

**Cleveland County Board of Commissioners**  
**December 18, 2018**

The Cleveland County Board of Commissioners met in a regular session on this date, at the hour of 6:00 p.m. in the Commission Chamber of the Cleveland County Administrative Offices.

**PRESENT:** Susan Allen, Chairman  
Ronnie Whetstine, Vice-Chair  
Johnny Hutchins, Commissioner  
Doug Bridges, Commissioner  
Deb Hardin, Commissioner  
Brian Epley, County Manager  
Tim Moore, County Attorney  
Phyllis Nowlen, Clerk to the Board  
Kerri Melton, Assistant County Manager  
Chris Green, Tax Administrator  
Shane Fox, Chief Financial Officer  
Elliot Engstrom, Senior Staff Attorney  
Scott Bowman, Maintenance Director  
Lorie Poston, E-911 Communications Director  
Allison Mauney, Human Resources Director  
Betsy Harnage, Register of Deeds

**CALL TO ORDER**

Chairman Allen called the meeting to order and Commissioner Bridges provided the invocation and led the audience in the Pledge of Allegiance.

**AGENDA ADOPTION**

**ACTION:** Commissioner Whetstine made the motion, seconded by Commissioner Hardin and unanimously approved by the Board to, ***approve the agenda with the following amendment:***

- ***Remove item 7, Social Services Advisory Board Appointments, until a later date.***

**CITIZEN RECOGNITION**

No one registered to speak.

**CONSENT AGENDA**

**APPROVAL OF MINUTES**

The Clerk to the Board included the Minutes from the ***December 3, 2018 organizational meeting*** and the ***December 4, 2018 regular meeting***, in board members packets.

**ACTION:** Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, ***approve the minutes as written.***

**TAX COLLECTOR'S MONTHLY REPORT**

The Tax Collector provided Commissioners with the following detailed written report regarding taxes collected during ***November 2018.***

**TOTAL TAXES COLLECTED NOVEMBER 2018**

YEAR	AMOUNT-REAL	AMOUNT-VEH	
DEF REV	\$0.00	\$0.00	
2018	\$2,464,192.99	\$0.00	\$2,464,192.99
2017	\$74,017.88	\$0.00	\$74,017.88
2016	\$13,912.42	\$0.00	\$13,912.42
2015	\$5,242.62	\$0.00	\$5,242.62
2014	\$3,288.36	\$0.00	\$3,288.36
2013	\$890.62	\$0.00	\$890.62
2012	\$1,125.23	\$132.93	\$1,258.16
2011	\$374.09	\$51.12	\$425.21
2010	\$292.49	\$0.00	\$292.49
2009	\$247.74	\$75.00	\$322.74
2008	\$0.00	\$68.80	\$68.80
TOTALS	\$2,563,584.44	\$327.85	\$2,563,912.29
DISCOUNT	\$2.32		
INTEREST	\$12,022.50	\$186.96	\$0.00
TOLERANCE	(\$10.94)	(\$0.44)	
ADVERTISING	\$336.00	\$218.38	
GARNISHMEN	\$4,086.09		
NSF/ATTY	\$0.00		
LEGAL FEES	\$884.01		
TOTALS	\$2,580,904.42	\$732.75	
MISC FEE	\$0.00	\$0.00	
TAXES COLL	\$2,580,904.42	\$732.75	\$2,581,637.17
	\$2,580,904.42	\$732.75	

**TOTAL TAXES UNCOLLECTED NOVEMBER 2018**

	AMOUNT-REAL	AMOUNT-VEH	COMBINED AMT
2018	\$33,414,057.27	\$0.00	\$33,414,057.27
2017	\$883,558.95	\$0.00	\$883,558.95
2016	\$426,018.31	\$0.00	\$426,018.31
2015	\$296,179.96	\$0.00	\$296,179.96
2014	\$265,234.60	\$0.00	\$265,234.60
2013	\$149,254.55	\$66,155.22	\$215,409.77
2012	\$109,719.52	\$75,585.46	\$185,304.98
2011	\$80,845.22	\$56,911.88	\$137,757.10
2010	\$72,931.53	\$53,649.10	\$126,580.63
2009	\$71,848.95	\$50,744.69	\$122,593.64
2008	(\$0.00)	\$0.00	(\$0.00)
	\$35,769,648.86	\$303,046.35	\$36,072,695.21

**TAX ABATEMENTS AND SUPPLEMENTS**

The Tax Assessor provided Commissioners with a detailed written report regarding tax abatements and supplements during **November 2018**. The monthly grand total of tax abatements was listed as (\$1,147.34) and monthly grand total for tax supplements was listed as \$48,918.89.

<b>PENDING REFUNDS / RELEASES (RECOMMENDED FOR APPROVAL)</b>											
December 18, 2018											
The following requests have been reviewed by the County Assessor and found to be in order. They are hereby submitted for approval by the Cleveland County Board of Commissioners per G.S. 105-381. Supporting documentation is on file in the County Assessor's Office. Staff Recommendation: Approve Requests.											
NAME	YEAR	RECEIPT	NOTE	REQUESTED VALUE CHANGE	DISTRICT	RATE	TAX, FEES & INTEREST	PAID	RELEASE	REFUND	REQUEST
DOROTHY BOWEN	2017	4326356	MOBILE HOME BILLED IN ERROR	(2,470)	51	0.8275	93.96	0.00	93.96	0.00	0.00
DOROTHY BOWEN	2016	4326357	MOBILE HOME BILLED IN ERROR	(2,470)	51	0.7900	87.37	0.00	87.37	0.00	0.00
DOROTHY BOWEN	2015	4326358	MOBILE HOME BILLED IN ERROR	(2,470)	51	0.7900	89.32	0.00	89.32	0.00	0.00
DOROTHY BOWEN	2014	4326361	MOBILE HOME BILLED IN ERROR	(2,470)	51	0.7900	83.47	0.00	83.47	0.00	0.00
DOROTHY BOWEN	2013	4326362	MOBILE HOME BILLED IN ERROR	(2,470)	51	0.7900	83.47	0.00	83.47	0.00	0.00
								TOTAL	437.59	0.00	0.00
<b>PENDING REFUNDS / RELEASES (RECOMMENDED TO DENY)</b>											
December 18, 2018											
The following requests have been reviewed by the County Assessor and Senior Staff Attorney. It is their opinion that the stated request does not constitute a valid defense to the tax imposed or any part thereof, as provided in G.S. 105-381. Supporting documentation is on file in the County Assessor's Office. Staff recommendation: Deny requests.											
NAME	YEAR	RECEIPT	NOTE	REQUESTED VALUE CHANGE	DISTRICT	RATE	TAX, FEES & INTEREST	PAID	RELEASE	REFUND	REQUEST
			(none currently)								
								TOTAL	0.00	0.00	0.00

**ACTION:** Commissioner Hutchins made the motion, seconded by Commissioner Bridges, and unanimously adopted by the Board, *to approve the Abatements and Supplements and Pending Refunds/Releases as submitted by the Tax Assessor.*

**SOCIAL SERVICES: BUDGET AMENDMENT (BNA #021)**

**ACTION:** Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *approve the following budget amendment:*

<i>Account Number</i>	<i>Project Code</i>	<i>Department/Account Name</i>	<i>Increase</i>	<i>Decrease</i>
011.519.4.310.00	93568-P372	Public Asst/Fed Govt Grants	\$115,087.00	
011.519.5.512.05		Public Asst/Crisis	\$115,087.00	
011.519.4.310.00	93568-P372	Public Asst/Fed Govt Grants	\$115,087.00	
011.519.5.512.08		Public Asst/LIEAP	\$115,087.00	

*Explanation of Revisions: Budget \$115,087 to accept additional federal CRISIS & LIEAP funds for FY 208/2019. The additional monies are the result of additional funding. The original budget was \$476,024 per program. This will make the revised budget \$591,111 per program.*

**SOCIAL SERVICES: BUDGET AMENDMENT (BNA #022)**

**ACTION:** Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *approve the following budget amendment:*

<i>Account Number</i>	<i>Project Code</i>	<i>Department/Account Name</i>	<i>Increase</i>	<i>Decrease</i>
011.504.4.310.00	93568-P341/35	Title XX Services/Fed Gov Grants	\$21,897.00	
011.504.5.121.00		Title XX Services/Salaries	\$21,897.00	
011.519.4.310.00	93568-P096	Title XX Services/Fed Gov Grants	\$12,336.00	
011.504.5.121.00		Title XX Services/Salaries	\$12,336.00	

*Explanation of Revisions: Budget \$21,897 to accept additional federal TANF & visitation funds for FY 2018/2019. The additional monies are the result of additional funding. The funds will be used to help offset the spending in salaries.*

**COOPERATIVE EXTENSION: BUDGET AMENDMENT (BNA #023)**

**ACTION:** Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *approve the following budget amendment:*

<i>Account Number</i>	<i>Project Code</i>	<i>Department/Account Name</i>	<i>Increase</i>	<i>Decrease</i>
010.495.4.410.88		Cooperative Extension/GRG Donations	\$2,500.00	
010.495.5.790.88		Cooperative Extension/GRG Donations	\$2,500.00	

*Explanation of Revisions: Budget \$2,500 in donations received from Shelby Rotary Club to be used for GRG program. (Grandparents Raising Grandkids).*

**NCACC VOTING DELEGATE**

An appointment is needed for the 2019 Legislative Goals Conference which will be held in January. It is recommended Commissioner Johnny Hutchins serve as the voting delegate as he is already on the NCACC Board of Directors.

**ACTION:** Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *appoint Commissioner Hutchins to serve as the voting delegate during the 2019 Legislative Goals Conference.*

**PLANNING DEPARTMENT: REZONING CASE 18-12 (Schedule Public Hearing for February 5, 2019)**

The Planning Department is requesting a Public Hearing be set for Tuesday, February 5, 2019 to hear Case 18-12, a zoning text amendment to the Cleveland County Unified Development Ordinance (UDO). Section 12-138

of the Cleveland County UDO addresses accessory structures and location of said structures. Section A states that all accessory structures must be located in the rear or side yard of any parcel with a principal dwelling. Britt Bernhardt has applied for a text amendment to Section 12-138(a) of the Cleveland County UDO that would allow garages/carports to be placed in the front of a principal dwelling.

**ACTION:** Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *approve scheduling the public hearing as requested.*

**PINNACLE SCHOOL RESOURCE OFFICER CONTRACT ADDENDUM**

The Board of Commissioners recently agreed to, in cooperation with the Cleveland County Sheriff, provide an SRO to Pinnacle Classical Academy pursuant to a contract for services with Pinnacle. Pinnacle has asked the contract be revised to include some language regarding charter school debt that is required by N.C.G.S. § 115C-219.105(b). Other than the addition of this language in section 25 of the contract, the contract is exactly the same as the one executed by the Board of Commissioners on November 6, 2018. (*copy found on Page \_\_\_\_ of Minute Book \_\_\_\_*).

**ACTION:** Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *approve the Pinnacle School Resource Officer Contract Addendum.*

**APPROVAL OF 2019 COMMISSIONER REGULAR MEETING SCHEDULE**

The Clerk to the Board included the *2019 Commissioner Regular Meeting Schedule*, in Board Members packets.

**ACTION:** Commissioner Hutchins made the motion, seconded by Commissioner Bridges, and unanimously approved by the Board to, *approve the 2019 Commissioner Regular Meeting Schedule*

**2019 Cleveland County Board of Commissioners Meeting Schedule  
6:00 PM – Commissioners Chambers**

January 15  
February 5  
February 19  
March 19  
April 2  
April 16  
May 7  
May 21  
June 4  
June 18  
July 2  
August 6  
August 20  
September 3  
September 17  
October 1  
October 15  
November 5  
November 19  
December 3  
December 17

## **PUBLIC HEARINGS**

### **RESOLUTION: N.C.G.S. 153A-76 & 153A-77(a) REGARDING CLEVELAND COUNTY BOARD OF SOCIAL SERVICES**

Chairman Allen called County Manager Brian Epley to the podium to present a resolution regarding the Cleveland County Board of Social Services. Social Services is the largest department in the County with 216 full time employees and provide services such as on-site client encounters and child protection investigations. The resolution under consideration for adoption is founded under North Carolina General Statute 150A-77 which was created in 2012 by the General Assembly. Originally, the statute only allowed counties to fully consolidate public health with social services to accomplish economies of scale. This was further ratified in 2015 to allow something other than full consolidation which is what the resolution being presented outlined. If approved, the resolution changes the current DSS Board to an advisory board and will be effective immediately. Mr. Epley explained there are several key reasons to transfer to an advisory board. The State of North Carolina, through the Secretary of Health and Human Services, has required the Board of County Commissioners, in all 100 counties, to participate in a state memorandum of understanding that outlines performance matrices in a variety of different programs that are required to be met by that department. Another reason is a potential regionalization. Also, recently there was an announcement state wide advising North Carolina will be moving to a managed care system. Staff feels transitioning the Social Services Board to an advisory board is more in line and better positions Cleveland County in a positive fashion. Forty-one counties in the state have already transitioned the Social Services Board to a different model than we currently have. Lastly, an advisory board is more in-line with traditional county operations. All the departments in Cleveland County across the organization share a reporting relationship as it relates to personnel, budget, etc. which creates a higher level of collaboration. This allows for better communication flow.

A goal staff has been working towards is substantial equivalency. Currently, DSS employees fall under the office of state personnel and transition them to true county employees who would operate under county systems. This step would further align Cleveland County to move forward with substantial equivalency. Post transition, if approved, the Board will have the ability to maintain a DSS board structure with membership being an appointment from the Board of County Commissioners. The DSS board would transition into an advisory board like the Planning Board and would modify the Social Services Director reporting relationship to a more traditional relationship that aligns with other county departments across the organization.

Chairman Allen opened the floor to the Board for comments or questions. Commissioner Hutchins inquired if the DSS Board transition would have any affect on the Health Department. Mr. Epley advised this would not have any effect on the Health Department. Commissioner Hutchins asked, if the County moved to substantial equivalency, would personnel that would be transferred over to county employees would receive the full benefits

offered by the county. Mr. Epley explained those employees are already being paid by the County and are able to receive the benefit packages offered through county employment. The only thing changing is the criteria and job description that are derived from the State Office of Personnel. Commissioner Bridges questioned if there is any financial liability regarding the Social Services change. Mr. Epley responded no. There is no anticipation of different levels of liability or risk. From a financial stand point, it can only have positive impacts. A model that promotes team work and collaboration will allow progress to move forward.

Chairman Allen opened the Public Hearing at 6:21 pm for anyone wanting to speak for or against Resolution: N.C.G.S 153A-76 and 153A-77(a) regarding the Cleveland County Board of Social Services. (Legal Notice was published in the Shelby Star on Wednesday, November 14, 2018).

**Mary Accor, 944 Dixon School Rd, Kings Mountain** – is the current Chair of the DSS Board and wants to dispel some information and questions she received regarding the board transition. To be clear, based on the information shared from Cleveland County government to the DSS Board, the motion made by Commissioner Hutchins that brought about the public hearing for the DSS Board transition has absolutely nothing to do with the current DSS Board doing anything wrong or division between the DSS Board and County Commissioners. Rumors have a way of escalating when there are changes to current procedures.

Initially, I had concerns relating to timing and political motive. I also know from experience as a previous Commissioner, the option under House Bill 438 during a 2012 session, granted counties options for governing DSS. The recent state regulation put into place in the social services reform plan and the Memorandum of Understanding (MOU) for counties, as well as discussion of Medicaid transformation, caused great concerns due to possible penalties that are inclusive to state and/or federal funding being withheld due to a failure to satisfy the mandated performance requirements or failure to comply with the terms of the MOU. The current DSS Board, with Chairman Allen serving as the Commissioner Representative, has made conscious sound decisions in upholding the mission of providing the best possible care for Cleveland County's most vulnerable citizens. You, the Board, are now asking for the governing power to be transferred back to you with the ability to hire or fire the DSS Director, in which the current DSS board has not had the power to enforce. As we presently transition, we salute the competence of DSS Director Pritchard and wish her well in her retirement and thank all DSS employees for their service. In regards to the details on how the original motion was made, we can only pray what is being done tonight is because each of you feel this is necessary to carry out new changes while continuing to provide quality care for our citizens. My intent tonight is not to speak for or against what your ultimate decision may be because you, as Commissioners, have been entrusted to make those decisions, but rather to communicate the competence of what your present DSS Board has done and will continue to do to bring about positive change. Our DSS Board members have been asked to continue to serve should an advisory board be forthcoming and each member has agreed to do so. Title of the board would be for change and not for the care, service or advocacy for the citizens in our county. Thank you to Chairman Allen and County Manager Brian Epley for your transparency and

professionalism of meeting with the current DSS Board as individual, groups and departments to answer our concerns and questions prior to this public hearing. May God bless you the Board and the ultimate decision you will make that the services received be a positive impact in the lives of these children and adults receiving these valuable services will reap positive benefits on their behalf going forward.

Hearing no further comments, Chairman Allen closed the Public Hearing at 6:25 pm.

Chairman Allen opened the floor again to the Board for any questions or discussion. Commissioner Hutchins asked Chairman Allen her opinion and insight regarding transitioning DSS to an advisory board since she currently serves on the DSS board. Chairman Allen replied the board change will be good for the community and will hold the county more responsible and accountable in some areas. The changes will not affect the DSS department as far as the advisory board goes. She continued by stating the current DSS Board has done an excellent job and echoed Mrs. Accor’s statements. The change will also allow for a more concise budget and employment regulation. Commissioner Hardin inquired for clarification, the transition would not affect any services or care received by county citizens. Chairman Allen stated that was correct.

Cleveland County, North Carolina  
Department of Social Services  
December 18, 2018

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**Department of Social Services**

**Personnel**  
Full Time Employees – 216  
Turn-Over - (+/-) 10%

**Budget**  
Total Budget - \$20,655,282  
Local Funding - \$7,732,622

**Operational Highlights**  
On site client encounters – 47,894  
CPS Investigations – 1,402  
Child Support Collected - \$10,011,761

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**Advisory Board Transition**

• NCGS 150A-77- to consider the adoption of a resolution assuming and conferring upon the Board all powers, responsibilities and duties of the Cleveland County Department of Social Services and transitioning the current DSS board to an advisory board.

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    graph LR
      A([Set Public Hearing]) --> B([Public Hearing])
      B --> C([Resolution])
  
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• If Approved - Effective 12/19/18

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**Advisory Board Transition**

• **Why Transition?**

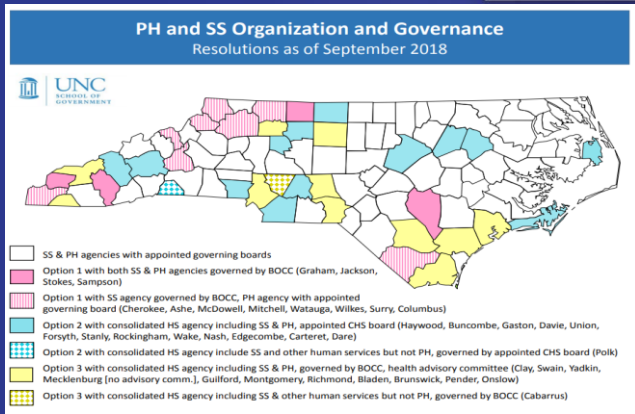
- A. State Memorandum of Understanding – Performance Contract w/ County Commissioners
- B. Potential Regionalization – (ie. Q4 2019 Managed Care System)
- C. County Operational Alignment / Substantial Equivalency

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• **Post Transition:**

- Maintains current DSS Board Structure / Membership - Transitions to Advisory Board
- Transitions Social Services Director Reporting Relationship

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Questions ?

**Resolution** Number 18-2018

**RESOLUTION ABOLISHING THE CLEVELAND COUNTY BOARD OF SOCIAL SERVICES AND ASSUMING AND CONFERRING UPON THE CLEVELAND COUNTY BOARD OF COMMISSIONERS ALL POWERS, RESPONSIBILITIES, AND DUTIES OF THE CLEVELAND COUNTY BOARD OF SOCIAL SERVICES PURSUANT TO N.C.G.S. §§153A-76 AND 153A-77(a)**

**WHEREAS**, N.C.G.S. §§153A-76 and 153A-77 set out the authority of county boards of commissioners over commissions, boards, and agencies; and

**WHEREAS**, N.C.G.S. §153A-77(a) authorizes a county board of commissioners to assume direct control of any activities theretofore conducted by or through any commission, board, or agency, including the board of social services, by the adoption of a resolution assuming and conferring upon the board of county commissioners all powers, responsibilities, and duties of such commission, board, or agency; and

**WHEREAS**, the Cleveland County Board of Commissioners (the "Board of Commissioners") states its intention to abolish the Cleveland County Board of Social Services (the "Board of Social Services") and to assume and confer upon the Board of Commissioners all powers, responsibilities, and duties of the Board of Social Services; and

**WHEREAS**, the Board of Commissioners may exercise the power and authority conferred by statute after a public hearing held by said Board pursuant to thirty (30) days' notice of said public hearing given in a newspaper having general circulation in Cleveland County; and

**WHEREAS**, a Notice of Public Hearing in this matter was published on November 14, 2018 in the *Shelby Star*, a newspaper having general circulation in Cleveland County; and

**WHEREAS**, said public hearing was held at a regular meeting of the Board of Commissioners on December 18, 2018;

**NOW, THEREFORE, BE IT RESOLVED**, that the Cleveland County Board of Commissioners, pursuant to N.C.G.S. §§153A-76 and 153A-77(a), does hereby abolish the Board of Social Services and assume and confer upon the Board of Commissioners all powers, responsibilities, and duties of the Board of Social Services, effective as of the date hereof.

Adopted this 18<sup>th</sup> day of December, 2018.

By:   
Susan Allen, Chairman  
Board of Commissioners of Cleveland County

ATTEST:  
  
Phyllis Nowlen, Clerk  
Cleveland County Board of Commissioners



**ACTION:** Commissioner Whetstine made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, *approve the Resolution abolishing the Cleveland County Board of Social Services and assuming and conferring upon the Cleveland County Board of Commissioners all powers, responsibilities and duties of the Cleveland County Board of Social Services pursuant to N.C.G.S 153A-76 and 153A-77(a).*

**REGULAR AGENDA**

**CREATION OF DEPARTMENT OF SOCIAL SERVICES ADVISORY BOARD**

Chairman Allen again recognized County Manager Brian Epley to present an item regarding the creation of the Department of Social Services Advisory Board. The Board of Commissioners has now assumed the powers and duties of the county DSS board and Mr. Epley presented to the Board a resolution to create a DSS advisory board



to assist it in overseeing and managing DSS activities as outlined by N.C.G.S. § 153A-76 and N.C.G.S. § 153A-77(a). The advisory board will consist of seven members who would serve four-year staggered terms. The resolution also includes by-laws that would outline the operation of the meetings to include following “Robert’s Rules of Order” and member titles. The initial term of the seven seats will include five positions being filled by the current DSS Board. The bylaws further allow the Board of Commissioners to appoint two more members to the advisory board. The advisory board will meet at the same place and time as the current DSS board. It will further have the power to amend its own bylaws as necessary, subject to the oversight of the Board of Commissioners.

**“Cleveland County Grows Greater”**



**Resolution**

Number 17-2018

**RESOLUTION CREATING CLEVELAND COUNTY SOCIAL SERVICES ADVISORY BOARD (G.S. 153A-76; G.S. 153A-77(A))**

**Whereas**, N.C.G.S. § 153A-76 authorizes the Board of Commissioners to generally organize county government in order to promote the orderly and efficient administration of county affairs; and

**Whereas**, the Board of Commissioners has, following a properly noticed public hearing, assumed direct control over all activities heretofore conducted by and through the Department of Social Services Board pursuant to N.C.G.S. § 153A-77(a); and

**Whereas**, N.C.G.S. § 153A-77(a) further authorizes the Board of Commissioners to appoint advisory boards composed of qualified and interested residents to study, interpret, and develop community support and cooperation in activities conducted by or under the authority of the Board of Commissioners; and

**Now, Therefore, be it Resolved** the Board of Commissioners is convened in a regular meeting and does hereby resolve:

1. There is hereby created a Cleveland County Social Services Advisory Board composed of seven (7) members; and
2. The Cleveland County Social Services Advisory Board shall operate pursuant to the bylaws attached to this resolution.

**Adopted this 18<sup>th</sup> day of December, 2018.**

By:   
Susan Allen, Chairman  
Board of Commissioners of Cleveland County

ATTEST:  
  
Phyllis Nowlen, Clerk  
Cleveland County Board of Commissioners



**CLEVELAND COUNTY SOCIAL SERVICES ADVISORY BOARD BYLAWS**

**I. DEFINITIONS**

- a. "Advisory Board" refers to the Cleveland County Social Services Advisory Board.
- b. "Board of Commissioners" refers to the Cleveland County Board of Commissioners.
- c. "Commissioner" refers to a member of the Cleveland County Board of Commissioners.
- d. "DSS" refers to the Cleveland County Department of Social Services.
- e. "Member" refers to a member of this Cleveland County Social Services Advisory Board.
- f. "County Clerk" refers to the person who occupies the role of Clerk to the Board of Commissioners as defined by N.C.G.S. § 153A-111.

**II. MEMBERS**

There shall be seven (7) members of the Advisory Board who shall be nominated by the Board of Commissioners. Members of the Advisory Board shall serve without compensation. Seats 1, 2, 3, 4, and 5 shall be initially filled as provided for in Section III of these bylaws. Seats 6 and 7 shall be initially filled by the Board of Commissioners in any manner not inconsistent with Section III of these bylaws.

Seat 1 shall be occupied by a current member of the Board of Commissioners. Seats 2-7 may be filled by the Board of Commissioners in any manner not inconsistent with these bylaws.

In the event that the current Commissioner who serves on the Advisory Board is no longer able or willing to do so, the Board of Commissioners shall appoint another commissioner to occupy that seat. Should a vacancy arise on this Advisory Board in any seat other than Seat 1, the Board of Commissioners may appoint any person to fill the remainder of the term for the vacant seat.

**III. TERMS**

The terms of the initial members of the Advisory Board shall be as provided for in Section IV of these bylaws. Otherwise, members shall serve a term of four (4) years from

- iv. The DSS Deputy Director shall make a reasonable effort to attend all meetings of the Advisory Board in order to support the DSS Director.
- v. The DSS Assistant Director of Plans and Operations shall make a reasonable effort to attend all meetings of the Advisory Board in order to support the DSS Director.
- vi. The Advisory Board Clerk shall be appointed by the DSS Director and shall attend all meetings of the Advisory Board or otherwise ensure that one of the other officers will carry out the duties of Advisory Board Clerk in his or her absence. The Advisory Board Clerk shall keep and provide access to minutes and agendas as provided in Section VI of these bylaws and shall generally ensure that the Advisory Board conducts its business in an orderly manner.

**VI. MEETINGS**

- a. **Parliamentary Procedure:** In all matters not otherwise inconsistent with these Bylaws, Roberts Rules of Order shall govern meetings of the Advisory Board.
- b. **Regular Meetings:** Will be held the last Monday of each month at 4 p.m. at the Cleveland County Department of Social Services. All meetings shall be noticed in accordance with N.C.G.S. § 143-318.12.
- c. **Quorum:** Shall consist of a simple majority of the authorized membership of the Advisory Board. However, the authorized membership of the Advisory Board shall not include vacant positions or members who are disqualified from voting.
- d. **Telephonic Communication:** Members may participate in regular and special meetings via telephone, video chat, or any similar form of constant and instantaneous communication. For the purposes of counting attendance, a member participating telephonically shall be counted as present.
- e. **Minutes:** Shall be kept for each meeting. Previous meeting minutes shall be emailed or mailed to Advisory Board members prior to the next regular meeting. Copies of minutes shall be provided to the County Clerk.
- f. **Agenda:** For forthcoming meetings, the agenda will be provided in time to allow members to prepare for those meetings. Copies of the agenda will be provided to the County Clerk.

the date of appointment. This four-year period shall be calculated in the manner prescribed by Rule 6(a) of the North Carolina Rules of Civil Procedure. Members can be reappointed at the end of a four-year term, and there is no limit on the number of terms that a person can serve.

**IV. INITIAL MEMBERS**

There shall be five (5) initial members of the Advisory Board whose terms shall be as follows:

Seat	Member Name	Title	Term Start Date	Term End Date
1	Susan Allen	Vice-Chair	12/18/2018	6/30/2019
2	Betsy Wells	Member	12/18/2018	6/30/2021
3	Mary Accor	Chair	12/18/2018	6/30/2019
4	Dale Oliver	Member	12/18/2018	6/30/2020
5	Lendra Phillips	Member	12/18/2018	6/30/2020

**V. OFFICERS**

a. **Officers Designated:** The officers of the Advisory Board shall be a chair, vice-chair, DSS Director, DSS Deputy Director, DSS Assistant Director of Plans and Operations, and Advisory Board Clerk. Should there at any time not be a DSS Deputy Director or DSS Assistant Director of Plans and Operations, the DSS Director may appoint any DSS employee to serve as an officer of the Advisory Board instead.

b. **Duties of Officers:**

- i. The Chair is a member of the Advisory Board and shall preside at all regular and special meetings, delegate tasks to members, and see that all correspondence and business of the Advisory Board is carried out. The Chair shall act as spokesperson for the Advisory Board and perform such duties as shall be delegated to him or her by the Advisory Board.
- ii. The Vice-Chair is a member of the Advisory Board and shall, in the absence of the Chair, have the authority and perform the duties of the Chair.
- iii. The DSS Director is the person who occupies the position of County Director of Social Services as described in N.C.G.S. § 108A-12. The DSS Director shall make a reasonable effort to attend all meetings of the Advisory Board in order to inform and advise the Advisory Board about the activities of DSS. The DSS Director shall further act as the executive officer of the Advisory Board and act as its secretary.

- g. **Vote:** No member shall vote for, on behalf of, or in any way exercise the vote of another member.
- h. **Closed Session:** May be called in accordance with N.C.G.S. § 143-318.11.
- i. **Special Meetings:** May be called at any time by the Chair, or at the request of a simple majority of the authorized membership of the Advisory Board, or at the request of the Board of Commissioners. All meetings shall be called in accordance with N.C.G.S. § 143-318.12.

**VII. CONFLICT OF INTEREST**

No member of the Advisory Board shall vote on a question in which he or she has any personal or financial interest. The member shall declare that he or she has a conflict and shall not participate in the deliberations or be considered as a part of the necessary quorum. A question regarding whether a matter involves a conflict of interest shall be resolved by the Advisory Board.

**VIII. AMENDMENTS**

These bylaws may be amended by a vote of the majority of the Board of Commissioners. The Advisory Board may submit a request for an amendment to these bylaws to the Board of Commissioners by majority vote.

**IX. ADOPTION**

These bylaws were adopted by the Board of Commissioners at its regular meeting on December 18, 2018.

**ACTION:** Commissioner Hardin made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, *approve the resolution creating the Cleveland County Social Services Advisory Board.*

## **ECONOMIC DEVELOPMENT DISTRICT**

Chairman Allen called Scott Dadson, Executive Director for the Isothermal Planning and Development Commission (IPDC) to the podium to present the information on the creation of an Economic Development District (EDD). An Economic Development District (EDD) is a designation given by the US Economic Development Administration (EDA) to a region that has established a strategy-driven economic development plan for regional economic development. The regions are commonly comprised of multiple counties. There is usually a regional organization that serves to coordinate the locally-based, regionally driven economic development planning process (involving public, private, and non-profit sectors) to establish a regional strategic blueprint. This blueprint is known as the Comprehensive Economic Development Strategy (CEDS), and is designed to guide the economic prosperity and resiliency of a region. Regions that have completed their CEDS, and can show the support of its regional partners, and the state in which they exist, can apply to EDA to become a recognized EDD.

The IPDC Board recognized the need for a regional approach to economic development, and the opportunity for IPDC to serve as a regional convener and facilitator for its member constituencies. While each county in the Isothermal Region has dedicated staff working towards economic and business development, IPDC can serve as a conduit for Federal and State economic development programs that would assist and supplement each county's endeavors. IPDC worked closely with regional partners to utilize the USDA Stronger Economies Together (SET V) Program to develop the Isothermal Regional Economic Development Strategy. This strategy will be utilized as our regional CEDS. The Isothermal Region is the last region in North Carolina to be designated as an EDD. Triangle J became an EDD in 2018. Once the Isothermal Region has been recognized as an EDD, it can access EDA programs and funding that would otherwise not be available to a region. Funding opportunities include Economic Development Assistance Programs, Regional Innovation Strategies, Planning and Technical Assistance and Disaster Recovery. EDA programs and funding can augment and supplement other federal funding mechanisms that IPDC already taps into, such as USDA, and the Appalachian Regional Commission (ARC). This will greatly enhance IPDC's ability to promote and expand regional economic development projects across all four Isothermal counties.

Chairman Allen opened the floor to the Board for questions and comments. Commissioner Hutchins advised the County is currently involved in Charlotte regional partnership. If the County decides to enter into this partnership, how would that affect Cleveland County as far as operations? Mr. Dadson responded it will enhance the county's current relationships with the surrounding regional partnerships. Cleveland County is in a positive position to be a part of a larger regional operation with Mecklenburg County and as well as having a positive effect with the regions to the west. There are several factors that join the east and west such as Highway 74, Isothermal Planning, economic development and workforce development. Commissioner Hutchins questioned if the funds would follow Cleveland County if they joined another partnership and would the county still be able to receive the funds allocated through the Charlotte Regional Partnership? Mr. Dadson advised the EDD presented has nothing to do

with that relationship and therefore will not affect any funding. County Manager Brian Epley reiterated the funding answer. Commissioner Whetstine stated for clarification this will only enhance Cleveland County and not hinder any partnerships already in place. Mr. Dadson stated this was correct. Commissioner Hutchins asked the County Manager if this collaboration has been discussed with Economic Development (CCEDP) and if so, what direction did they give? Mr. Epley explained this has been reviewed with CCEDP and they are fully supportive and are excited about the additional resources.



**ACTION:** Commissioner Bridges made a motion, seconded by Commissioner Whetstine, and passed unanimously by the Board to, *approve the resolution supporting the designation of the 4 County Isothermal Region as an Economic Development District.*

#### **BOARD APPOINTMENTS**

##### **CLEVELAND COUNTY AGRICULTURAL ADVISORY BOARD**

**ACTION:** Commissioner Whetstine made the motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to re-appoint Dennis Martin and appoint Sabrina Bridges to serve as members of this board*, for a period of three-years, scheduled to conclude December 31, 2021.

##### **CLEVELAND COUNTY BOARD OF HEALTH**

**ACTION:** Commissioner Bridges made the motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board, *to appoint Dr. Deanna Lawrence and re-appoint Robert Miller, Kale Meade*

*and Stan Pitts to serve as members of this board*, for a period of three-years, scheduled to conclude December 31, 2021.

#### **CLEVELAND COUNTY COMMISSION FOR WOMEN**

**ACTION:** Commissioner Whetstine made the motion, seconded by Commissioner Bridges, and unanimously adopted by the Board, *to re-appoint Mary Accor, Diane Davis and Valerie Boyd to serve as members of this board*, for a period of three-years, scheduled to conclude December 31, 2021.

#### **CLEVELAND COUNTY NURSING HOME ADVISORY BOARD**

**ACTION:** Commissioner Bridges made the motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to re-appoint Patsy Harrison to serve as a member of this board*, for a period of three-years, scheduled to conclude December 31, 2021 and *to appoint Kyle Tolley to serve as a member of this board*, for a period of one-year, scheduled to conclude December 31, 2019.

#### **CLEVELAND COUNTY PLANNING BOARD**

**ACTION:** Commissioner Whetstine made the motion, seconded by Commissioner Bridges, and unanimously adopted by the Board, *to appoint Harold Kee to serve as a member of this board*, to fill the unexpired term of Ronnie Whetstine, scheduled to conclude December 31, 2020.

#### **CLEVELAND COUNTY VETERAN'S ADVISORY COUNCIL**

**ACTION:** Commissioner Bridges made the motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to appoint Brandon Ruppe and re-appoint Commissioner Hutchins to serve as members of this board*, for a period of three-years, scheduled to conclude December 31, 2021.

#### **SHOOTING RANGE ADVISORY BOARD**

**ACTION:** Commissioner Hutchins made the motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board, *to re-appoint Sam Beam and Charlie Carrigan to serve as members of this board*, for a period of three-years, scheduled to conclude December 31, 2021.

#### **KINGS MOUNTAIN BOARD OF PLANNING AND ZONING ETJ**

**ACTION:** Commissioner Whetstine made the motion, seconded by Commissioner Hutchins, and unanimously adopted by the Board, *to re-appoint Doug Lawing to serve as a member of this board*, for a period of three-years, scheduled to conclude December 31, 2021.

#### **COMMISSIONER REPORTS**

**Commissioner Hardin** – toured the Cliffside Power Plant and visited several County Departments. She looks forward to meeting more County employees.

**Commissioner Bridges** – gave remarks about the many projects that were completed this past year and thanked the management team and staff for their continued hard work and dedication.

**Commissioner Hutchins** – attended a North Carolina Association of County Commissioners (NCACC) meeting in which the 2019 Legislative Goals were discussed. Commissioner Hutchins is expecting follow up

information from that meeting which he will pass along as soon as it is received. Cleveland County's submitted a goal for the State to provide funding to pave secondary roads does not affect every county in the state. He will be taking the goal back to the NCACC Legislative Conference to see if the goal can be passed.

**Commissioner Whetstone** – thanked the management team for the great work that is being done. He also attended the MPO last week in Gaston County and discussed the possibility of the Lynx bus to run from Matthews to the Gaston County line. It is the goal to have that bus line come all the way into Cleveland County as well.

**Chairman Allen** – also thanked staff and the Commissioners for all the hard work that has gone into a very successful year and looks forward to carrying on the positive momentum into 2019.

**ADJOURN**

There being no further business to come before the Board at this time, Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board, *to adjourn the meeting*. The next regular meeting of the Commission is scheduled for *Tuesday, January 15, 2019 at 6:00 p.m. in the Commissioners Chamber*.

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*Susan Allen, Chairman  
Cleveland County Board of Commissioners*

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*Phyllis Nowlen, Clerk to the Board  
Cleveland County Board of Commissioners*