

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

July 2, 2013

POST SUMMARY MINUTES

PRESENT: Chairman Jeffrey E. Turner, Vice-Chairman Michael Edmondson, Commissioner Sonna Singleton, Commissioner Gail Hambrick, Commissioner Shana M. Rooks, and Clerk Shelby D. Haywood.

1. Chairman Turner called the meeting to order.
2. Invocation was led by Chaplain Keith Reynolds of the Clayton County Police Department. Pledge of allegiance to the flag was led by Chairman Turner.
3. Amended the agenda by adding Resolution 2013-174 (Authorizing Clayton County to enter into two use of facilities contracts with Clayton County Public Schools providing for terms and conditions under which the county will use the Charles Drew High School gymnasium and the Southern Crescent Stadium for youth football and cheerleading camps and a coaching clinic; to authorize the Chairman to execute the contracts, and otherwise perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes); deleting item #11 (Resolution 2013-164, a Resolution authorizing Clayton County to enter into a contract with The Collaborative Firm, LLC providing for the terms and conditions under which stand-by and other planning services will be rendered to the County; to authorize the Chairman to execute the agreement together with any documents necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required under the terms of the agreement; to provide an effective date of this resolution; and for other purposes); and deleting item #22 (Appointment of an Interim Fire Chief for the Fire and EMS Department). Clerk Haywood announced that an Executive Session would be held to discuss litigation and personnel matters. The agenda was adopted, as amended, as all commissioners had copies before them. Vote unanimous.
4. Approved the June 18, 2013 Regular Business Meeting minutes. Vote unanimous.
5. PUBLIC COMMENT: Citizens will be given a three (3)-minute maximum time limit to speak before the Board of Commissioners about various topics, issues, and concerns. Following thirty minutes of hearing from the public, the Board of Commissioners will allow the remainder of citizens who have signed up to be heard at the next Tuesday business meeting.

1) Dr. Henry Anderson, a Clayton County resident, brought his final twelve (12)-week summation to a close on major concerns on increasing Police Officers, enforcing codes, rules and regulations against businesses on Tara Boulevard that are in non-compliance and violating the County's

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codes and ordinances. He thanked the Board for its approval to transfer the twenty-seven (27) deputies from the Sheriff's Office who served as School Resource Officers (SRO) to the Police Department. Dr. Anderson stated that he sent an email letter on July 1, 2012 to the Board informing it of his meeting with GDOT Assistant Area Engineer Maintenance Specialist Michael Hill. He confirmed that he and Mr. Hill traveled the roads, highways, and streets in Clayton County and assessed what improvements needed to be corrected due to the neglect of this County. Dr. Anderson strongly encouraged and requested that the Board transfer Code Enforcement from Community Development to the Police Department to have more authority in fining and closing down these businesses that are operating illegally in the County. In closing, he thanked the Board again for increasing Police Officers in Clayton County, making favorable decisions in the best interest of the County, and keeping Clayton County a safe, attractive and clean county in which to reside. Dr. Anderson thanked the Board for its time and attention to his concerns.

2) David Evans, a taxpayer and voter, made a complaint regarding his reservation at the Clayton County International Park. He stated that he chose this location for August 17, 2013 because of pavilion availability and the Beach. Mr. Evans affirmed that he was then informed by Parks and Recreation that water will not be brought in before his event and he could get a refund. He stressed that having a beach with no water does not make sense. Mr. Evans further stated he had to keep this reservation because he could not find another available location. He felt he should not have to pay the full amount of the \$750.00 rental fee because he was not being accommodated for the amenities as promised.

Chairman Turner stated he appreciated Mr. Evans bringing his concerns to the Board and, due to some unfortunate circumstances, Beach Operations at Clayton County International Park have been suspended until further notice.

Chairman Turner asked Mr. Evans to leave his information with Detrick Stanford, Director of Parks and Recreation, and the three of them will work out a resolution.

6. PROCLAMATION: "Clayton County Observes July as National Parks and Recreation Month" (presented by Chairman Jeffrey E. Turner). [NOTE: Group photos were taken of the honorees and Board. Clerk Haywood read all the proclamation for the benefits of the honorees, Board, and audience.]

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7. PRESENTATION: “2013 Scholarship Winners for the 2013 Jekyll Island Trip in conjunction with the Kids Outdoor Initiative.” [NOTE: Group photos were taken of the scholarship winners and Parks and Recreation staff.]

Clerk Haywood presented the “2013 Scholarship Winners for the 2013 Jekyll Island Trip in conjunction with the Kids Outdoor Initiative,” as follows:

For the fourth consecutive year, Clayton County Parks and Recreation will chaperone twelve (12) Clayton County middle school students on a 3-day trip to Jekyll Island, leaving on July 18, 2013, to experience and study its natural environment. In 2009, the Board of Commissioners adopted a Resolution supporting the Kids Outdoor Initiative and the Georgia Children's Outdoor Bill of Rights. This Bill of Rights recommends that every child, by the age of fourteen (14), should have an opportunity to experience a list of ten distinct outdoor activities, such as: exploring nature, camping under the stars, following a trail, and playing on a team.

The 7th and 8th grade students participating in this year’s trip, courtesy of a scholarship provided from proceeds of the Kids Outdoor Initiative Festival, Barbecue Competition and Lake Spivey Road Race, were chosen by submitting a 250-word essay describing the outdoor activity they wish to participate in out of the 10 activities named in the Outdoor Bill of Rights.

The 2013 Scholarship winners are Darius Daniel (Elite Scholars Academy), Sedrick Gardner (Ash Street Center), Tonya Johnson (Creekside Christian), Devoryia Merrit (Kendrick Middle), Kaitlyn Mooney (Rex Middle), Tyshawnah Natrice (Riverdale Middle), Obasci Onuoha (Elite Scholars Academy), Brian Raiford (Riverdale Middle), Tylen Rooks (Rex Middle), Janesha Smith (MD Roberts), Jacob Thomas (Elite Scholars Academy) and Tyler Watkins (Elite Scholars Academy).

8. Theodis Locke, Director of Central Services/Risk Management, presented one (1) item that resulted in the following Board action.

(NOTE: The entire Purchasing Ordinance for Clayton County, Georgia can be viewed on the MuniCode website. Citizens can access this website via the following website address: <http://library.municode.com/index.aspx?clientId=10562>.)

1) Approved a **Request to Sell County Surplus Items, utilizing the County’s contract with GovDeals.com**, as requested by the Central Services Department.

The list of items is as follows:

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- Lot #154 5 Pieces of Office Furniture including a small wood table, rolling cabinet, peg board panel, rolling cart, and a square card table
- Lot #157 5 Pieces of Office Furniture including 3 wood desks, two shelf tables, and a wood enclosure
- Lot #158 3 Pieces of Printing Supplies – Laminator, Paper Cutter, and GBC Comb Bind
- Lot #159 65 Flat Panel Computer Monitors
- Lot #160 57 Flat Panel Computer Monitors
- Lot #161 9 Large Monitors and 23 Flat Panel Monitors
- Lot #162 27 Computer Monitors
- Lot #163 27 Computer Monitors
- Lot #164 27 Computer Monitors
- Lot #165 2 Microwaves, 1 Refrigerator, 1 Meat Slicer, 1 Freezer, and 1 Coffee Maker
- Lot #166 2 Rammers, 1 Spreader, 1 Motor, 1 Pipe Threader, 1 Chainsaw, and 8 Sign Stands
- Lot #167 Graco Air Power Pump and 1 Emglo Gas Air Compressor; and
- Lot #168 Set of 9 Canopy Tents

Vote unanimous.

9. Ramona Thurman, Chief Financial Officer, presented one (1) Budget Amendment which resulted in the following Board action.

1) Approved Budget Amendment #2-73 – 5% Hotel Motel Tax Fund/FYE 6-30-13, in the amount of \$5,000.00, to cover the cost of repairing the Historic Marker Site in Rex, Georgia. Vote unanimous.

10. Renee Bright, Director of Human Resources, presented four (4) requests which resulted in the following Board actions.

1) Approved a Request for the Board to approve a reclassification from a Jury Manager/Pay Grade 21 to a Jury Specialist/Pay Grade 17 in the Clayton County Court System and to

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utilize the remaining funds to add a part-time position of Deputy Court Clerk to assist in jury. The reclassification savings of \$7,000.00 will be applied to part-time work. Vote unanimous.

The department needs two employees to function efficiently. The Jury Division handles a large volume of calls and e-mails as well as walk-ins asking for deferrals and other information. This is in addition to managing 100-185 jurors each week for nine (9) Superior Court judges as well as Senior judges who assist with jury trials. Each juror completes an extensive questionnaire of which the information has to be entered in the computer. Since July of 2012, 22,126 jurors have been summoned. The vast amount of work involved as well as the critical need for accuracy has created an imperative need for additional employees. This is a monumental task for one person to handle amidst the numerous phone calls, walk-ins and emails.

2) Approved a Request for the Board to approve the deletion of one Senior Litigation Assistant District Attorney/Pay Grade 31 position and the addition of one Deputy Chief Assistant Attorney/Pay Grade 33 position. The financial impact is budget neutral. Vote unanimous.

This position will replace the former Executive Assistant District Attorney from Crimes Against Children who was a state paid Assistant District Attorney who transferred to the Prosecuting Attorneys' Council.

The District Attorney met with Chief Financial Officer Ramona Thurman and Human Resources Director Renee Bright who advised this would be budget neutral.

3) Approved a Request for the Board to approve the deletion of a current Court Officer position (Juvenile Court/Child Welfare Unit) and the creation of a Court Appointed Special Advocate (CASA) Volunteer Supervisor position to replace it. Duties will be more aligned with the position, and the County will realize a savings of \$14,000.00+. The incumbent is at a Pay Grade 18/Step 32 (\$49,708.00) and the new position will be at a Pay Grade 18/Step 1 (\$35,543.00). Vote unanimous.

The CASA program recently promoted a staff member to Child Welfare Coordinator, leaving her Court Officer position open. The work of that position involves coordinating and supervising CASA volunteers who conduct custody investigations for the Superior Court, duties far more aligned with that of the CASA Volunteer Supervisor position than her Court Officer position. During the course of an average year, the incumbent would coordinate the investigation of about forty (40) Superior Court custody cases and work with around ten (10) volunteers.

The change will also help resolve problems encountered with Georgia CASA in the past as it relates to having a Court Officer supervise CASA volunteers rather than a CASA Volunteer Supervisor, National CASA's and Georgia CASA's preferred standard in terms of training and responsibilities. The County receives grant funding from Georgia CASA, and the current arrangement has caused friction at times with this organization.

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The purpose of the Court Officer classification is to supervise and assist any child under the court's jurisdiction and to make investigations, reports and recommendations to the court over deprived children or a child who is alleged to have committed a delinquent, unruly, and/or traffic offense. Work is performed under the general supervision of either the Intake Supervisor or the Probation Supervisor. The pay grade and salary range for a Court Officer is 018, and \$33,820.85 to 48,488.69, respectively. The pay grade and salary range for a CASA Volunteer Supervisor is 019, and \$35,543.87 to \$53,555.08.

The long term impact, if conditions allowed for the new CASA Volunteer Supervisor to reach a maximum salary potential, would be an increased salary contribution of \$5,066.39; however, the initial savings far outweigh this potential impact.

4) Approved a Request for the Board to approve the deletion of the Risk Manager/Pay Grade 30 position in the Central Services Department and the creation of two (2) Contract Specialist/Pay Grade 16 positions. The Contract Administration Division needs the necessary personnel to keep pace with the County's increased demand for processing SPLOST grants, Annual Contracts and Departmental Requests for Bids (RFB's), Requests for Proposals (RFP's), and Small Local Business Enterprise (SLBE) certification and verification requirements. Board approval of this request will result in a \$6,101.00 increase. Vote unanimous.

Favorable consideration of this request will allow the Central Services Department Contract Administration Division to perform the above-mentioned functions in an effective, efficient and productive manner.

11. Approved Resolution 2013-165, a Resolution authorizing Clayton County to enter into an Affiliation Agreement and Contract for Services on behalf of Clayton County Juvenile Court with the Georgia Court Appointed Special Advocate Association to accept grant funds (\$38,249.03 with no match required from Clayton County) and to set forth the terms and conditions under which the grant funds will be utilized; to authorize the Chairman to execute the agreement and contract for services, and otherwise to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

12. Approved Resolution 2013-166, a Resolution to abolish the Director of Policy & Planning and Administrative Assistant II positions in the Commissioners' Office; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

13. Approved Resolution 2013-167, a Resolution authorizing Clayton County to enter into a Stipulation and Agreement in the matter of Gwindelyne D. Douglas v. Clayton County Board of Commissioners before the State Board of Workers' Compensation for the State of Georgia; to authorize

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the Chairman or his designee to execute the agreement and otherwise to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required under the terms of the agreement; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

14. Approved Resolution 2013-168, a Resolution authorizing Clayton County to enter into a Memorandum of Understanding with the Department of Homeland Security, Metro Atlanta Urban Area Security Initiative (UASI) providing for the payment of \$95,712.33 by the department to better equip the Fire and Emergency Services Department first responders to respond to threats of and acts of terrorism, with no matching County funds; to authorize the Chairman to execute the agreement, and otherwise perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary, etc. Vote unanimous.

15. Approved Resolution 2013-169, a Resolution authorizing Clayton County to enter into a contract with the Georgia Department of Natural Resources and, in accordance therewith, accept grant funds for the Recreational Trail Grant Program for the Department of Parks and Recreation Greenspace Division; to authorize the Chairman to execute the contract and to otherwise perform all other acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget as needed to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

16. Approved Resolution 2013-170, a Resolution authorizing Clayton County to enter into a Service Agreement with Motorola, Inc., to maintain the E-911 Communications System; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

17. Approved Resolution 2013-171, a Resolution authorizing Clayton County to accept a forfeited vehicle (2002 Chevrolet Tahoe C1500) from a Clayton County Police Department drug investigation; to authorize the sale of such property in a manner as will be in the best interest of the County; to provide for the disbursal of sale proceeds; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; etc. Vote unanimous.

18. Approved Resolution 2013-172, a Resolution authorizing Clayton County to enter into a contract with the Georgia Department of Human Services and, in accordance therewith, accept grant funds (\$45,000.00 with no match required from Clayton County) for the Family Connection Collaborative Plan; to authorize the Chairman to execute the contract, and otherwise to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend

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the budget as needed to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

19. Approved Resolution 2013-173, a Resolution ratifying Clayton County's authority to enter into a Property Management Service Contract with Bayer Properties, LLC, for the County's participation in "Show on the Road"; to ratify the Chairman's authority to execute the contract and otherwise perform all other acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

20. Approved Resolution 2013-174, a Resolution authorizing Clayton County to enter into two use of facilities contracts with Clayton County Public Schools providing for terms and conditions under which the county will use the Charles Drew High School gymnasium and the Southern Crescent Stadium for youth football and cheerleading camps and a coaching clinic; to authorize the Chairman to execute the contracts, and otherwise perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

Vice-Chairman Edmondson questioned how the Motorola E-911 maintenance contract renewal of \$319,000.00 relates to last year. He wondered if it were the same amount or if there were a substantial increase.

Police Chief Greg Porter stated there is a small increase different from last year.

Vice-Chairman Edmondson asked if the dollar amount were in the low \$300,000.00 range or substantially different in the \$100,000.00 range.

Interim County Attorney Jack Hancock replied he believed he was correct in saying the only difference is the number of units being maintained, and there was no charge in cost per unit basis.

Vice-Chairman Edmondson asked if the funds were from the SPLOST.

Chief Porter replied yes.

Mr. Hancock requested an Executive Session pertaining to litigation and personnel matters. The Board generally consented to do so.

21. Motion by Chairman Turner, second by Commissioner Rooks, to appoint Cindy Kelley to the Tourism Authority Board to fill the unexpired term of Tamika Scott – Chairman Turner's designee – whose term coincides with the Chairman's term. The unexpired term ends on 12-31-16. [NOTE: Ms. Kelly is a new member on this board, replacing Tamika Scott/resigned.] Vote unanimous.

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Motion by Commissioner Rooks, second by Chairman Turner, to go into Executive Session in the Commissioners' Conference Room to discuss litigation and personnel matters at 7:35 p.m. Vote unanimous.

Motion by Commissioner Rooks, second by Chairman Turner, to go out of Executive Session in the Commissioners' Conference Room at 8:29 p.m. Vote unanimous.

Motion by Commissioner Rooks, second by Chairman Turner, to reconvene the Regular Business Meeting in the Commissioners' Boardroom at 8:30 p.m. Vote unanimous.

Motion by Chairman Turner, second by Commissioner Rooks, to appoint Rosalind Lett as Director of Library Services. Vote unanimous.

Motion by Commissioner Rooks, second by Chairman Turner, to approve two employment contract agreements for the Chief Operating Officer and Chief Financial Officer. The motion carried 3-2. Commissioners Singleton and Hambrick opposed.

Motion by Vice-Chairman Edmondson, second by Chairman Turner, to approve the creation of twenty-seven (27) additional Police Officer II positions. Vote unanimous.

There being no further business to discuss, motion by Commissioner Rooks, second by Chairman Turner, to adjourn the Regular Business Meeting of July 2, 2013 at 8:32 p.m. Vote unanimous.