

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

Monday, January 4, 1999

9:00 A.M. Worksession

AGENDA

1. **Citizen Comment?Ralph McKinney**

- Mr. Ralph McKinney has requested time on the agenda to make comments to the Commissioners.

2. **Citizen Comment?Jack A. Steer**

- Mr. Jack Steer, representing the Friends of Durham, will address the Commissioners on the most important challenges (schools and education, social services, and land use planning) facing the Commissioners during the next two years.

3. **Proposed High-Level Nuclear Waste Expansion at the Shearon Harris Nuclear Plant**

Mr. Jim Warren, Executive Director, NC WARN, will make a presentation to the Board of County Commissioners on the proposed high-level nuclear waste expansion at the Shearon Harris nuclear plant.

Mr. Warren states the primary significance for Durham County is that the U.S. Nuclear Regulatory Commission acknowledges that high-level nuclear waste storage carries the risk of a potentially catastrophic accident and release of radiation; NRC identifies a 50-mile radius from the plant as the accident impact zone. Durham County is well within that area.

County Manager's Recommendation: It is appropriate to request that public hearings be held prior to any expansion of storage facilities, as per Orange County's resolution. However, the County Manager recommends taking no other action until assessment of this situation has been made by our Environmental Affairs Board in the same manner that Orange County consulted with its Commission for the Environment.

4. **Foundation for Better Health of Durham**

- James A. Russell, Executive Director, Foundation for Better Health of Durham, will make a presentation to the Commissioners in reference to the proposed Durham Health Fund.

County Manager's Recommendation: No action is required at this Worksession. Previously, the Board discussed the need to consider utilization and protection of the funds derived from the lease of Durham Regional Hospital. Staff has not reviewed this presentation.

5. **Presentation on Space Requirements for the Emergency Shelter for H.O.P.E.**

- A presentation will be conducted on space requirements for the Emergency Shelter for H.O.P.E. Currently, the building is ill-adapted to function efficiently as a shelter, having inadequate bathrooms and sleeping quarters, scattered office and storage space, and maintenance problems. Living conditions for families being served are especially in need of attention. The Board of Directors of H.O.P.E. maintain that substantial changes are needed to provide adequate services to the homeless and to bring the facility up to existing governmental codes for housing, fire protection, and health.

The support material includes a description of need, estimated development costs for renovating the shelter, and a description of sources of funding. County staff is working with representatives from the Emergency Shelter for H.O.P.E. to include the request for facility renovations in the FY 2000 - FY 2005 Capital Improvement Program.

Resource Persons: Maggie Lee and Jack Preiss

County Manager's Recommendation: The purpose of this presentation by Emergency Shelter for H.O.P.E. representatives is to outline their position on the need for renovations and additions to this facility. If the Board agrees with the need, David Powell will work with this group to prepare a request under the upcoming CIP. This is a County facility, therefore, if approved, it will become a County project subject to State bidding laws. The description of funding sources and cost estimates were completed by the Shelter Board. Providing this becomes a County project, the County Manager will direct staff to prepare estimates since Durham County will be the responsible party.

6. **1999-2000 Budget Process and Community Meetings**

Budget Director Claudia Odom will discuss the ongoing 1999-2000 budget process. The 1999-2000 Annual Budget will focus on ensuring departmental work plans are integrated with Board of Commissioner goals and are clearly tied to the requested budget amounts. Special attention will be paid to performance indicators, a requirement of all departmental budget requests. The budget calendar will be presented for discussion and approval.

In an effort to gain additional public input, the County Manager is proposing community conversations to be held throughout Durham County. The Cooperative Extension Service has been asked to coordinate community meetings as part of an ongoing community outreach initiative. Cheryl Lloyd, Director of the Cooperative Extension Service, will outline the proposed process for community input. The community meetings will be useful to staff in relaying the goals and objectives of the County Commission to our citizens and to provide feedback to the Commission.

Staff is requesting input and direction on these issues from the Board.

7. **Copier Management Program**

The purpose of this item is to inform the Board of a proposed Copier Management Program based upon paying a pre-specified fee for each copy produced. The Board is requested to authorize the Manager to enter into negotiations with the recommended vendor.

For the past year, a broad-based team of County staff has been diligently exploring alternatives to the traditional equipment ownership and leasing methods of providing copying equipment in an effort to find a more cost-effective and efficient means of providing this service. The team has researched and analyzed the County's usage and requirements for meeting its varied copying needs. The resulting recommendation is to proceed with a Cost Per Copy (CPC) Management Program. The CPC will result in significant cost savings to the County and will provide major productivity enhancements for staff. Under such a program, all of the County's copying equipment would be replaced with new equipment, and the County will then pay a fixed fee for each copy produced. The fee would include the copiers and all associated costs (maintenance and supplies), excluding paper. The County currently makes approximately ten million copies per year with 68 owned and 19 leased copiers. Of the County-owned copiers, 63 percent are five years old or older. Under a CPC Program, the County will realize annual savings of >\$50,000 in copying costs alone. A reduction in administrative costs will be realized through working with only one vendor for our copying requirements and invoicing. Productivity will be enhanced through providing current, fully-functional technology that is operationally consistent across all platforms.

Sandra Phillips, Director of Purchasing; Bahaa Jizi, Buyer; and Jan Bryant-Berry, Contracts Manager, will present this report to the Board.

- County Manager's Recommendation: Accept this report and authorize the County Manager to enter into negotiations with the recommended vendor for approval at a future Board meeting. The Board may want to commend staff for taking the initiative to undertake this complex procurement.