

CUMBERLAND COUNTY FINANCE COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
OCTOBER 5, 2017 – 9:30 AM
REGULAR MEETING MINUTES

MEMBERS PRESENT: Commissioner Marshall Faircloth, Chairman
 Commissioner Jeannette Council
 Commissioner Jimmy Keefe

OTHERS: Melissa Cardinali, Assistant County Manager
 Tracy Jackson, Assistant County Manager
 Duane Holder, Assistant County Manager
 Rick Moorefield, County Attorney
 Deborah Shaw, Budget Analyst
 Heather Harris, Budget Analyst
 Ivonne Mendez, Accounting Supervisor
 Tammy Gillis, Director of Internal Audit and Wellness Services
 Jeffrey Brown, Engineering and Infrastructure Director
 Nedra Rodriquez, Workforce Development Director
 Geneve Mankel, Communications and Outreach Coordinator
 Candice H. White, Clerk to the Board

Commissioner Faircloth called the meeting to order.

1. APPROVAL OF MINUTES – SEPTEMBER 7, 2017 REGULAR MEETING OF
FINANCE/AUDIT COMMITTEE

MOTION: Commissioner Keefe moved to approve the minutes of the September 7, 2017
 regular meeting of the Finance Committee.
SECOND: Commissioner Council
VOTE: UNANIMOUS (3-0)

2. CONSIDERATION OF REQUEST TO AMEND THE CONTRACT WITH RESCARE
FOR WORKFORCE SERVICES

BACKGROUND:

Cumberland County receives annual funding from the state to provide workforce development services through the Workforce Innovation & Opportunity Act (WIOA). These services are contracted to ResCare Workforce Services, who participate as an integrated team-member at the Cumberland County NCWorks Career Center. The current contract period ends November 30, 2017. The Workforce Development Board voted to extend the current contract through June 30, 2018 and to award additional funds of \$1,680,414 which is broken down further into smaller amounts as follows: \$357,423 for Adult Services, \$493,853 for Dislocated Worker Services, \$468,363 for National Dislocated Worker Services, \$90,194 for In-School Youth Services, and

\$270,581 for Out-of-School Youth Services. These funds are necessary to continue the existing services provided by ResCare Workforce Services through the end of the contract period.

RECOMMENDATION/PROPOSED ACTION:

The Workforce Development Board and staff recommend approval of extension of the contract through June 30, 2018 with an additional \$1,680,414 to ResCare Workforce Services for all program areas (i.e., Adult, Dislocated Worker, In-School Youth, and Out-of-School) and to authorize the County Manager to execute the contract amendment.

Nedra Rodriquez, Workforce Development Director, reviewed the background information recorded above. Ms. Rodriquez stated the request is to extend the current service provider for the adult dislocated worker and youth program to June 30, 2018 and to add \$1.6 million to the contract to provide those services. Ms. Rodriquez also stated the contract as approved November 7, 2016 contained a clause that the contract could be extended for two additional one year periods with this request being for the first extension. Commissioner Faircloth asked whether the funds had been budgeted or represented new money. Ms. Rodriquez stated the funds were budgeted.

MOTION: Commissioner Council move to approve extension of the contract through June 30, 2018 with an additional \$1,680,414 to ResCare Workforce Services for all program areas and to authorize the County Manager to execute the contract amendment.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (3-0)

3. CONSIDERATION OF AN INTERLOCAL AGREEMENT BETWEEN CUMBERLAND COUNTY AND THE CITY OF FAYETTEVILLE TO ADDRESS HOMELESSNESS

BACKGROUND:

The City of Fayetteville through its Community Development Director, Victor Sharpe, is requesting consideration of an interlocal agreement to address homelessness. The agreement calls for the following:

1. Provide community-wide programs and services to address homelessness
2. Formation of a Homeless Committee that will meet regularly and develop strategies to address homelessness
3. Continue joint funding of a Homeless Management Information System (HMIS) Data and Evaluation Analyst which shall be an employee of the County, and associated programs and services

RECOMMENDATION/PROPOSED ACTION:

Staff recommends approval to move this on to the full Board of Commissioners as a regular item of business at a future meeting.

NORTH CAROLINA

**INTERLOCAL AGREEMENT BETWEEN
CUMBERLAND COUNTY AND THE CITY**

CUMBERLAND COUNTY

OF FAYETTEVILLE TO ADDRESS HOMELESSNESS

Approved by the Cumberland County Board of Commissioners _____

Approved by the Fayetteville City Council _____

This interlocal agreement is made pursuant to Article 20, Chapter 160A of the General Statutes of North Carolina by and between Cumberland County, a body corporate and politic and a political subdivision of the State of North Carolina, and the City of Fayetteville, a municipal corporation existing under the laws of the State of North Carolina.

WITNESSETH:

Whereas, the parties have funded programs and services to address homelessness by their respective community development agencies for a number of years; and

Whereas, the parties desire to establish a partnership that addresses homelessness through the formation of an advisory committee, appropriate programs and services, and the hiring of a Data & Evaluation Analyst, to be jointly funded by the parties and assigned to the Cumberland County Community Development Department.

Now therefore, in consideration of the mutual covenants set forth herein, and pursuant to the specific authority granted to them by Article 20, Chapter 160A of the General Statutes of North Carolina, the parties agree as follows:

- (1) The purpose of this agreement is for the parties to jointly undertake the provision of community-wide programs and services that address homelessness.
- (2) The duration of the agreement shall be for so long as the parties maintain the aforementioned personnel for the purpose of providing programs and services to address homelessness (the “undertaking”).
- (3) A Homeless Committee consisting of a member of City Council, a member of the County Commissioners, an Assistant County Manager, Governmental Affairs Officer, Deputy City Manager, Chairman of the Cumberland County Continuum of Care (CoC), City and County Community Development Directors, and the Data & Evaluation Analyst will meet regularly to

coordinate and develop strategies to address homelessness through community-wide programs and services.

(4) The Data & Evaluation Analyst shall be an employee of Cumberland County and shall report to the Community Development Director for Cumberland County.

(5) The parties will jointly fund the Data & Evaluation Analyst and associated programs and services in a sufficient amount to cover all the costs incurred by it necessary to the execution of the undertaking in accordance as budgeted and approved by the parties.

(6) This agreement may be amended at any time by the execution of an amendment approved by the governing boards of both parties.

(7) This agreement may be terminated at the end of any fiscal year by the vote of either governing board with written notice of such termination being given to the other governing board at least sixty (60) days prior to the date of termination.

This interlocal agreement has been approved by the governing board of each party and entered into the minutes of the meeting at which such action was taken as indicated above.

Tracy Jackson, Assistant County Manager, reviewed the background information recorded above and stated communication with Community Development Director Victor Sharpe indicates the Fayetteville City Council is wanting to move forward with an agreement. Mr. Jackson stated the agreement changes; initially there were funding stipulations and specific actions being sought by the City. Mr. Jackson stated the agreement now appears to be more straightforward in terms of continued cost sharing for a Data Analyst to look at the HMIS and to move forward in more of a partnership to discuss and address homeless issues.

Commissioner Keefe stated he felt this would be appropriate for discussion by the Fayetteville Cumberland County Liaison Committee before coming to the full Board. In response to a question posed by Commissioner Faircloth, Melissa Cardinali, Assistant County Manager, confirmed the county has put \$100,000 into the operating budget each year. Mr. Jackson stated the cost for the employee is shared. Commissioner Keefe asked what had been accomplished other than putting the Data Analyst in place. Mr. Jackson stated as the City and County Community Development departments work together and as they see needs, they attempt to address the needs with funding that is available. Commissioner Keefe asked whether there was a long-term plan. Mr. Jackson stated it is currently short-term and the consideration is whether the City and County are ready to move forward with a different arrangement. Discussion followed. Commissioner Keefe stated even if this comes before the full Board, he wants it to go the Fayetteville Cumberland County Liaison Committee. Commissioner Faircloth stated he felt the agreement should move forward to the full Board at the October 16 meeting; should it not pass, it can be referred to the Fayetteville Cumberland County Liaison Committee; if it does pass, at least there will be an agreement that can be tweaked later as desired.

4. MONTHLY FINANCIAL REPORT

BACKGROUND:

Finance staff continue to work toward closing fiscal year 2017 and audit work completion. The presentation of the comprehensive annual financial report (CAFR) is expected to occur during the December 18, 2017 Board meeting.

The most recent financial data for fiscal year 2017 shows very similar results as compared with the monthly report for the 13th period provided during the September Finance Committee meeting. As a note, sales tax did come in about a half million dollars above budget, or 1.2 percent above budget.

RECOMMENDATION/PROPOSED ACTION:

No action needed – for information purposes only.

Ms. Cardinali reviewed the background information recorded above and stated there is really not much change from the prior month's report. Ms. Cardinali stated property tax did not change much from the last report and although the expenditure side is not yet known, a complete report is expected to be provided at the December 18, 2017 Board meeting.

5. MONTHLY HEALTH INSURANCE REPORT

BACKGROUND:

Only two months into Fiscal Year 2018, health insurance claims are relatively flat. The average monthly claims are trending about 4% below Fiscal Year 2017.

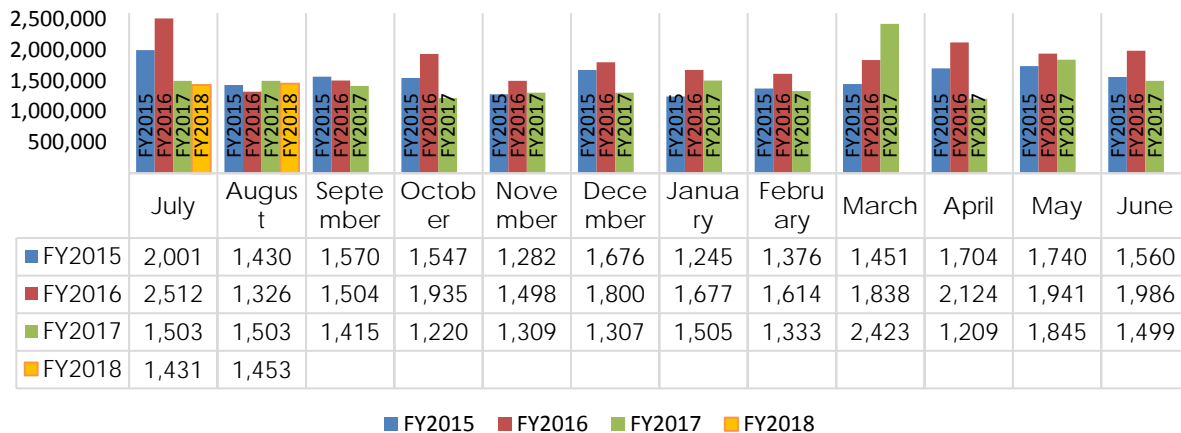
The graphs recorded below are provided as an aid to the analysis.

RECOMMENDATION/PROPOSED ACTION:

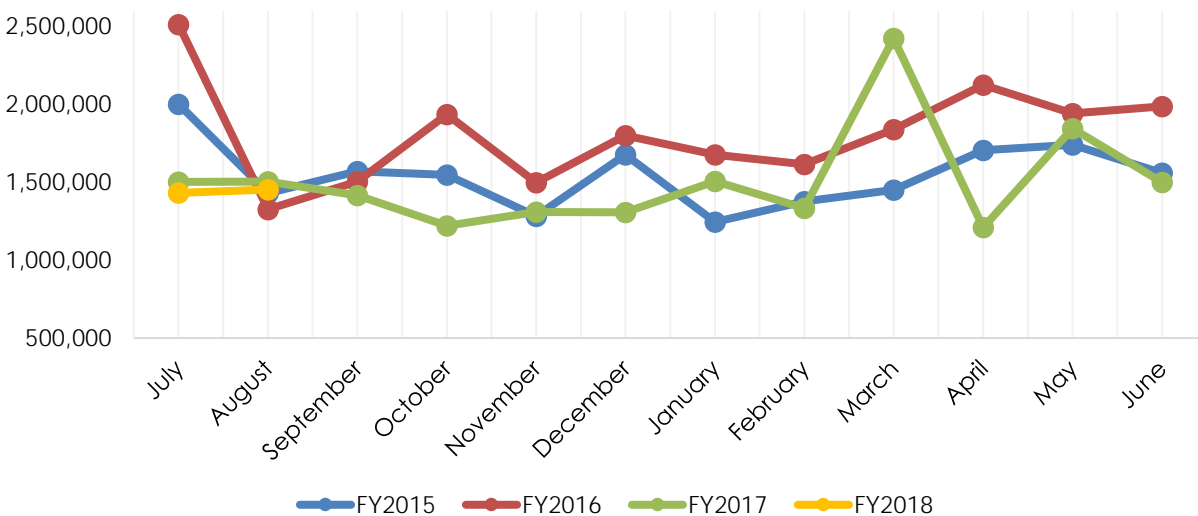
No action needed – for information only.

Ms. Cardinali briefly reviewed the graphs recorded below depicting monthly insurance claims for FY15 – FY 18 and stated July and August claims activity is basically a flat line which is good news when considering past claims activity. Ms. Cardinali stated this reporting is still a work in progress and the goal for the October or first quarter is to broaden the view of the health insurance fund.

Monthly Insurance Claims FY15- FY18



Monthly Insurance Claims FY15 - FY18



Tammy Gillis, Director of Internal Audit and Wellness Services, stated the Weight Watchers at Work Program that began June, 2016 reported for the fifteen-month period that employees lost a collective total of 4,700 pounds with an average loss per person of 30 pounds. Ms. Gillis stated some employees have lost as much as 100 pounds and at least 50 employees have participated in all sessions and are still working on their weight loss. Ms. Gillis stated some employees have reported a decrease in blood pressure and cholesterol numbers and a lot have been able to come off their medication. Ms. Gillis stated this has been a very successful program and thanked the Board for allowing the program to continue.

6. OTHER ITEMS OF BUSINESS

Commissioner Keefe referenced a recent newspaper article about the school funding agreement and asked staff to compile up-to-date numbers for enrollment, expenses, administration and county and state participation. Commissioner Faircloth stated school funding will be the Finance Committee's November agenda. In response to a question, Ms. Cardinali stated four years ago the agreement was approved in the February timeframe so it was in place prior to both entities beginning their respective budget processes. A brief discussion followed.

There being no further business, the meeting adjourned at 10:11 a.m.