

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

Tuesday, January 3, 2023

9:00 A.M. Hybrid Work Session

**MINUTES**

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

Present: Chair Brenda Howerton, Vice Chair Wendy Jacobs, and Commissioners Nida  
Allam, Nimasheena Burns, and Heidi Carter

Presider: Chair Brenda Howerton

**Ceremonial Items**

**23-0010 Swearing in of the New County Attorney - Alan Andrews**

Chair Howerton, introduced Chief District Court Judge Clayton Jones to swear in the new  
Durham County Attorney Alan A. Andrews.

Al Andrews, County Attorney, thanked the Board for honoring him with the position. He added  
serious work needed to be done and he looked forward to working with his new team to ensure it  
gets done.

The Board welcomed and expressed gratitude to the County Attorney Andrews.

**Citizen Comments**

The Board of County Commissioners provided a 30-minute comment period to allow Durham  
County citizens an opportunity to speak. Citizens were given the option to deliver their Citizen  
Comments in-person or virtually via email to the Clerk no later than Sunday, November 6th at 12  
noon.

Clerk to the Board Monica Wallace announced that no one was signed up to speak in-person, no  
emails were received, and no virtual attendees used the "raised hand" feature to speak through  
the video call.

**Consent Agenda**

The Board was requested to review the following Consent Agenda items for the January Regular  
Session.

**22-0737 Budget Amendment No.23BCC00054 and Capital Project Amendment  
No.23CPA00013 Appropriating \$349,810.00 of Sewer Utility Enterprise Fund's Unspent  
Restricted System Development Fee Funds and Transferring Those Funds to the HUB RTP  
Sanitary Sewer and Reclaimed Water Extension Project (SE058) to Cover the Cost of  
System Improvements and Project Cost Increases, as well as Authorize the County**

**Manager to Execute a Contract Change Order with Pipeline Utilities, Inc., Increasing the Contract by \$349,810.00**

Vice-Chair Jacobs commended the proactive work staff did for the project. She stated funds would be saved by leveraging the County RTP investment.

**23-0000 Budget Ordinance Amendment No. 23BCC00056 for the Department of Social Services to Appropriate Unrestricted General Fund Fund Balance in the Amount of \$5,693,238 to Fund the Emergency Rental Assistance Program (ERAP 2.0) for Durham County to Provide Emergency Rental Assistance Payments on Behalf of the Department of Treasury**

County Manager Sowell, clarified that funds would be reimbursed federally, unless staff requested additional funds from the Board. Kelly Inman, Department of Social Service, added federal funds were spent through the initial application process and any unspent funds were to be used by September 2025, solely for the purpose of direct living expenses.

There were no questions regarding the items below:

**22-0688 Budget Ordinance Amendment No. 23BCC00053 Public Health to Recognize \$12,500 from the North Carolina Department of Health and Human Services Division of Public Health for Tobacco Prevention**

**22-0735 Nonprofit Grant Agreement Approval of \$42,000 for Durham Congregations in Action to Operate a Food Security Microgrant Program**

**23-0005 Budget Ordinance Amendment No. 23BCC00055 to Recognize \$225,000 in Environmental Enhancement Grant Program Revenue for the Neal Middle School Bioretention Project**

**23-0006 Amendment to the Interlocal Agreement Between the City of Durham, Orange County, and Durham County Regarding Cost Sharing for the Transit Plan Governance Study**

**23-0007 Thirumala Restaurant Lease Amendment**

**23-0008 Interlocal Agreement for the 2022 Edward Byrne Justice Assistance Grant with the County of Durham and the City of Durham**

**23-0012 Contract Amendment for Gaines Oil Company for Utilities Division**

**Discussion Items**

**22-0731 Annual Reporting Update from Made in Durham**

The Board was requested to receive a presentation on annual reporting from Made in Durham. The presentation included updates on current initiatives like the BULLS Academy, the Opportunity Youth Collaborative (OYC), and ncIMPACT/MyFutureNC.

The goals of the BULLS Academy - Life Sciences were to align, strengthen and scale the current systems that supported Durham residents in obtaining a life science credential and career that

provided higher incomes essential to their ability to create wealth, while creating and scaling a dedicated track that provides Durham young adults with transformational opportunities.

The OYC supported opportunity youth organizations to create a continuum of care to support students to attain a high school degree, postsecondary credential and career while also building capacity of Opportunity Youth organizations to align their collective efforts. The vision of ncIMPACT was to create a stronger, economically competitive, and prosperous North Carolina with opportunity for all by having 2 million 25-44-year-olds complete a high-quality credential or postsecondary degree.

David Dobson, Program & Development Committee Chair, Made in Durham, stated work existed to change the way Durham operated by connecting citizens to different opportunities. He added new discoveries were being made on success factors like; *success coaches, stipends, wrap-around services, and community engagement* and hoped the committee would be allowed to come back and show the factors that should be present in the workforce. Mr. Dobson, also agreed to pitching the idea of recruiting within the community to place residents in hard to fill vacancies.

Dominque Oliver, Director of Systems & Initiatives, Made in Durham, expressed that work was being done in tandem with Durham Public Schools to build a productive system to be able to thoroughly engage with youth and citizens. He continued to say citizens ranging from 18-24 particularly were in the BULLS Academy due to the age requirements of obtaining a certificate; however, active work was conducted with DPS as the BULLS program was one of the main initiatives for Made in Durham.

Casey Steinbacher, Executive Director, Made in Durham provided insight into the cost for participating in the programs. She stated there was a stipend of \$5,000-\$6,000 per student; however, numbers had to be ran to achieve the full cost for each student.

Vice Chair Jacobs requested a presentation be shared at a Joint Board of Education and Board of County Commissioners meeting. She also informed staff of a program created by Hunter Buxton used to assist librarians with training on how to complete Free Application for Federal Student Aid (FASFA) applications. She also asked County Manager Sowell to obtain accurate numbers for local Pre-K population.

The Board questioned if data sharing was compiled to track the number of citizens who received a job after the program ended. Mr. Oliver answered Made in Durham did track the number; however, a six (6) month grace period was given to participants from the time of graduation.

Chair Howerton asked Made in Durham to share an update with the Board in six (6) months.

**Directive:**

- **Made in Durham staff to provide presentation at future Joint Board of Education and Board of County Commissioners meeting.**
- **County Manager Sowell to provide a report on the local Pre-K population.**
- **Made in Durham to create another presentation to present in six (6) months.**

**23-0009 Virtual Tour of the New Northern Convenience Center**

The Board was requested to take a virtual tour of the new Northern Convenience Center, which opened to the public in August of 2022. This new facility consolidated the two existing leased convenience sites, Rougemont and Bahama, into one County-owned property. The new convenience center met the long-term demands of the growing community and provided flexibility for future service changes to the waste and recycling programs.

Discussion was held regarding an audit of waste percentage, and where waste was being disposed. Chrissie Koroivui, Solid Waste Program Manager, stated waste audits were done, however the last audit was conducted by the City several years ago. She added initially waste was disposed of by the City of Durham and trash was sent to a landfill in Sampson County and recyclables were sent to Raleigh.

Commissioner Allam asked if there was a lunch area due to the location of the convenience site. Ms. Koroivui responded the area was equipped with a fridge and two (2) microwaves for staff to utilize.

Ms. Koroivui informed the Board youth residents could take the opportunity to tour the facility; adding every so often calls were received from girl/boy scouts requesting to tour. She continued to say there was a stream on the 26-acre property and there was potential for environmental education for young residents.

**23-0013 Acquisition of DCo On the Go, County Outreach Mobile Classroom**

The Board was requested to receive a brief update and at the January 9, 2023 meeting approve a contract with Matthews Specialty Vehicles for \$615,543.00 to purchase a Mobile Classroom Vehicle (MCV) for use by all Durham County departments for event, programs, projects and outreach. The MCV contract price listed \$569,947.00, an additional 8% as a contingency amount (\$45,596.00) allowing for unforeseen cost increases, for a total of \$615,543.00 was requested.

The MCV would help facilitate DCo on the Go County objectives centered around community outreach in neighborhoods of Durham County. The MCV was a multipurpose vehicle featuring wireless internet and local Wi-Fi, seven (7) interior workstations, a conference room, a small restroom, an exterior AV display, and wheelchair accessible via lift. The MCV would also be wrapped in a vinyl graphics package, the design of which shall be determined by a future citizen art contest.

The Board asked if Board meetings could be held in the MCV and how the public would be able to attend those meetings. Motiryo Keambiroiro, General Services Director, stated the vehicle was equipped with multiple workstations and computers to house hybrid meetings, with a tv outside of the vehicle for the public to watch. She added a process would have to be developed with the County Attorney ensuring meetings could commence in the MCV should a natural disaster occur.

Ms. Keambiroiro stated there would be staffing costs associated with the MCV due to the needs of having onsite mechanics as well as certified persons with a commercial driver's license (CDL) to drive the vehicle.

The Board questioned the location of the vehicle. Francis Gibbs, Warehouse Manager, stated staff hoped to have a location around Junction Road to house vehicles from weather conditions. He added contingency plans were being created until fleet location was determined. Peri Manns, ASLA, Assistant General Manager, added additional information would be forthcoming at future CIP meetings.

The Board was requested to suspend the rules.

Commissioner Burns moved, seconded by Commissioner Allam, to suspend the rules.

The motion carried unanimously.

The Board was requested to approve the acquisition of the DCo On the Go, County Outreach Mobile Classroom.

Commissioner Burns moved, seconded by Commissioner Allam, to approve the acquisition of the DCo On the Go, County Outreach Mobile Classroom with Matthews Specialty Vehicles.

The motion carried unanimously.

### **23-0014 Boys and Girls Club of Durham and Orange Counties Update**

The Board was requested to receive an update on a proposed partnership between the Boys and Girls Club of Durham and Orange Counties and Durham County Government. The Boys and Girls Club served as a fiscal agent for some nonprofit entities who received local and/or federal funds. The infrastructure support would bolster compliance and internal controls for entities receiving Durham County funding.

Staff also recommended a pilot program with Durham County Library Services and the Boys and Girls Club of Durham and Orange Counties for expanded homework help and tutorial services. The Boys and Girls Club of Durham and Orange Counties served over 150 youth every day in after school programming, with summer camp participation nearly 200 youth. Over ninety percent of program participants were Durham County residents.

Claudia Hager, General Manager, stated the Library and Boys and Girls Club were looking into ways to expand their growth. She added discussions were held with the City of Durham Manager on how to expand partnerships and ways to incorporate other entities into the program.

Ms. Hager also stated conversations for the project were held in the summer with ARPA funds allowing entities to showcase areas in need. She informed the Board additional information could be shared on programming.

#### **Directive:**

- **Ms. Hager, General Manager, to send follow up information on the expected number of youths to be served and any historical data.**

### **23-0020 Commissioner Comments**

The Board was requested to allow each Commissioner six minutes to report on conferences or make comments regarding issues that may be of interest or concern to the Board.

Commissioner Burns discussed the importance of youth knowing and understanding what Free Application for Federal Student Aid (FAFSA) was and encouraged the public to take the opioid survey. She also congratulated Duke University's Football team on winning the Military Bowl, Coach K who received the key to the city for his outstanding performance with Duke University and NCCU for winning the Celebration Bowl. Commissioner Burns also encouraged residents to take the opioid survey and requested County Manager Sowell have staff provide follow-up information on census tracking.

Commissioner Carter stated at the Bicycle and Pedestrian Advisory Committee (BPAC) meeting discussion was held on the importance of safe routes to schools and how the school district was actively working on solutions to maintain these routes. She also echoed Commissioner Burns sentiments on youth understanding FAFSA. Commissioner Carter added the Homeless Services Advisory Committee (HSAC) hosted a "White Flag Night" to ensure homeless residents had shelter during extreme cold temperatures.

Commissioner Allam encouraged residents to visit "*The Life and Legacy of Floyd B. McKissick Sr.*" exhibit at the Durham Museum of History to receive a moving and informative experience and learn about the past culture Durham possessed.

Vice Chair Jacobs reiterated previous statements on meeting with the School Board to help young residents achieve academic success and a program created by Hunter Buxton used to assist librarians with training on how to complete FAFSA's. She also provided an update on the National Familiar Faces Initiative, stating she utilized staff for technical assistance opportunities for meetings held and would travel to Texas in the upcoming weeks for an onsite visit with other counties. Vice Chair Jacobs added meetings were also held for future partnerships with Durham addressing health, justice, data sharing and supportive housing.

Chair Howerton stated Duke and North Carolina Central University would come before the Board for recognition in the upcoming weeks. She also shared a brief statement on her recent travels to Washington, D.C; Miami, FL; Brussels, BE; and Chicago, IL. Chair Howerton expressed delight in learning from peers and national experts on how to coordinate efforts, as well as understanding the importance of transportation, housing programs and maternal health. She added in Chicago she learned Durham was eligible to receive \$50,000 from the US Department of Treasury for Local Assistance and Tribal Consistency Fund (LATCF). In conclusion, Chair Howerton highlighted prevention programs Durham implemented: "*Advancing and Measuring Progress Towards Health Equity, Addressing the Social Determinants of Health, Addressing Disparities in Maternal Morbidity and Mortality, and Promoting Mental Health as Public Health*".

#### **Directive:**

- **Staff to follow up on census tracking for unanswered opioid questions.**

**23-0018 Follow-Up on Board Directives**

The Board was requested to review staff responses to Commissioner directives. Board directives from previous meetings as well as staff follow-up are reviewed at monthly Work Sessions. Staff strive to have all directives input into the system as accurately as possible as soon after they are issued as possible and to follow-up with the board and/or with other relevant parties in an appropriate time frame.

County Manager Sowell informed the Board a general manger meeting was scheduled and would ensure the directive list was updated to clean up and identify priority directives. She also added general managers would first meet internally to discuss the single use plastic bag policy and would follow-up with “Don’t Waste Durham” to identify a plan and next steps.

**23-0021 Temporary Chair Appointment**

The Board was requested to suspend the rules to vote on a temporary Chair for the January 9, 2023 Regular Session meeting. Chair Brenda Howerton and Vice Chair Wendy Jacobs both would be excused from the meeting to attend an out of state conference.

The Board was requested to suspend the rules.

Commissioner Allam moved, seconded by Vice-Chair Jacobs, to suspend the rules.

The motion carried unanimously.

The Board was requested to appoint Commissioner Carter as a temporary Chair.

Commissioner Burns moved, seconded by Commissioner Allam, to appoint Commissioner Carter as a temporary Chair.

The motion carried unanimously.

**Adjournment**

Commissioner Burns moved, seconded by Vice-Chair Jacobs, to adjourn the meeting.

The motion carried unanimously.

The meeting was adjourned at 3:40 p.m.

Respectfully submitted,



Shaunecie Wardrick  
Administrative Assistant