

**THE BOARD OF COUNTY COMMISSIONERS  
DURHAM, NORTH CAROLINA**

Wednesday, May 27, 2020

9:00 A.M. Virtual Budget Work Session

**MINUTES**

Place: Commissioners' Chambers, second floor, Durham County Government  
Administrative Complex, 200 E. Main Street, Durham, NC

Present: Chair Wendy Jacobs, Vice Chair James Hill, and Commissioners Heidi Carter,  
Brenda Howerton and Ellen Reckhow

Presider: Chair Wendy Jacobs

**Discussion Items**

**20-0239 Sheriff Department Budget Discussion**

Sheriff Clarence Birkhead presented the Sheriff Department's FY 2020-2021 Recommended Budget to the Board. It included a request for the following 12 reclassifications: three Records Assistants, two Telecommunicators, one Detention Intel Staff Sergeant, one Detention Mental Health Sergeant, one Inventory Management Clerk, one Paralegal, and three Administrative Support Assistants.

The Board discussed their concerns regarding the County's decreasing revenues and increasing community needs. Sheriff Birkhead noted his request for a reclassification resulted in a net budget reduction of slightly over \$23,000.

Discussion was held regarding the Detention Center mental health pod.

Sheriff Birkhead stated that the Detention Intel Staff Sergeant would satisfy the new procedure requirements which resulted from past deaths in the Detention Center.

The Board discussed the past requests for data (e.g. number of people in the Detention Center, crime data) and how often it could be provided. Sheriff Birkhead discussed the IS&T Department's work to put together an alpha list to meet the request for a demographic breakdown of who was currently incarcerated. He believed it made sense for the crime data to be provided to the Board on a quarterly basis.

**Directive: Sheriff Birkhead to provide the Board with:**

- **A list of the 12 reclassification positions ranked according to priority within the next week**
- **The number of employees currently in the requested 12 positions**

### **20-0240 Department of Social Services Discussion**

Ben Rose, Department of Social Services Director, presented the Department of Social Services FY 2020-2021 Recommended Budget and request. Mr. Rose discussed the unprecedented times the County was facing financially and workload wise due to the pandemic.

Mr. Rose answered questions regarding economic service areas, employees working from home, child support enforcement, DSS's ability to fill vacant positions, the possibility of delaying Phase 3 until the next fiscal year, and how many positions could remain work-from-home positions (which were primarily intake positions).

**Directive: Keith Lane to provide the Board with the document created by Ben Rose which calculated the fiscal cost for enacting Phases 1 and 2 during the current fiscal year and postponing Phase 3 until the next fiscal year.**

### **20-0241 CARES Funding Discussion**

General Manager Jodi Miller presented the Board with the Coronavirus Aid Relief and Economic Security (CARES) Act Relief and the proposed Durham County Coronavirus Relief Fund (CRF) Plan.

Chair Jacobs announced that this meeting would end in 15 minutes and proposed the continuation of this discussion at the Thursday, May 28<sup>th</sup> Virtual Budget Work Session. She requested the Board spend the final 15 minutes asking for any information they needed to continue this conversation on Thursday.

Ms. Miller, Jim Groves, Office of Emergency Services Director, and Susan Tezai, Chief Financial Officer, addressed questions regarding the County's expenditures to date and reimbursements.

Ms. Miller noted the short time period staff had to gather information for the numerous questions and requests made by the Board. She stated they would try their best to provide as much information as possible for the Board's deliberations.

**Directive: Staff to provide the Board with the following:**

- **Information on the tax assistance program and the memo staff had related to it**
- **Information on the U.S. Department of Transportation's (USDOT) announcement of \$3 million in small business contracts as well as information regarding what the City's program was and how the County could participate in it**
- **Information regarding a bill for \$2 million for rental assistance, utilities, and housing counseling**
- **Guidance on the best approach in terms of the County's basic expenditures versus other expenditures**
- **Information and an itemized list of categories about how the County's expenditures were going to be covered (the Board assumed it would be a combination of county funds, FEMA funding, CARES Act funding, etc.)**
- **Information regarding the criteria for the 10% hazard pay and how many employees qualified for it**

- **Information regarding the effects of Category 4 as related to housing (this was a potentially looming crisis related to homelessness)**
- **Clarification regarding whether the County could use grants (the wording for Category 5 Economic Assistance referenced grants)**
- **Information regarding the benefits projected to occur in the House Bill Keith Lane shared with the Board**

**Adjournment**

The meeting adjourned at 12:05 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tania De Los Santos", written over a light gray rectangular background.

*Tania De Los Santos*  
*Administrative Assistant*