

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

Wednesday, January 4, 2006  
2:30 P.M. Worksession

**AGENDA**

**1. Citizen Comments**

10 min.

- Mr. Ralph McKinney Jr. has requested time on the agenda to speak to the Commissioners about various issues.
- Ms. Dorothy Gentry has requested time on the agenda to present an update to the Board on the status of her home repairs at 2714 Davie Dr., Durham, NC 27704.

**2. Keep Durham Beautiful (KDB) Quarterly Progress Update**

10 min.

At a regular meeting of the Board of County Commissioners on September 26, 2005, the Board entered into an interlocal agreement with Keep Durham Beautiful (KDB), a nonprofit organization, and agreed to fund \$19,336.16 or 25% of the total program cost for Fiscal Year 2005-06. The City of Durham has agreed to fund \$77,344.64 or the remaining 75% of the annual program cost.

With approval of the interlocal agreement, the Board requested that a representative of KDB provide the Board with quarterly progress updates on specific KDB initiatives and quarterly budget expenditures.

Dorothea Pierce, Program Coordinator, KDB, will provide the Board with the quarterly progress update for October through December, 2005.

Resource Person(s): Mike Turner, Director of General Services, and Dorothea Pierce, KDB Program Coordinator

County Manager's Recommendation: The Manager recommends that the Board receive the quarterly progress report from Keep Durham Beautiful.

**3. DSS Work First Program Staff Recognition**

10 min.

The Board of County Commissioners is requested to recognize the performance of the Work First Program within the Department of Social Services. With changes in the Program, the State of North Carolina identified performance goals for each county to indicate its performance. Originally, the state used a report card to inform counties of how efficient they were in meeting the goals. The state then moved to an annual performance report. Since 1997, Durham County DSS has performed well in meeting its goals. Over time, the goals measured by the state have changed. The goals measured by the state for Fiscal Year 2004-2005 were: 1) the number of adults entering employment; 2) the number remaining off Work First; 3) the number receiving Benefit Diversion Assistance; 4) the number receiving Employment Services; 5) meeting 50% All-Parent Participation Rate; 6) meeting 90% Two-Parent Participation Rate; and 7) the number employed six months after leaving the Work First Program.

The Department requests that the Durham County Commissioners recognize Work First staff members within the Durham County Department of Social Services. The agency met all of the Work First goals set aside by the State Division of Social Services and exceeded in seven of the eight measured areas. Durham was one of only five counties in the state to meet all of its state goals.

Resource Person(s): Sam Haithcock, Director, Department of Social Services

COUNTY MANAGER'S RECOMMENDATION: THE MANAGER RECOMMENDS THAT THE BOARD RECEIVE THE PRESENTATION AND RECOGNIZE WORK FIRST STAFF MEMBERS FOR THEIR OUTSTANDING PERFORMANCE.

**4. Capital Project Amendment No. 06CPA000006?Durham Public Schools 2001 & 2003 General Obligation Bond Project Adjustments**

10 min.

On October 27, 2005 and December 15, 2005, Durham Public Schools Board of Education approved several changes to the project funding levels in the 2001 and 2003 school bond referenda. Approval of four actions is required: for the 2003 General Obligation Bond funds?1) redistribute Phase I funds due to completed work (\$367,129) to two existing projects; 2) approve the initial distribution of Phase II funds; 3) approve several adjustments to overall planning budgets; and for the 2001 General Obligation Bond funds?4) close four complete projects and reallocate funds to four new projects

(\$583,455).

Capital Project Ordinance Amendment No. 06CPA000006 will transfer \$367,129 in unused 2003 General Obligation Bond funding from several completed school capital projects to two uncompleted school capital projects, and transfer \$583,455 in unused 2001 General Obligation Bond funding from four completed projects to four new school capital projects. The four new capital projects being created are: Durham School of the Arts gym roof & windows project (\$125,000); Jordan High Auditorium project (\$225,000); Northern High HVAC upgrades project (\$177,830); and Jordan High HVAC upgrades project (\$55,625).

Resource Person(s): Hugh Osteen, Assistant Superintendent of Operational Services, Durham Public Schools

County Manager's Recommendation: The Manager recommends that the Board receive the presentation and if appropriate, place on the January 9, 2006 consent agenda.

5. **Capital Project Amendment No. 06CPA000007?Durham Public Schools (DPS) Applications to the Public School Building Capital Fund**

10 min.

On October 27, 2005, Durham Public Schools Board of Education approved two applications to the Public School Building Capital Fund. Each project uses local capital funds to match state funds to finance these crucial projects. The projects are: Durham School of the Arts gym roof & windows project and Northern High School chiller replacement project.

CAPITAL PROJECT AMENDMENT NO. 06CPA000007 WILL APPROPRIATE PUBLIC SCHOOL BUILDING CAPITAL FUND FUNDS TO THE DURHAM SCHOOL OF THE ARTS GYM ROOF & WINDOWS PROJECT (\$375,000) AND A NEW PROJECT?NORTHERN HIGH SCHOOL CHILLER REPLACEMENT PROJECT (\$270,000).

Resource Person(s): Hugh Osteen, Assistant Superintendent of Operational Services, Durham Public Schools

County Manager's Recommendation: The Manager recommends that the Board receive the presentation and if appropriate, place on the January 9, 2006 consent agenda.

6. **School Capacity Numbers for 2005/06**

20 min.

With the 2005/06 school year, Durham Public Schools reported a greater increase in school enrollment than has been experienced in recent years, with the equivalent of nearly a full school's capacity having been added to the system in one year after several years of virtually flat growth. The enrollment figures continue to indicate that capacity is available at all levels, though capacity in the middle schools continues to be the area of greatest concern, with capacity in high schools rapidly becoming a concern as well. Based upon published reports from this fall, the Board of Commissioners requested an update on the status of school capacity using the new 20<sup>th</sup>-day enrollment figures. No action is required. The material is for information only.

Resource Person(s): Frank M. Duke, AICP, City-County Planning Director

County Manager's Recommendation: The Manager recommends that the Board receive the report.

7. **New Voting System for Durham County Board of Elections**

30 min.

The Board of Elections is requesting to purchase of the M100 optical scan voting system AND the iVotronic touch screen voting system from Elections Systems and Software. The purchase is contingent upon receipt of grant funding from the State Board of Elections to cover the cost.

Resource Person(s): Mike Ashe, Director of Elections

County Manager's Recommendation: The Manager recommends that the Board receive the presentation and if appropriate, place on the January 9, 2006 consent agenda.

8. **Capital Project Amendment No. 06CPA000008?Upgrade of Durham Public Library's Automated Library Systems**

10 min.

The Durham County Library has used an automated library system provided and supported by the Dynix Corporation since May 1987. Dynix merged with Sirsi library systems in 2005. Sirsi/Dynix has continued to support the Durham County Library and offer solutions that are among the best in the market. Its software is currently used in Wake, Greensboro, Asheville-Buncombe, High Point, and Charlotte-Mecklenburg library systems.

The current version of Durham County's Dynix Automated Library System software was installed in 1999. Both the computer equipment and the software are past their useful life and are increasingly at

risk. In addition, an upgrade to the core system is required to support the new capabilities planned at the Regional Libraries opening in 2006. Those capabilities include RFID (Radio Frequency Identification) collection management, self-checkout, and theft control.

The library technology and automation team has evaluated alternatives and, in partnership with Durham County's Information Technology staff, has developed a plan to complete a timely implementation of the new system to support the opening of the East Regional Library this spring.

Due to compatibility with the current system and to minimize training costs, installation, data conversion, and taking into account the available timeframe, the Library Department requests the Board's approval to sole-source the purchase of the SirsiDynix Horizon Public Library Suite allowed under the provisions of NCGS 143-129(e)(6). The cost of this project will be \$274,500, including computer hardware, software, and installation. An additional need exists for \$12,000 to complete computer upgrading in the Northern and Eastern regional libraries in order to use the new program. Funding for this project is already appropriated in the ??? budget. (see Pam Meyer for where)

The money for the library equipment and furnishings for the new Northern and Eastern regional libraries, as well as the money to build the Northern Library, was included in the 2002A \$11,050,000 two-thirds General Obligation Bonds. The amount included for the libraries was \$5,140,000. The remainder of the monies in the bond was for other public buildings. Approximately \$300,000 is left over from completed projects in the other public buildings portion of the two-thirds bonds; therefore, it is requested that \$286,500 be re-designated in 2002A two-thirds bonds from the other Public Buildings to Library Facilities. The transfer of these funds is effectuated by the budget amendments.

(This agenda item has been reviewed and approved by the Purchasing Division.)

Resource Person(s): Priscilla Lewis, Interim Library Director; Rheda Epstein, Resources & Technology Services Division Manager; and Perry Dixon, Information Technology Director

County Manager's Recommendation: The Manager recommends that the Board suspend the rules and re-designate \$286,500 in the 2002A two-thirds bonds from Public Buildings to Library Facilities, approve Capital Project Amendment No. 06CPA000008, and authorize the County Manager to enter into a contract to sole source the SirsiDynix Horizon Automated Library System.

#### **9. Document Management/Imaging Vendor Contract**

20 min.

The Board of Commissioners approved the Department of Social Services' contract award to OneSource for the Document Management/Imaging project in May 2005. Staff has updated and scaled-back the project to allow for a more controlled rollout that will not be as quick or as big in scope as originally planned. This will allow the department to pilot new technology gradually so it will not experience one big system change with wide impact. It is hopeful that this approach will result in a smooth transition, allowing staff to develop a comfort level and expertise in the technology.

The focus of the initial pilots will be:

1. Scanning and indexing current and historical HIPAA Notices of Privacy Practices, including the use of electronic signatures on HIPAA Notices. This process will be similar to signing electronic notices for HIPAA at local pharmacies.
2. Scanning and indexing 'loose filing' in the Document Processing Center. This will allow staff to look up loose filing that has been indexed to an individual client record, rather than searching through piles of paper.
3. Scanning and indexing vendor contracts in Accounting.
4. Scanning and indexing DACCA Day Care Provider Contracts maintained by DACCA.
5. Scanning common client documents at Reception, including Social Security Cards, picture IDs, and birth certificates. These documents will be available on the computer for any staff member who interacts with the client and the physical paper record will no longer be needed.

Staff anticipates that the rollout of these projects will begin after January 1, with full implementation by June 30. This project will improve the way DSS manages, stores, and retrieves paper information; will result in steps toward space efficiencies and work force effectiveness planned in the new Human Services Complex; and improve customer service.

The total cost for the scaled-back contract is for an amount not to exceed \$67,040. Funding for this project totaling \$125,000 was approved in the FY06 DSS Budget to include hardware purchases. This item has been reviewed as to form and approved by Purchasing and Legal Departments. No additional County funding is required.

Resource Person(s): Sammy Haithcock, Director, DSS; Sharon Hirsch, Assistant Director, Customer

Access and Program Support Services, DSS; Perry Dixon, Director, County IT; and Mitzi McClammy, IT

County Manager's Recommendation: The Manager recommends that the Board receive the presentation and if appropriate, place on the January 9 consent agenda.

10. **Legislative Agenda of Federal Programs**

15 min.

A request was sent to all Durham County Department Heads in early October seeking possible projects for federal earmarks in the upcoming federal budget cycle. The eligible projects are short-term in nature and require \$500,000 or less to be completed.

The Board is asked to review a list of projects submitted in the last funding cycle but eliminated in November's round of budget deliberations. In addition, the Board is requested to offer other possible projects in order for staff to meet the timelines for submission to Congressman David Price's office.

Resource Person(s): Deborah Craig-Ray, Assistant County Manager

County Manager's Recommendation: The Manager's recommendation is that the Board receive the proposed agenda and direct staff.

11. **Closed Session**

30 min.

The Board of Commissioners is requested to adjourn to closed session to instruct staff concerning the position to be taken in negotiating the material terms for the acquisition of two real properties pursuant to G.S. § 143-318.11(a)(5). The two properties are: 247 S. Mangum owned by AREC 3, LLC (U-Haul Real Estate Company) and 306 S. Roxboro Street owned by Scarborough and Hargett Funeral Home.

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3¼ hrs.