

**Special Meeting**  
**Monday, July 11, 2019**  
**8:00am**  
**Chowan County Public Safety Center**  
**305 West Freemason St.**  
**Edenton, NC**

This meeting was recorded. A copy of the recording is in the meeting file labeled July 11, 2019.

Present Chair Patti Kersey, Commissioners Greg Bonner, Ron Cummings, Don Faircloth, Larry McLaughlin, Bob Kirby and Ellis Lawrence

Staff present County Manager Kevin Howard and Board Clerk Susanne Stallings

Sheriff Dwayne Goodwin, EMS Director Colin Ryan and Finance Officer Cathy Smith were in the audience in attendance.

Neil Emory with the North Carolina Association of County Commissioners (NCACC) Outreach Department was also present.

**Special Meeting**

Chair Kersey called the special meeting to order. She noted the purpose of the meeting was for the Board to meet with a resource liaison from the NCACC to discuss the goals for an assessment of Chowan County Emergency Services. She then turned the floor over to Mr. Emory to better explain the process.

Mr. Emory thanked the Board for having him here. He noted this service is provided at the requests of Counties. He stated the evaluation is compiled by teams that come in and evaluate certain services. He noted this has been done for Emergency Services, and Tax Departments in other counties. He stated the teams are comprised of peer members that come in for one to two days and look for areas to be improved. He stated that these teams also look at what resources are being given to these departments and will determine if the County is meeting its obligations to the department. He stated that they recently completed a study for Sampson County and it has not been presented to their Board of Commissioners yet however he has provided a study done previously for Rutherford County. He noted these are not detailed run report studies however the team may recommend the County invest in a certain type of study or evaluation. He stated the process is lengthy as the team has to be compiled and they look at similar counties. He stated that they do as the County to provide a letter stating what they “want” out of the study. He noted that there is no charge for this study.

Commissioner Faircloth stated the goal is to get the most benefit from Emergency Medical Services for the public, he asked if that is enough time to complete the study.

Mr. Emory stated that there are several calls and email follow ups. He stated for what they review, that is enough time.

Commissioner McLaughlin asked if the part-time/full-time ratio of workers is reviewed.

Mr. Emory stated they do not do a staffing study.

Chair Kersey stated that there is a concern that there are too many part-time employees in EMS it may impact recruitment of full time workers.

Mr. Emory stated they will assess employees and send a questionnaire ahead of their visit.

Chair Kersey noted that the Board has been informed that competitive salaries is often a retention issue in EMS and other departments.

Commissioner Kirby stated that many of the volunteer rescue fire and EMS groups are disbanding because of the state regulations and paperwork requirements. He stated that often they are as strict as the requirements being met by full time staffed fire and rescue agencies.

Mr. Emory stated that the demand for higher level of care is a contributing factor. He added it is more difficult for volunteers to leave their employment to respond to calls during work hours. He stated many areas in the state now have full time paid staffing. He stated that EMS is now a profession. It's a different time/standard.

Commissioner Lawrence asked if there has ever been any concern with volunteer staffing.

Mr. Emory stated he was not aware of any.

Commissioner Bonner asked if there are other departments being looked at besides EMS.

Mr. Howard stated that the Sheriff has indicated he is willing to have 911 included in the review with EMS. He stated that Emergency Management has not been included so far in the discussions.

Commissioner Faircloth asked to be excused from the meeting, he left the meeting room.

The Board discussed the Sampson report along with the request letter that Sampson County provided to the NCACC asking for the study.

Chair Kersey provided the Board with sample remarks of she put together for the letter. She stated that Board members should provide their written remarks to Susanne to be compiled for the Chair and Manager to draft the letter.

Mr. Howard noted that EMS, 911 are to be included. He noted that fire was mentioned in discussions with the volunteer station chief however he has not had a chance to speak with the Town Manager to see if she is interested.

Commissioner McLaughlin asked Board members for their remarks.

Commissioner Lawrence stated he was satisfied with the quality of the Sampson report.

Commissioner Kirby stated he liked the comments in the Chairs list.

Commissioner Cummings noted his comments and stated he would forward them to the Clerk.

Sheriff Goodwin stated that he is concern that this study will have employees hopeful that there will be a recommendation to provide additional resources to their departments in form of salaries. He stated that many years ago a salary study was conducted and despite the recommendation to increase county employee salaries, the Board at the time did not take any action on the recommendation.

Chair Kersey stated it is the responsibility of the Sheriff to keep his employees informed of the purpose of this study to ensure there is good communication throughout the process.

**Adjourn**

Being no further business, Chair Kersey declared the meeting adjourned.

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Patti F. Kersey, Chair

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Susanne Stallings, Clerk