

The Hoke County Board of Commissioners convened for a special meeting on Wednesday, September 4, 2019 in the Commissioners Room in the Pratt Building.

PRESENT:

James Leach
 Harry Southerland
 Tony Hunt
 Robert Wright
 Allen Thomas, Jr. (via conference call)

ALSO PRESENT:

Letitia Edens, County Manager
 Grady Hunt, County Attorney
 Gwen McGougan, Clerk to the Board

EMERGENCY MEETING RE: HURRICANE DORIAN

Chairman Leach called the meeting to order at 4:00 pm.

The meeting began with Emergency Management Director Bryan Marley and Emergency Management Coordinator Andrew Jacobs updating the Board and attendees on the latest strength and track of Hurricane Dorian.

The Hurricane is moving slowly NNW toward the United States at approximately nine miles per hour. Location of landfall is projected to be the Outer Banks.

Hoke County will begin seeing tropical-storm-force winds and rain early Thursday with rain totals reaching 2-4 inches.

Preparations are being made, including activating the Emergency Operations Center, in anticipation of the storm. Mr. Jacobs did not recommend opening shelters at this time. Mr. Marley said that Emergency Management is prepared and could have a shelter open within one hour's notice.

Chairman Leach asked County Manager Letitia Edens what plans are being made for operations of County Government on Thursday and Friday. Mrs. Edens said that she usually receives information from Emergency Management and makes that decision by 6:00 am on the day in question.

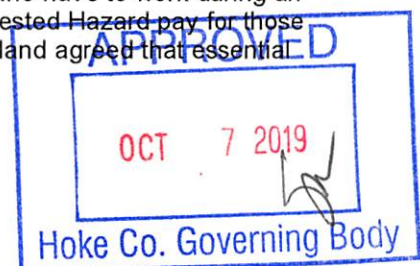
Commissioner Hunt asked Mr. Jacobs for a timeline of the impacts of the storm on Thursday. Mr. Jacobs replied that the County will begin seeing wind and rain early Thursday and rain intensity and wind speeds will increase throughout the day.

Commissioner Wright suggested that the County offices be closed on Thursday. Commissioner Hunt agreed with Commissioner Wright's suggestion, adding that one concern is for parents who have to make last-minute child care arrangements during the storm.

Motion: Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to close County offices on Thursday, September 5 and have a two-hour opening delay on Friday, September 6.

Commissioner Thomas began a discussion among the Board members about how employee time is accounted for during an emergency closure or delay. Under the current policy, employees are required to take personal leave when the County offices are closed or delayed. New employees haven't accrued much time and they have to use personal time if the County closes its offices.

Commissioner Hunt added that he is also concerned that the employees who have to work during an emergency situation be compensated fairly. Commissioner Thomas suggested Hazard pay for those employees that work under these circumstances. Vice Chairman Southerland agreed that essential



personnel should be considered. Chairman Leach added that he agrees and should be done on an "as needed" basis. Finance Officer E.J. Prevatte reminded the Board that hazard pay was not included in the FY 2020 budget.

Mr. Jacobs said the he isn't sure that FEMA will compensate the County for hazard pay, but the County will need to be in a State of Emergency before FEMA will consider compensation.

Commissioner Wright asked the County Manager and Finance Officer how much money they would need to cover these expenses for this storm. Mr. Prevatte gave an estimate of \$100,000 for two days. Mrs. Edens added that these amounts should not be charged to the departments. The funds should be charged to the storm. Storm expenses were included in the FY 2020 budget.

The County Manager asked for a one hour break to prepare the policy changes.

Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to break for one hour.

The September 4, 2019 Emergency Meeting resumed at 5:40 pm.

County Manager Letitia Edens presented the Board with the following updated Adverse Weather policy:

(Changes shown in red)

Inclement Weather Conditions, County Closings, or Disaster Situations

PURPOSE:

To establish a standard procedure for the consistent handling of employee attendance during periods of inclement weather conditions, closing of County or disaster situations.

ORGANIZATIONS AFFECTED:

All departments/divisions unless otherwise covered under published and approved departmental work rules.

POLICY:

- 1) Employees in all departments are expected to report for work at scheduled times unless officially notified not to do so.

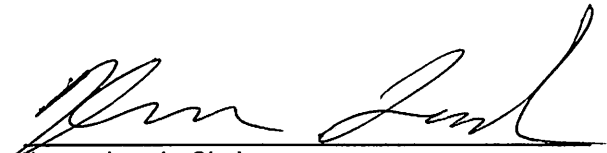
- 2) If an announcement is made by the County Manager that County Offices are to be closed (except for emergency and essential personnel as established by each department head), all non-exempt staff shall be compensated at the rate of 5 days (40 hours Regular employees, LEO 60 Hours) Administrative Leave per calendar year. This policy does not take effect until a State of Emergency is issued by Hoke County. A State of Emergency issued by North Carolina does not suffice as a declaration to activate this policy. Employee's Option with supervisor's approval).


- 3) Hazard Pay for essential personnel will be paid at (hour for hour) during the State of Emergency declared by the Board of Hoke County Commissioners until the termination of the State of Emergency. Example If you work 45 hours and 5 is for the storm you will be paid 5 additional hours of Hazard Pay along with the 45 hours you worked based on FLSA.
- 4) All essential exempt staff shall be compensated at a straight time rate after 80 hours per pay period during a declared Board of Commissioner Hoke County State of Emergency

Motion: Upon motion by Commissioner Thomas and second by Vice Chairman Southerland the Board voted unanimously to approve the changes shown above.

Adjourn

There being no further business to come before the Hoke County Board of Commissioners and upon motion from Vice Chairman Southerland and second from Commissioner Wright, the Board voted unanimously to adjourn this Special Meeting of the Board of Commissioners at 2:45 pm.


James Leach, Chairman


Gwen McGougan, Clerk to the Board

