of your affiliation.

SECTION 3: PROCEDURES

Any Granville County employee that is currently vaccinated or chooses to be vaccinated against COVID-19 should be fully vaccinated no later than the effective date established by NC OSH.

Employees are considered fully vaccinated two weeks after receiving the requisite number of doses of a COVID-19 vaccine. Employees are considered partially vaccinated if they have received only one dose of a two-dose vaccine. Any Granville County employee not fully vaccinated by the effective date established by NC OSH will be subject to the face-covering requirements of this policy.

Vaccinated Employees

All fully or partially-vaccinated employees are required to provide proof of COVID-19 vaccination status to Human Resources through the employee portal provided by the County's payroll software provider. Acceptable proof of vaccination status includes any of the following:

1. The record of immunization from a health care provider or pharmacy;
2. COVID-19 Vaccination Record Card;
3. Medical records documenting the vaccination;
4. Immunization records from public health, state, or tribal immunization information system; or

5. Any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine(s).

Electronic records of employees' vaccination status will be ascribed confidential status with access restricted to Human Resources personnel only. Printed records of employees' vaccination status will be maintained in a confidential file separate from the employee's personnel file in the Human Resources office.

Unvaccinated Employees

All unvaccinated employees must inform Human Resources of their vaccination status and submit one of the following statements by the effective date established by NC OSH:

1. "I am currently unvaccinated but am planning to receive the COVID-19 vaccination by ____ (date)"; or
2. "I am currently unvaccinated and am not planning to receive the COVID-19 vaccination"

SECTION 4: FACE COVERING

Employees who are not fully vaccinated as of the effective date established by NC OSH will be required to wear a face-covering over the nose and mouth when indoors and when occupying a vehicle with another person for work purposes.

The following are exceptions to face covering requirements:

1. When an employee is alone in a room with floor-to-ceiling walls and a closed door.
2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
3. Where Granville County has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee's mouth for reasons related to their job duties, when the work requires the use of the employee's uncovered mouth, or when the use of a face-covering presents a risk of serious injury or death to the employee).

SECTION 5: EMPLOYEE NOTIFICATION OF COVID-19 AND REMOVAL FROM THE WORKPLACE

If an employee tests positive for COVID-19 or is diagnosed with COVID-19 by a licensed healthcare provider, Granville County requires employees to promptly notify their department head or supervisor who will ensure that the employee is immediately removed from the workplace.

Granville County department heads and supervisors shall follow procedures regarding the employee being away from work and when they may return to work as established in the *Granville County COVID-19 Standard Operating Procedures* (revised December 30, 2021 with the latest CDC guidance).

SECTION 6: COMPENSATION

Employees will be permitted up to four hours of paid time-off per dose to receive the vaccination. Any additional time requested will be granted, if reasonable, but will not be paid; however, in that situation the employee can elect to use accrued leave (e.g., sick leave) to cover the additional time. If an employee is vaccinated outside of their approved duty time they will not be compensated.

Employees may utilize up to two workdays of sick leave immediately following each dose if they have side effects from the COVID-19 vaccination that prevent them from working. Employees who have no sick leave available will be granted up to two days of additional sick leave immediately following each dose if necessary.

A request to use sick leave or to be granted up to two additional days of sick leave due to side effects from the COVID-19 vaccine should be made to the department head or supervisor.

SECTION 7: NEW HIRES

Effective with the adoption date of this policy, all employees hired on or after the adoption date are required to provide proof of COVID-19 vaccination status as outlined herein. Potential candidates for employment will be notified of the requirements of this policy prior to an offer of employment being extended.



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: **County Attorney's Report**

PURPOSE:

Any matters as needed by the County Attorney.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: **Presentations by County Board Members**

PURPOSE:

Board members will make comments.

- Commissioner Smith
- Commissioner Hinman
- Commissioner May
- Commissioner Karan
- Commissioner Gooch
- Commissioner Jay
- Chairman Cozart

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 30, 2021
Title: **Any Other Matters**

PURPOSE:

Any other matters as needed.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 28, 2021
Title: **Closed Session as Allowed by G.S. 143-318.11(a)(3) - Attorney-Client Matter**

PURPOSE:

To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

ACTION TAKEN: