

*David Moxley, Chairman of Board  
Frank Zachary, Vice Chairman  
Cliff Collins, Commissioner  
Ricky Oliver, Commissioner  
Tim Parks, Commissioner*



*Ed Powell, County Attorney  
Lisa Hughes, County Manager  
Tanya Gentry, Clerk to the Board*

## **COUNTY MANAGER'S REPORT**

### **January 10, 2025**

#### ***Hospital Records***

The Federal Judge in the lawsuit between the County and HMC ordered HMC to release all medical records from the hospital to the County in 2015. Hospital medical records are to be kept 11 years depending upon the age of the patient (longer for minors). The Clinic medical records were released to Dr. McGrath when he opened his practice. Through the County's hospital attorney, we asked DHHS about our ability to destroy these medical records as nobody ask for copies any more. The County has been authorized by the State to destroy the medical records after giving 30 days' notice through a Legal Ad to give people an opportunity to pick up their records. The Legal Ad is scheduled to run in the Yadkin Ripple next week and on the County website. Unclaimed medical records will be destroyed after February 28, 2025.

#### ***Vacancy Report***

There are 14 vacancies this week. Human Services has 6 vacancies, all in the Social Services Division. The Sheriff's Office has 3 positions vacant, Emergency Services has 4 vacancies and the Tax Assessor's Office has 1 vacancy. Eleven of these positions have been vacant over 30 days, with 6 of them being in Human Services. Five of these positions (3 in Human Services) have been vacant over 100 days.

#### ***Safety Committee***

The County has an active Safety Committee that meets on a regular basis to discuss workplace injuries, vehicle accidents, building safety, emergency action plans for County Departments and buildings, etc. Each County Department has representation on the Safety Committee. Recently, all buildings had a fire drill and they were timed and employees were "tested" to see if they called 911 and verified everyone was out of the building. During one of these inspections, it was also realized that the Register of Deeds Office only has 1 exit and if it were blocked by a fire, they have no other way out. We are going to explore the option and cost of installing a door from their Office to the courtyard.

#### ***Direct Grants***

Senator Settle and Representative Howard were instrumental in bringing State grant funds to various organizations within Yadkin County. Representative Howard brought \$50,000 to each of the 10 volunteer fire departments and Senator Settle brought another \$500,000 total

to 11 non-profits and the Sheriff's Office. These funds are coming through the County and the County had to enter into an Agreement with the State Office of Budget and Management once we submitted a Scope of Work. The Scope of Work wasn't simply how the County was going to disburse the funds, it was how all of the sub-recipients were going to spend the funds. The County is responsible for this \$1,000,000 and ensuring it is spent in accordance with the Memorandum of Agreement and the Scopes of Work. We must document this and provide the State quarterly reports and copies of invoices. The State has the authority to reject any invoice or report and tell the County it is not an eligible expense. If the County does not provide the documentation to the State and receive the State's approval, the County is responsible for reimbursing the State. The County Finance Department is responsible for administering these funds locally and providing the quarterly reports to the State. They are running into issues that some of the sub-recipients think they can spend the funds any way they want and without any accountability. Each sub-recipient signed a Memorandum of Agreement with the County pertaining to the use of the funds. Again, they must be spent in accordance with the Scope of Work (which can be revised if needed and approved by the State). The expenditure of these funds is not a County decision, the County is the middle-man between the State and the sub-recipients. Finance staff is doing the best they can explaining this to the sub-recipients and protecting the County's financial liability of having to return funds to the State for expenses that are not deemed eligible by the State.

As of December 31<sup>st</sup>, five of the fire departments had fully spent their \$50,000 and the remaining 5 have partially spent their funds.

Five of the 12 non-profits had fully spent their allocated amounts as of December 31<sup>st</sup>. Most of the other non-profits have partially spent their funds.

We have worked with these organizations and there have been some revisions to the Scopes of Work, which have been approved by the State.

### ***Budget Information Sessions***

I previously mentioned to the Board the idea of having Budget Training/Information Sessions for the Board to help Commissioners understand the budget itself better and how staff goes through the process. I have broken it down into 6 sections: Fund Structure, Revenues, Expenditures, Education (Public Schools & Community College), Non-profits and Fire Departments/Rescue Squad. My thoughts are each session would last about an hour, understanding that we can extend the time if needed. These sessions are optional for you to attend and general in nature, without specifics for the FY2026 budget. We can schedule them weekly starting in February and we can discuss dates at the Budget Retreat on January 27 or I can send you a survey.

### ***Ambulance***

Keith Vestal visited the assembly plant and saw our ambulance. It is on schedule to be delivered next later this month or early February and the second one in June. Being that we are on track to receive these ambulances, we are not pursuing purchasing another one that was going to cost the County approximately \$100,000 more than one of these. If we were not going to receive one in a few weeks, we would have pursued this option.

### *Available Space*

The County assumed Tom Fagerli's lease agreement for space in the building purchased from AOA Signs. Veterans' Services is in this building and the Highway Patrol also rents space. The lower level has been made available to the Veterans' Council for a Veterans' Museum once they obtain their non-profit status. Tom Fagerli rented a larger space on the Jackson Street side of the building and was paying \$654 monthly in rent. The space needs cleaning and some minor repairs if the County wants to rent it to another entity. We are rekeying the exterior locks and conducting some clean-up. We are assessing the furniture as well for use or surplus.

### *Upcoming Dates*

**January 13, 2025 at 6pm** we will have training by Jim Joyce with the School of Government on planning, zoning and the relationships/purpose of the Planning Board, Board of Adjustment and Board of Commissioners. Dinner will be provided.

**January 27 at 6pm** will be the FY2026 Budget Retreat at the Moose Lodge. Dinner will be provided.

**February 3 at 5pm** Special Called Meeting – Closed Session to Discuss a Personnel Matter

The School of Government has several webinars coming up that you may be interested in. Please let Tanya know if you are interested in any of these or any other training.

January 23-24: Essentials in County Government in Winston Salem

January 30: Leading Your Board in Raleigh

February 7: Top 10 Primer: Managing Conflict Online

March 5: Top 10 Primer: Tools for a Successful Strategic Plan Online

March 19: In the Hot Seat: Leading Through Public Scrutiny in Chapel Hill

April 2: Fiduciary Responsibilities of Local Elected Officials Online