



Moore County Board of Commissioners

January 7, 2025 | 10:30 AM
Historic Courthouse
1 Courthouse Square
Carthage, NC 28327

MINUTES

COMMISSIONERS PRESENT:

Chairman Kurt Cook, Vice Chairman Nick Picerno, John Ritter, Jim Von Canon, and Tom Adams

CALL TO ORDER

Chairman Cook called the meeting to order.

INVOCATION

Reverend Mike Dubbs of Community Congregational Church offered the invocation.

PLEDGE OF ALLEGIANCE

Public Safety Director Bryan Phillips led the Pledge of Allegiance.

1. PUBLIC COMMENT PERIOD

The following offered comments: John Misiaszek

2. ADDITIONAL AGENDA

There were no additional agenda items.

CHAIRMAN *Does any Commissioner have a conflict of interest concerning agenda items the Board will address in this meeting?*

3. CONSENT AGENDA

Upon motion made by Commissioner Cook, seconded by Commissioner Von Canon, the Board voted 5-0 to approve the following consent agenda items, and are hereby incorporated as a part of these minutes by attachments as Appendices A, B, C, D, E, and F respectfully.

- A. Board of Commissioners - December 2, 2024, Regular Meeting Minutes
- B. Public Safety - Approve Apparatus Purchase for West End Fire Department
- C. Finance - Audit Service Contract Amendment for Fiscal Year 2024
- D. Finance - Budget Amendments

- E. Legal - Policy Prohibiting Pornography on County Networks and Devices
- F. Public Works - Amendment #6 with SKC Inc. for Contract 1 of the Vass Sewer Phase 2 Project
- G. Administration - Telecommunications Policy
- H. Tax - Tax Releases/Refunds for the Month of November 2024
- I. Health - FY25 Activity 701 Child Fatality Case Reporting Agreement Addendum
- J. Health - FY25 Activity 720 CDC Enhancing Seasonal Influenza Vaccine Efforts for Farmworkers Agreement Addendum Revision #1
- K. Public Safety - Contract Amendment #2 Northwestern Emergency Vehicles, LLC for Ambulance Purchase
- L. Administration - Sheriff Salary

CHAIRMAN

Chairman Cook asked whether any commissioner had a conflict of interest concerning Agenda items the Board would address in the meeting and there was none.

Vice Chairman Picerno stated, for public consumption, referring to Item D on the Consent Agenda, that last year, Moore County had a 2 cents per \$100 tax decrease in evaluation and was still able to put approximately \$4.5 million into the capital reserve for Capital projects and \$2.5 million into the capital reserve for future fire equipment. He thanked the Moore County citizens for paying their tax bills, which allowed the Board not to take more than they needed from the citizens to run Moore County's operations.

4. RECOGNITIONS

There were none.

5. PRESENTATIONS

A. Trillium Health Resources - Update from Trillium Health Resources

Cecelia Peers, Regional Vice President of Trillium Health Resources, provided a presentation, hereby incorporated as a part of these minutes by attachment as Appendix G.

Vice Chairman Picerno asked how Trillium advertises to those who may need their services and if there is a follow-up with the vendors who are contracted through to make sure the problems are being resolved. Ms. Peers offered an explanation. Vice Chairman Picerno thanked Ms. Peers for her services, and he encouraged the Board to contact their legislators to bring more awareness to Trillium's needs.

Commissioner Von Canon expressed his concerns about Trillium's advertising for their services. He said it is important to ensure that citizens are informed about the programs they offer. He stated he would like to see the actual results and outcomes of Trillium's services. Ms. Peers said she did not have those numbers with her, but she will send them to the Board for review soon.

Extensive discussion followed amongst Ms. Peers, Vice Chairman Picerno, and Commissioner Von Canon regarding the importance of adequate funding, advertising, and informing the school system of their services. Commissioner Ritter stated during the Juvenile Crime Prevention Council meeting he attended earlier, that they have seen an increase in youth with mental health issues and the lack of assistance for these youth. Commissioner Ritter suggested Trillium investigate a facility that would assist those in need of their services in Moore County as an alternative for a hospital, such as has been done in Alamance County. Ms. Peers said they are still restabilizing after the consolidation and the best use of their facilities in serving the communities is one of the items Trillium is looking into.

Commissioner Adams reminded everyone when the legislature expanded Medicaid in North Carolina it added over 6,000 people to the program, however, they did not add additional doctors, nurses, or ancillary staff to accommodate these additional citizens. He stated the legislators should be contacted regarding the issues this increase has caused. Commissioner Adams stated there are not enough residential beds for mental health in North Carolina. He asked Ms. Peers how Trillium locates facilities for those seeking services from Trillium. Ms. Peers stated they assist those needing a treatment facility through their call center clinicians, care managers, and care coordinators. Ms. Peers stated a clinician, or a physician decides what type of plan someone may need. Commissioner Adams said more focus on advertising Trillium's services to the Moore County residents would be beneficial. Ms. Peers said Trillium is looking at different advertising approaches to educate the population better and she will provide a timeline of advertising once those items are established.

Chairman Cook suggested Trillium contact the Moore County Board of Education and share their services with them to better serve those students with mental health issues. He stated there needs to be more advertising and education. Commissioner Von Canon asked how Trillium would handle the 80% of students who are not on a Medicaid-tailored plan. Ms. Peers stated several students who have Medicaid are a part of the standard plans, but not a part of Trillium's plan. She said Trillium has worked with the school district to release an RFP for school-based therapy. This will allow a provider to go into the school system and offer therapy in the schools, and to be able to bill multiple insurances so services are covered by the insurance companies. This will allow any student to receive care in the school system.

Vice Chairman Picerno recommended Trillium be added to the Board's Work Session on January 15, 2025.

B. Cooperative Extension - Update from 4-H

Kaley Lawing, 4-H Youth Development Agent provided a presentation regarding 4-H Moore County Youth Leadership and Program Year in Review, along with the Real World, Real Money Program that was held in the fall of 2024, and is hereby incorporated as a part of these minutes by attachment as Appendix H.

Ms. Lawing stated they have hired a new 4-H Program Associate, Kim Singleton, who began her duties on January 6, 2025.

Chairman Picerno suggested Ms. Lawing reach out to the Moore County Board of Education and secure a spot on their agenda to give a 4-H presentation to the school board.

Commissioner Adams asked if Cooperative Extension tracks the demographics of e Moore County's 4-H children. Ms. Lawing stated the demographic information is tracked using their ES237 Program when the students register for 4-H programs.

6. PUBLIC HEARINGS

A. Planning - Call to Public Hearing for a Conditional Rezoning Request: Rural Agricultural (RA) to Neighborhood Business Conditional Zoning (B-1-CZ) for a Mini-Warehouse (Self-Service) – 1280 Leaman Rd

Planning Director Debra Ensminger presented for the Board's consideration a request to call for a public hearing on January 21, 2025, for a Conditional Rezoning of one parcel of approximately 2.382 acres, located at 1280 Leaman Rd, from Rural Agricultural (RA) to Neighborhood Business Conditional Zoning (B-1-CA) to construct a 116-units Mini-Warehouse (Self Service), owned by Linda Dunlap per Deed Book 4349, Page 119 and Deed Book 6248, Page 408.

Upon motion made by Chairman Cook, seconded by Commissioner Adams, the Board voted 5-0 to call for a public hearing on January 21, 2025, for a Conditional Rezoning of one parcel of approximately 2.382 acres, located at 1280 Leaman Rd, from Rural Agricultural (RA) to Neighborhood Business Conditional Zoning (B-1-CZ) to construct a 116-unit Mini-Warehouse (Self Service), owned by Linda Dunlap per Deed Book 4349, Page 119 and Deed book 6248, page 408.

B. Planning - Call to Public Hearing for Unified Development Ordinance Amendments to Chapter 6 (Table of Uses), Section 6.2.C.4 (Accessory Uses and Structures, General Standards for all Secondary Uses and Structures, Maximum Structure Size)

Planning Director Debra Ensminger presented for the Board's consideration a request to call for a public hearing on January 21, 2025, at 5:30 p.m. to consider the proposed amendments to Chapter 6 (Table of Uses), Section 6.2.C.4 (Accessory Uses and Structures, General Standards for all Secondary Uses and Structures, Maximum Structure Size) of the Moore County Unified Development Ordinance.

Upon motion made by Commissioner Von Canon, seconded by Vice-Chairman Picerno, the Board voted 5-0 to call for a public hearing on January 21, 2025, at 5:30 p.m. to consider the proposed amendments to Chapter 6 (Table of Uses), Section 6.2.C.4 (Accessory Uses and Structures, General Standards for all Secondary Uses and Structures, Maximum Structure Size) of the Moore County Unified Development Ordinance.

C. Planning - Call to Public Hearing for a Conditional Rezoning Request: Rural Agricultural (RA) to Rural Agricultural Conditional Zoning (RA-CZ) for a Wireless Communication Facility – 9739 NC 24-27 Highway

Planning Director Debra Ensminger presented for the Board's consideration a request to call for a public hearing of an approximately 0.11-acre portion of one of approximately 631.63 acres, located at 9739 NC 24-27 Highway, from Rural Agricultural (RA) to Rural Agricultural Conditional Zoning (RA-CZ) to construct a 259/ Wireless Communication Facility, owned by Jordan Three, LLC, per Deed

Book 4092, Page 40.

Upon motion made by Commissioner Ritter, seconded by Commissioner von Canon, the Board voted 5-0 to call for a public hearing on January 21, 2025, at 5:30 p.m. for a Conditional Rezoning of an approximate 0.11-acre portion of one parcel of approximately 631.63 acres, located at 9739 NC 24-27 Highway, from Rural Agricultural (RA) to Rural Agricultural Conditional Zoning (RA-CZ) to construct a 259' Wireless Communication Facility, owned by Jordan Three, LLC, per Deed Book 4092, Page 40.

- D. Planning - Call to Public Hearing to consider Unified Development Ordinance Amendments to Chapter 6 (Table of Uses), Section 6.1 (Principal Use Table), Section 6.2.B (Accessory Uses and Structures, Procedure for Establishment), Section 6.2.E (Accessory Uses and Structures, Accessory Use Table), and Chapter 8 (Specific Use Standards), Section 8.84 (Personal Workshop/Storage Building)

Planning Director Debra Ensminger presented for the Board's consideration a request to call for a public hearing on January 21, 2025 at 5:30 p.m., to consider amendments to Chapter 6 (Table of Uses), Section 6.1 (Principal Use Table), Section 6.2.B (Accessory Uses and Structures, Procedure for Establishment), Section 6.2.E (Accessory Uses and Structures, Accessory Use Table), and Chapter 8 (Specific Use Standards), Section 8.84 (Personal Workshop/Storage Building).

Upon motion made by Commissioner Von Canon, seconded by Commissioner Ritter, the Board voted 5-0 to call for a public hearing on January 21, 2025, at 5:30 p.m., to consider proposed amendments to Chapter 6 (Table of Uses), Section 6.1 (Principal Use Table), Section 6.2.B (Accessory Uses and Structures, Procedure for Establishment), Section 6.2.E (Accessory Uses and Structures, Accessory Use Table), and Chapter 8 (Specific Use Standards), Section 8.84 (Personal Workshop/Storage Building).

7. QUASI-JUDICIAL HEARINGS

There were no quasi-judicial hearings.

8. OLD BUSINESS

There was no old business.

9. NEW BUSINESS

A. Public Safety – Fire Department Capital Apparatus Funding

Public Safety Director Bryan Phillips presented and requested the Board's approval to distribute the remaining capital apparatus funding to the following agencies: Carthage Fire Department, Whispering Pines Fire Department, Southern Pines Fire Department, Aberdeen Fire Department, and Pinehurst Fire Department.

Upon motion made by Commissioner Von Canon, seconded by Vice-Chairman Picerno, the Board voted 5-0 to distribute a total of \$160,755 capital apparatus funding per the schedule listed in the Financial Impact section of the memo as follows:

Aberdeen	\$10,121
Carthage	\$27,828

Pinehurst	\$42,253
Southern Pines	\$60,988
Whispering Pines	\$19,565
TOTAL	\$160,755

B. Public Safety - Fire Department TDMA VIPER Reimbursement

Public Safety Director Bryan Phillips presented and requested the Board to approve the reimbursement plan for the Fire Departments of Aberdeen, Carthage, Pinehurst, Southern Pines, and Whispering Pines for their purchase of TDMA VIPER radios utilizing the Fire Commission Funding Formula county/municipal split and reimbursing the departments up to the Kenwood pricing per the 725G contract based on the documentation provided by each department and authorize the Chairman to sign all necessary documents upon legal and financial approval.

The five departments of Aberdeen, Carthage, Pinehurst, Southern Pines, and Whispering Pines county funding is less than 50%. The recommended reimbursement is based on the Fire Commission Funding Formula. The County portion, according to the Fire Funding formula, is \$161,411.00, which is the maximum payout amount. The actual payout amount is \$93,417.00 based on the documentation provided by each fire department for their actual expenses up to the Kenwood pricing as follows:

Fire Department	County Split %	Allocated per Funding Formula- Maximum Amount	Reimbursement to FD actual expense at Kenwood Price
Aberdeen	14.00%	\$20,752	\$19,403
Carthage	43.90%	\$57,101	\$10,669
Pinehurst	12.80%	\$18,657	\$18,657
Southern Pines	15.90%	\$29,937	\$25,395
Whispering Pines	45.90%	\$34,964	\$19,293
	Totals	\$161,411	\$93,417

The \$93,417 payout amount is budgeted in the general ledger account number 43712055 55026 TDMA Radio Project.

Carthage has provided documentation for flashing only and has not purchased any new mobiles or portables currently.

Vice Chairman Picerno thanked the Fire Departments for being cognizant of the taxpayer's money.

Upon motion made by Commissioner Ritter, seconded by Commissioner Von Canon, the Board voted 5-0 to approve the reimbursement plan for the

Fire Departments of Aberdeen, Carthage, Pinehurst, Southern Pines, and Whispering Pines for their purchase of TDMA VIPER radios utilizing the Fire Commission Formula county/municipal split and reimbursing the departments for their actual expenses paid up to the Kenwood pricing per the 725G contract based on the documentation provided by each department and authorize the Chairman to sign all necessary documents upon legal and financial approval.

C. Administration - Moore County New Courthouse and Renovation - Change Order #10

Capital Projects Manager Richard Smith presented and requested the Board's approval of Change Order #10 as presented for the ongoing construction of the new Moore County Courthouse.

Upon motion made by Commissioner Von Canon, seconded by Commissioner Ritter, the Board voted 5-0 to approval Change Order #10 in the amount of \$550,561 and to extend the Substantial Completion date of the contract to May 1, 2025, between the County of Moore, NC and New Atlantic Contracting, Inc. of Winston-Salem, NC and request the Chairman to execute the same.

D. Central Permitting - Pinebluff Interlocal Agreement for Inspections Services

Central Inspections Director Charles Hill presented and requested the Board's approval of a Resolution and Interlocal Agreement for building inspection services between the County of Moore and the Town of Pinebluff.

Commissioner Von Canon asked if all the inspection positions had been filled. Mr. Hill said they were. Commissioner Von Canon asked if Mr. Hill foresees a need to grow the Inspections Department in the future. Mr. Hill said there is a possibility of his department growing within the next two years due to increased construction. County Manager Vest said they are watching the Extraterritorial Jurisdiction (ETJ) discussion; if ETJ areas were removed it would put more pressure on the Inspections Department as well as the Planning Department. Commissioner Adams asked what impact this would have on adding this agreement with Pinebluff to Moore County. Mr. Hill said Pinebluff currently has employees to handle their workload, but if assistance is needed from Moore County, this would be beneficial to be put into place.

Upon motion made by Vice Chairman Picerno, seconded by Commissioner Adams, the Board voted 5-0 to approve and authorize the Chairman to execute the Resolution and Interlocal Cooperation Agreement for building inspection services between the County of Moore and the Town of Pinebluff. The Resolution Approving and Interlocal Cooperation Agreement for Building Inspection Services Between the County of Moore and the Town of Pinebluff, as well as the Interlocal Agreement for Building Inspections Services, are hereby incorporated as a part of these minutes by attachment as Appendix I.

10. APPOINTMENTS

- A. Board of Commissioners - Appointment to the Juvenile Crime Prevention Council
Upon motion made by Commissioner Von Canon, seconded by Commissioner Adams, the Board voted 5-0 to reappoint John Ritter to the Moore County Juvenile Crime Prevention Council through January 2027.

B. Board of Commissioners - Appointment of Chair to the Moore County Fire Commission

Upon motion made by Vice Chairman Picerno, seconded by Commissioner Adams, the Board voted 5-0 to table the appointment of the Chairman of the Moore County Fire Commission to a date to be determined.

C. Board of Commissioners - Appointment of Vice Chair to the Moore County Fire Commission

Upon motion made by Vice Chairman Picerno, seconded by Commissioner Von Canon, the Board voted 5-0 to table the appointment of the Vice Chairman of the Moore County Fire Commission to a date to be determined.

11. **ADDITIONAL AGENDA**

There were no additional agenda items.

12. **MANAGER'S REPORT**

County Manager Wayne Vest wished everyone a Happy New Year and welcomed everyone back after the holidays. He reminded everyone there will be a work session on January 15, 2025.

13. **COMMISSIONERS' COMMENTS**

Vice Chairman Picerno thanked everyone for their condolences on the recent loss of his son and asked for continued prayers for his family during this difficult time.

Commissioner Adams offered his condolences to Vice Chairman Picerno and said the celebration of life for his son was beautiful.

Commissioner Von Canon stated there needs to be more awareness brought to the traffic concerns and deaths by motor vehicles in Moore County.

Commissioner Ritter offered prayers and condolences to Vice Chairman Picerno on the loss of his son; and thanked him for his passion to help others.

Chairman Cook offered his condolences to Vice Chairman Picerno on the loss of his son. He reminded everyone to check on their neighbors this week and over the weekend due to the temperatures dropping and with a chance of freezing participation over the weekend.

Commissioner Von Canon made the public aware there is help available and has been offered to the homeless population and those that may be in need, but the help has not been accepted. If a citizen knows of someone who may need help, they should contact emergency services and help will be provided.

14. **CLOSED SESSION**

No closed session was needed.

ADJOURNMENT

There being no further business, upon motion made by Chairman Cook, seconded by Commissioner Von Canon, the Board voted 5-0 to adjourn the January 7, 2025,

Regular Meeting of the Moore County Board of Commissioners at 12:11 pm.

Kurt Cook

Kurt Cook, Chairman

Jennifer Parks

Jennifer Parks, Clerk to the Board



Fiscal Year 2024/2025

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
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Property Management / Solid Waste - White Goods Fund

Revenue	10019000 32950	Appropriated Fund Balance	7,507,687	56,000	7,563,687
Expense	10022000 53501	Equipment Maintenance & Repairs	119,000	20,000	139,000
Expense	10022055 55965	Roll-Off Trucks	416,955	36,000	452,955

Approved this 7 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board



70002

Fiscal Year 2024/2025

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
Fund 215 - Fire Protection Appropriated Fund Balance & Transfer to Fund		General	
Revenue 21519000 32950 Appropriated Fund Balance	841,584	1,811,771	2,653,355
Expense 21555556 59807 Transfer to Capital Res Fire Dist	-	1,811,771	1,811,771
Revenue 25819056 32942 Transfer from Fire Protection Dist	-	1,811,771	1,811,771
Expense 25856656 59914 Available to be Transferred	1,000,000	1,811,771	2,811,771
Revenue 25819056 32955 Transfer from General Fund	1,000,000	738,752	1,738,752
Expense 25856656 59914 Available to be Transferred	1,000,000	738,752	1,738,752

Approved this 7 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board



70003

Fiscal Year 2024/2025

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
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Finance - Fiscal Policy Capital Reserve Transfers for Audit Fiscal year 2024

Revenue	10019000 32950	Appropriated Fund Balance Transfer to Capital Reserve for	7,507,687	6,936,918	14,444,605
Expense	10036056 59800	Debt Service Transfer to Capital Reserve for	-	2,000,000	2,000,000
Expense	10036056 59909	Governmental Projects Transfer to Capital Reserve for	-	4,520,703	4,520,703
Expense	10036056 59954	Capital Projects for SCC	-	416,215	416,215
Revenue	25119056 32955	Transfer from General Fund	14,000,000	2,000,000	16,000,000
Expense	25152156 59924	Available To Be Transferred	2,000,000	2,000,000	4,000,000
Revenue	25019056 32955	Transfer from General Fund	68,086,732	4,520,703	72,607,435
Expense	25052056 59914	Available To Be Transferred	38,760,423	4,520,703	43,281,126
Revenue	25319056 32955	Transfer from General Fund	2,462,581	416,215	2,878,796
Expense	25352356 59924	Available To Be Transferred	-	416,215	416,215

Approved this 7 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board



70005

COUNTY OF MOORE

COMPUTER NETWORK AND INTERNET ACCESS POLICY

Effective Date: November 17, 2009 Revised Date: January 1, 2025



I. Objective

The County provides electronic mail, Internet access and other computer and electronic resources to enhance internal and external communications, and to improve the quality and efficiency of our work. This Policy addresses access to and the disclosure of information from the County's computer and communication systems. This Policy also serves as notice to employees, contractors and others that there is no expectation of personal privacy in the use of the County's computer and communication systems, including but not limited to email and the Internet.

II. Policy

A. Scope

This Policy applies to all County employees, contractors and others who have access to the County's "Computer Network" ("Users"). The term "Computer Network" means all equipment, software and services related to the County's computer network or to communication services provided by the County, including but not limited to email and Internet access.

B. Permitted Use of Computer Network.

The County's Computer Network is intended to facilitate communication and assist Users in performing work for the County. Occasional personal use of the Computer Network is permitted if it does not:

1. Interfere with the User's work or anyone else's work at the County;
2. Have a detrimental effect on the Computer Network's performance;
3. Violate or infringe on the right of any other person or entity;
4. Constitute a criminal offense or give rise to civil liability; or
5. Violate a County policy or regulation.

Users are responsible for the professional, ethical and lawful use of the Computer Network at all times. Personal use of the computer is a privilege that may be revoked at any time.

Examples of unacceptable uses include:

1. Displaying or transmitting images, cartoons, jokes or other communications that violate the County's policies against harassment on the basis of race, color, sex, religion, national origin, age, or disability;
2. Using the County's Computer Network to operate a personal business, or sending messages that violate the County's policy regarding solicitation and distribution;
3. Using the County's Computer Network to obtain, transmit or view sexually explicit material;
4. Using the County's Computer Network for political campaigning or political endorsements that violate County policy; and
5. Placing the County's Computer Network at risk of security breaches.

COUNTY OF MOORE

COMPUTER NETWORK AND INTERNET ACCESS POLICY

Effective Date: November 17, 2009 Revised Date: January 1, 2025



C. Conservation of Computer Resources.

Computer resources are not unlimited. Computer Network bandwidth and storage capacity have finite limits, and all Users connected to the Computer Network have a responsibility to conserve these resources. The County does not permit acts that waste computer resources or unfairly monopolize resources to the exclusion of others. These acts include, but are not limited to:

1. Sending or responding to mass mailings or chain letters;
2. Spending excessive amounts of time on the Internet for non-business reasons such as playing games, engaging in online chat groups or instant messaging, uploading or downloading large files, accessing streaming audio and/or video files, or otherwise creating unnecessary loads on network traffic associated with non-business-related uses of the Internet.

Users who wish to send a large group e-mail message must get permission from the Director of Information Technology or his/her designee. The Director of Information Technology shall maintain a list of the individuals authorized to grant consent under this Policy.

D. Illegal Copying.

The County prohibits illegal copying and the violation of software licenses and other copyrighted material. Users are responsible for complying with copyright law and all applicable licenses that may apply to software, files, graphics, documents, messages, and other material they wish to download or copy.

E. Viewing or Saving Pornography Prohibited.

(1) The following definitions are supplemental to the definitions set out in II. A. of the Moore County Computer Network and Internet Access Policy above and are specific to this section:

- (i) *Appointees* shall mean persons appointed by the board of commissioners to serve on any board, commission, committee, authority, or similar body created by the board of commissioners or by statute.
- (ii) *Device* shall mean any cellular phone, desktop or laptop computer, or other electronic equipment capable of connecting to a network.
- (iii) *Network* shall mean any of the following, whether through owning, leasing, maintaining, or otherwise controlling: the interconnection of communication systems with a computer through remote or local terminals, or a complex consisting of two or more interconnected computers or telephone switching equipment; internet service; and internet access.
- (iv) *Pornography* shall mean any material depicting sexual activity with *material* and *sexual activity* to mean as defined in G.S. 14-190.13.

(2) The viewing or saving of pornography by employees, elected officials, or appointees on or to any device owned, leased, maintained, or otherwise controlled by the county is prohibited.

(3) Any employee, elected official, or appointee with pornography saved to a device owned, leased, maintained, or otherwise controlled by the county shall remove, delete, or uninstall the pornography no later than January 1, 2025.

COUNTY OF MOORE

COMPUTER NETWORK AND INTERNET ACCESS POLICY

Effective Date: November 17, 2009 Revised Date: January 1, 2025



- (4) Employees of Moore County are prohibited from viewing pornography on any network of the county.
- (5) This Article VIII Sec. 3.A. shall not apply to an official or employee that is engaged in any of the following activities in the course of that official's or employee's official duties:
 - (i) Investigating or prosecuting crimes, offering or participating in law enforcement training, or performing actions related to other law enforcement purposes.
 - (ii) Identifying potential security or cybersecurity threats.
 - (iii) Protecting human life.
 - (iv) Establishing, testing, and maintaining firewalls, protocols, and otherwise implementing this section.
 - (v) Participating in judicial or quasi-judicial proceedings.
- (6) Annually, no later than August 1 and in the format required by the State Chief Information Officer, the County's Director of Information Services shall report information to the State Chief Information Officer on the number of incidences of unauthorized viewing or attempted viewing of pornography on the county's network; whether or not the unauthorized viewing was by an employee, elected official, or appointee of the county; and whether or not any of the unauthorized viewing was on a device owned, leased, maintained, or otherwise controlled by the county.
- (7) Any violation of this Policy by an employee who is not an elected official or appointee shall constitute grounds for disciplinary action up to and including termination of employment. Any violation of this Article VIII Sec. 3.A. by an appointee shall constitute grounds for removal of the appointee from office.

F. Network Security.

To enhance security and avoid the spread of viruses, Users accessing the Internet through a computer attached to the County Network must do so through the Information Technology ("IT") Department's approved Internet firewall or other security device using approved software. Bypassing Computer Network security by accessing the Internet directly by modem or other means (e.g., instant messaging) is strictly prohibited unless the computer being used is not connected to the Computer Network, or unless such access has been approved by the County's IT Director.

Users of County-provided laptop computers shall keep these laptops under their supervision and control at all times.

Users shall not load their personal software onto any County computer or the computer Network through any method without prior approval of the IT Department.

Users are responsible for all actions taken while using their individual user profile, password, or access code. A User should not permit his/her user profile, password or access code to be shared with anyone else (including other employees of Moore County) at any time. User profiles, passwords or access codes should be stored in a secure manner (i.e., not be written down or stored or posted in a place where others may find them, programmed into a macro or stored on the computer or the Computer Network in an unencrypted form). The county IT

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COMPUTER NETWORK AND INTERNET ACCESS POLICY

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department will offer guidelines for creating passwords and will enforce the proper use of passwords and codes.

Users should exercise caution in sending confidential or sensitive information over the Internet or the County's e-mail system. Messages sent over the Internet may be intercepted. Messages sent over the e-mail system may be passed along indefinitely without the sender's knowledge.

G. Disclaimer.

The Internet is a worldwide network of computers that contains millions of pages of information. Please be aware that many of these pages include offensive, sexually explicit, and inappropriate material. It is difficult to avoid at least some contact with this material while using the Internet. Even innocuous search requests may lead to sites with highly offensive content. Additionally, having an e-mail address on the Internet may lead to receipt of unsolicited e-mail containing offensive content. That being the case, Users access the Internet at their own risk. The County of Moore is not responsible for material viewed or downloaded by Users or others from the Internet.

H. No Expectation of Privacy.

Users should have no expectation of privacy regarding e-mail or anything else created, stored, sent or received using the County's Computer Network. The Computer Network is the property of County of Moore, and all e-mail messages and attachments created or transmitted on the County's Computer Network become the property of the County, regardless of the subject matter or purpose. The County reserves the right to access, review, copy and delete all materials created, stored, sent or received through the Computer Network or any County Internet connection. The County further reserves the right to disclose such materials to any party (inside or outside the County), as the County deems appropriate. This Policy applies to personal messages and documents as well as work-related messages and documents. The fact that the County's Computer Network may allow Users to designate messages as "confidential" or "private," or restrict access to documents with a password, does not alter this Policy or confer upon Users any right to privacy regarding such messages or documents.

I. Monitoring of Computer Network and Internet Usage.

The County may monitor and log any and all aspects of its Computer Network without advance notice. This includes, among other things, monitoring Internet sites visited by Users, monitoring chat and newsgroups, monitoring file downloads, and reviewing e-mail and other communications sent and received by Users. County management has adopted guidelines for County staff involved in monitoring regarding the circumstances under which such monitoring will occur. These guidelines may change from time to time without notice.

J. No waiver of attorney-client privilege.

Nothing in this Policy is intended to preclude the County from asserting attorney-client privilege or work product protection with respect to any documents created, stored, sent or received using the County's Computer Network.

K. Public records.

COUNTY OF MOORE

COMPUTER NETWORK AND INTERNET ACCESS POLICY

Effective Date: November 17, 2009 Revised Date: January 1, 2025



Documents created, stored, sent or received using the County's Computer Network may constitute public records. North Carolina law determines whether a document constitutes a public record. Nothing in this Policy shall be deemed to invalidate any exception to the public records laws, or to imply that all documents created, stored, sent or received using the County's Computer Network constitute public records.

L. Blocking Sites With Inappropriate Content.

The County reserves the right to utilize software to identify and block access to Internet sites and e-mail containing sexually explicit material or other material deemed inappropriate in the workplace.

M. Violation of this Policy.

Violation of this Policy may result in suspension of access to the County's Computer Network, termination of employment or other disciplinary action. It may also result in civil and/or criminal liability. For employees, violation of this Policy will result in suspension of access to the County's Computer Network, constitute grounds for termination of employment by the County, and possible civil and/or criminal liability.

N. Website

The County of Moore owns and operates a Website as an enhancement to the governmental services that it provides and as an information service to its residents and to the general public. This Website is a supplement to the information and the services available from the County's offices.

The County of Moore reserves the right to determine what information and services shall and shall not be placed on this Website.

1. Disclaimer

The County strives to present current and accurate information on its Website, but does not guarantee the accuracy or currency of information posted there. In the event of a significant difference between the information on the Website and official information available at County offices, the official information shall prevail.

The County is not responsible for the content, views, opinions or factual representations of any WebPages that are not contained on the Computer Network (moorecountync.gov) servers.

2. Links to External Sites

External Website links may be used by the County of Moore if it determines that establishing a link will be within the boundaries of our primary goal of assisting the promotion of County services to our citizens and businesses by:

- Expanding business and citizen access to County services, information and forms.
- Simplifying the process for people to transact business with the County online.
- Accelerating the deployment of an increased volume of quality, online applications and services.
- Providing a higher level of customer service from County government.
- Extending electronic government services to citizens of the County.

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In addition, hypertext links may be created by the County for informational purposes, where the linked external web site will provide useful and valuable information to visitors of our site, or where the linked external website is required or authorized by law.

The County Manager makes decisions on what links to include on the County's Website. As a guideline, this Website links only to the websites of other governmental entities and organizations, organizations that have a contractual relationship with the County and organizations for whom the Board of County Commissioners directly approves funding.

O. Changes to Policy.

This Policy is not a contract. The County reserves the right to change it at any time

P. Repeal of Previous Policy/Effective Date.

This Policy repeals the *County of Moore Internet/Intranet Use Policy* adopted by the Board of County Commissioners. This Policy is effective upon its adoption by the Board of Commissioners.

ADOPTED this the 7th day of January, 2025.

COUNTY OF MOORE**TELECOMMUNICATIONS POLICY**

Effective Date: 11/6/2006 Revised Date: 1/8/2019, Revised Date 7/1/2024

**1. Purpose**

This Policy provides guidance on the use of telecommunication systems while conducting county business. Telecommunications includes but is not limited to the county phone system, cell phones (county and personally owned), email system, and faxing. The intent of this Policy is to permit reasonable use of county telecommunications and simultaneously, to guard against abuse.

2. Scope

This Policy applies to all county employees, resource employees, and volunteers who have access to the county telecommunication systems or use their personal phone to conduct county business.

3. Guidelines

Telecommunication services are used to support the mission of Moore County.

Telecommunication equipment, services and systems are government resources, and as such are to be managed in the most cost-effective manner possible and in the interest of the County.

3.1. County Telephone System

Employees shall use County provided telephone equipment, services and systems for official County business. Personal calls should be limited to emergency, healthcare related issues or changes in work schedules. Examples of permissible personal calls include: calls to determine the safety of family or household members; contacting emergency services; alerting household members about working late or other schedule changes; calls to make alternative child care or elder care arrangements; calls to talk with doctors, hospital staff, dentists or day care providers; calls to make funeral arrangements; and calls to arrange emergency repairs to vehicles or residences.

3.1.1. Responsibilities**a. Department Directors and Supervisors**

Responsible for timely review of telephone charges to departmental accounts and monitoring any use of County telephone systems beyond the limitations of this Policy. Problem indicators typically include widely varying monthly bill totals, large numbers of non-government calls, long or repeated calls, long hold time calls (callers left on hold for extended periods) or calls made before and after work hours. Department Directors should ensure that staff in the department are provided monthly phone bills for review.

COUNTY OF MOORE**TELECOMMUNICATIONS POLICY**

Effective Date: 11/6/2006 Revised Date: 1/8/2019, Revised Date 7/1/2024

**b. Employee**

Each employee is responsible for safeguarding their individual, county-issued long distance calling code; promptly reporting lost or stolen calling codes to their supervisor; promptly reviewing their monthly telephone bill.

3.1.2. Directory Assistance Calls

There is generally a charge to the County for directory assistance calls made by employees. Therefore, these types of calls will not be permitted on the system. Employees should use telephone directories or the internet to determine business related telephone numbers.

3.1.3. Collect Calls

Employees shall not accept collect calls unless the caller indicates it is an emergency call or there are other extenuating circumstances which are reported to the supervisor promptly or as otherwise approved by the County Manager or required by law.

3.1.4. 900 Numbers

900 numbers are blocked on the telephone system. In circumstances where a 900 number must be dialed, the department director or employee supervisor must contact the Information Technology Department to authorize and unblock that particular number.

3.1.5. County-Provided Toll Free Calling

Employees shall neither accept incoming nor make outgoing non-business calls on County government provided toll-free numbers unless it is concerning county business.

3.1.6. International Calls

International calls are occasionally necessary for county business, but are blocked by default on the county phone system. Staff should make all efforts to communicate via email when possible. In circumstances that are necessary for an international call to be placed, the employee should alert their immediate supervisor. If the call is determined necessary, Department Director approval will need to be obtained. A request must then be made to the Information Technology Department so the line can be unblocked for that particular number to be called.

3.2. Faxing

Employees shall use County provided faxing equipment for official County business. Employees are encouraged to use the email system to send information, but in cases where email is not

COUNTY OF MOORE**TELECOMMUNICATIONS POLICY**

Effective Date: 11/6/2006 Revised Date: 1/8/2019, Revised Date 7/1/2024



suitable, faxing may be necessary. For any personal faxes, one should consult the county fee schedule to reimburse the county.

3.2.1 Location

Fax machines should be located in an area that is not easily accessible to unauthorized persons. Fax machines should never be located in a public area where confidential information may be accessed.

3.2.2 Receiving Faxes

Received fax documents will be removed promptly from the fax machine. To promote secure delivery, instructions on the cover page should be followed.

3.2.3 Transmitting Faxes

Steps should be taken to ensure that the fax transmission is sent to the appropriate destination. These include:

- a. Pre-programming and testing destination numbers whenever possible to eliminate errors in transmission due to misdialing.
- b. Asking frequent recipients to notify the County of a fax number change.
- c. Confirming the accuracy of the recipient's fax number before pressing the send/start key.
- d. If possible, printing a confirmation of each fax transmission.

3.2.4 Cover Page Information

A cover page should be attached to any faxed document and should include the following:

- a. Receiver name, fax number and phone number;
- b. Sender name, fax number and phone number;
- c. Date;
- d. Number of pages transmitted;
- e. Confidentiality statement if needed.

Sample Confidentiality Statement:

The documents accompanying this transmission contain confidential protected information that is legally privileged. This information is intended only for the use of the individual or entity named above. The authorized recipient of this information is prohibited from disclosing this information to any other party unless required to do so by law or regulation and is required to destroy the information after its stated need has been fulfilled. If you are not the intended recipient, you are hereby notified that any



disclosure, copying, distribution, or action taken in reliance on the contents of these documents is strictly prohibited. If you have received this information in error, please notify the sender immediately and arrange for the return or destruction of these documents.

3.2.5 Fax Transmission Error

If a fax transmission fails to reach a recipient or if the sender becomes aware that a fax was misdirected, the internal logging system should be checked to obtain incorrect recipient's fax number. Fax a letter to the receiver and ask that the material be returned or destroyed.

3.3. Email

Email is pervasively used to communicate with all citizens and routinely used to perform business for the County. Misuse of email can post many legal, privacy and security risks, thus it's important for users to understand the appropriate use of electronic communications and understand the risks associated with email.

3.3.1. Acceptable Use

All use of email must be consistent with County policies and procedures of personal conduct and compliance with applicable laws and proper business practices. Using a reasonable amount of County resources for personal email is acceptable, but users should avoid large attachments and overuse. Examples of prohibited uses of email include:

- a. Sending of messages that constitute violations in County of Moore Personnel Policy.
- b. Intentional and unauthorized access to other people's email;
- c. Sending "spam", chain letters, or any other type of unauthorized widespread distribution of unsolicited mail;
- d. Use of email for commercial activities or personal gain unless authorized from the county manager.
- e. Use of email for partisan political or lobbying activities;
- f. Creation and use of a false or alias email address in order to impersonate another or send fraudulent communications;
- g. Use of email to transmit materials in a manner which violates copyright laws.



3.3.2. Confidential Email

Confidential email should be sent securely using encryption. If you are unaware of how to properly send an encrypted email, it is up to the sender to contact the Information Technology Department.

3.3.3. Third Party Email

Third party email systems (i.e. Gmail, Yahoo Mail) are not required to meet the same security standards as the county email system so there is risk involved and thus the following apply:

- a. Users are prohibited from automatically forwarding County email to a third party email system.
- b. Any individual email message that is forwarded to a third party email system by the user must not contain confidential information.
- c. Third party email systems are occasionally necessary to conduct county business where the county email system is not sufficient. In these cases, the request must be made and approved by the Information Technology Department.

3.3.4. Malicious Email

Email users should be very careful to not open unexpected attachments from unknown or even known senders, nor follow web links within an email message unless the user is certain the link or attachment is legitimate. Following a link or opening an attachment in an email message could execute code that could install malicious programs or give unauthorized access to the workstation and county network.

3.3.5. Departmental Shared Email Account

Departments that provide services in response to email requests should create a shared mailbox or distribution list to help support departmental functional continuity for managing requests sent via email. It is up to the department to develop a process to respond in an appropriate amount of time.

3.3.6. Employee Email Access

In some circumstances, a user's email account must be accessed. In order to access any employee's account or have mail automatically forwarded to another person's account, there must be a request from the department director to the Human Resources Director. The Human Resources Director will then send the request to the Information Technology Department.



3.4. Cell Phones – County Issued

The County may provide an employee with a cell phone to conduct official County business when the use of such services will increase the level of service provided to the County's customers, increase the level of safety for the County employee, and/or satisfy legal requirements. Any cell phone purchase must be approved by the department director.

3.4.1. Cell Phone Device

- a. County issued cell phones are to be kept in a secure location to help protect against damage, loss or theft.
- b. Employees are responsible for County cell phone negligence and/or improper use of County equipment.
- c. Reports of missing, stolen or damaged cell phones are to be immediately reported to an immediate supervisor and to the Information Technology Department.
- d. County supplied cell phones are sanitized (wiped clean of data) before returning to the County or disposing of any other way, where applicable.
- e. Personal accounts on applications should not be setup on county issued cell phones (i.e. Facebook, Twitter, and Instagram).

3.4.2. Sharing Numbers

The County highly discourages the disclosure of phone numbers for all cell phones to members of the public. County-provided numbers should only be shared with other county staff as needed for appropriate work-related contact. Incoming calls on county-provided cell phones are discouraged unless the calls relate directly to the employee's County duties.

The County encourages employees to only provide the public with phone numbers from the county's telephone system. County telephone numbers are permanent, where cell phone numbers are only issued for each employee, not position. If a county employee needs to accept calls from the public on their cell phone, they should redirect the calls from the county desk telephone number to the employee cell phone number. It is the responsibility of the employee to contact the Information Technology Department if they do not know how to set this up.

3.4.3. Cell Phone Purchasing

For county-provided telecommunications, the Information Technology Department will purchase the devices and service packages from state contract that will meet the basic telecommunication needs of most County employees, taking into consideration total

COUNTY OF MOORE**TELECOMMUNICATIONS POLICY**

Effective Date: 11/6/2006 Revised Date: 1/8/2019, Revised Date 7/1/2024



coverage area, available rate plans and support requirements. Any new or modified request must be approved by the department director and forwarded to the Information Technology Department for processing of county-provided wireless services.

3.4.4. Personal Calls

Personal calls should be limited to emergency, healthcare related issues or changes in work schedules. Please see Section 3.1 for examples of personal calls allowed. Employees are responsible for reimbursing the county for any other personal calls made on a county issued phone.

3.5. Cell Phones – Personally Owned for County Use**3.5.1. Reimbursement Program**

The telecommunication reimbursement program will provide a monthly reimbursement to an employee for the use of their personal cell phone for county business. This program is available only to those employees who would otherwise be assigned a permanent county-provided cell phone to assist them in carrying out their duties. The program is entirely optional for the employee. The employee is responsible for all costs associated with maintaining their own cell phone.

- a. **Reimbursement Rate:** The telecommunications reimbursement program is two-tiered, based on the following criteria and taking into consideration current rate plans for county-provided cell phones. For approved employees, the telecommunications reimbursement will be included as a non-taxable amount added to the employee's bi-weekly payroll direct deposit, except for a payroll period that falls as the third within a single month. Cell phone reimbursements will be charged to the respective departmental telephone budget.

TIER	REIMBURSEMENT	FREQUENCY	CRITERIA
1	\$5.00	Bi-Weekly	This reimbursement level is for exempt and non-exempt new employees and for current employees that can demonstrate a low to moderate level of required and approved usage on a regular/daily basis and are approved for reimbursement. Any approvals for reimbursement which would include new hires or existing employees will begin at this level and will be evaluated after a 9 month-period to

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COUNTY OF MOORE

TELECOMMUNICATIONS POLICY

Effective Date: 11/6/2006 Revised Date: 1/8/2019, Revised Date 7/1/2024



			determine if a reimbursement adjustment is necessary.
2	\$10.00	Bi-Weekly	This reimbursement level is for exempt and non-exempt employees that are required and approved to use their phone at a moderate to heavy level to conduct county business and includes phone and data usage. Employees must demonstrate an approved and required moderate to heavy use of their phone on a regular/daily basis for work related activities which require an elevated phone and/or data package.
3	\$15.00	Bi-Weekly	This reimbursement level is for exempt employees only whose job duties require moderate to heavy use of their phone on a daily basis, who are expected to be available regularly via cell phone both during and outside normal business hours to conduct county business, and whose work-related cell phone usage requires an elevated phone and/or data plan. The reimbursement includes phone and data usage. Exceptions for the requirement of this reimbursement level may be made on a case-by-case basis and must be approved by the County Manager and/or his/her designee.
4	\$40.00	Bi-Weekly	Commissioner Appointees and Assistant County Manager Positions.
The employee may need to provide monthly phone records, showing county business usage to seek phone reimbursement. Once this is provided to the director, this will then need to be approved by the County Manager. All employees will be evaluated on an annual basis by the Internal Auditor to determine if reimbursement adjustments are necessary.			
Note: Cell phone reimbursements will not automatically follow the employee from one position to another. Each change in an employee's position with the County requires a review of appropriate cell phone eligibility.			

- b. **Request Form:** Requests for new or modified cell phone reimbursements require completion of the *Cell Phone Reimbursement Request Form*, which must be signed by the employee, their supervisor, and the respective Department Director. The form must be forwarded to the Finance Department to be pre-audited by the Finance Officer and processed for payroll. The employee must justify cell phone reimbursement eligibility by



providing proof of business-related usage for three consecutive months; this proof may be provided in the form of county-provided cell phone invoices, or in the form of personal cell phone invoices which clearly indicate those calls made for business-related matters. Any employee who submits their personal cell phone invoice(s) shall be responsible for redacting any personal information. Any new or modified requests may be subject to final approval by the County Manager.

3.5.2. Responsibility

a. Department Directors and Supervisors

Departments are individually responsible for maintaining an internal list of employee cell phone numbers, periodically verifying that employees receiving a cell phone reimbursement are available via cell phone during times required by the department, and periodically reviewing job functions of employees to ensure those receiving reimbursements have a continuing need for cell phone service. Departments should terminate any reimbursement if the business needs of the department no longer require an employee to maintain a cell phone.

b. Employee

Any employee receiving a cell phone reimbursement is responsible for providing proof of cell phone usage for work purposes if requested.

Under the telecommunications reimbursement program, the County is not responsible for payment of employee cell phone bills or overages; it is the responsibility of the employee to ensure that payment is submitted to their cell phone provider. The County is not responsible for lost, damaged or malfunctioning cell phone equipment, or for insurance coverage of that equipment; it is the responsibility of the employee to maintain their personal cell phone equipment and to ensure that they obtain adequate equipment insurance if deemed necessary for their personal cell phone, taking into consideration the circumstances in which it will be used for business matters. Finally, the County is not responsible for the negotiation of rate or service plans with local cell phone providers.

3.5.3. Personal Device Usage

It is up to the department director to decide what that department's personal device policy should be in reference to personal cell phones being utilized during business hours for non-business purposes.



3.5.4. Text Messaging

A text message refers to any electronic message between two or more users using Short Message Service (SMS), Multimedia Messaging Service (MMS), or any other application where brief messages are composed/received, that is not hosted on the county email system (i.e. Apple Messages, WhatsApp, GroupMe, Facebook Messenger, and Google Hangouts).

In general, texting is not an authorized form of communication for conducting day-to-day County business using a personal device. In the event a County employee must utilize texting as a means of communication on the personal device, the employee is responsible for assuring compliance with North Carolina Public Records Law and preserving any and all communication records.

The best method for preserving a text message is to take a screen shot of the text and send that file to your county email where it will be automatically archived.

3.6. Security

This section applies to the security of all cell phones that are used for county business, regardless if they are county issued or personally owned.

3.6.1. Passcodes

All cell phones must have a passcode to access functions of the device. Cell phones without a passcode/security function enabled cannot be used to conduct county business.

3.6.2. Operating System

It is the responsibility of the user to ensure updates are occurring on the cell phone's operating system and any applications used on the device. It is best practice to always install the latest operating system and stay current with application updates. It is *recommended that the user enable automatic updating to ensure the cell phone is receiving the latest security updates.* If a cell phone does not have a supported operating system, this cell phone cannot be used to conduct county business.

3.6.3. Hardware

If a cell phone is no longer supported by the manufacture, this cell phone cannot be used to conduct county business.



3.6.4. Jailbroken/Rooted

This is a process where software restrictions that have been imposed by the operating system have been removed by the user against the manufactures recommendation. If a cell phone has been jailbroken, rooted or any other similar process, it will not be allowed to access the county network.

3.6.5. Data/Policy Breach or Virus

The Information Technology Department has the ability to wipe (render all data unreadable) any cell phone if there is believed to be a data or policy breach, virus, or similar threat to the security of the county network. The County is not responsible for lost personal data of a device that must be wiped due to a security issue.

3.6.6. Lost or Stolen

Cell phones that are lost or stolen must be reported to the Information Technology Department within 24 hours.

4. Public Records

Telephone records, usage reports and/or other related documents regarding county telephone and telecommunications systems may constitute public records. North Carolina law determines whether a document constitutes a public record. Nothing in this Policy shall be deemed to invalidate any exception to the public records laws, or to imply that all records, usage reports and/or other related documents regarding county telephone and telecommunications systems constitute public records.

5. Privacy

Users have no reasonable expectation of privacy regarding communications or data transiting, stored on or traveling to or from this network/system. Any communications or data transiting, stored on or traveling to or from this network/system may be monitored, disclosed or used for any lawful government purpose.

6. No Waiver of Attorney-Client Privilege

Nothing in this Policy is intended to preclude the County from asserting attorney-client privilege or work product protection with respect to any records, usage reports, or other related documents regarding County telephone and telecommunications systems.

7. Repeal of Previous Policy/Effective Date

COUNTY OF MOORE**TELECOMMUNICATIONS POLICY**

Effective Date: 11/6/2006 Revised Date: 1/8/2019, Revised Date 7/1/2024



This Policy repeals the Moore County Telecommunications Policy adopted by the Board of County Commissioners on November 6, 2018.

This Policy was originally adopted by the Board of Commissioners the 8th day of January 2019.

This updated Policy supersedes all other Telecommunications Policies.

ADOPTED by the Board of Commissioners effective July 1, 2024; and ADOPTED this the 7th day of January 2025.

Kurt Cook, Chairman

Attest:

Jenny Parks, Clerk to the Board



**RESOLUTION AUTHORIZING AND APPROVING
(CURRENT) RELEASES AND REFUNDS BY THE
TAX ADMINISTRATOR**

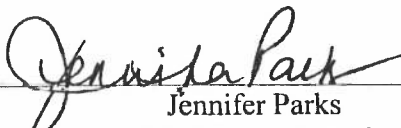
WHEREAS, Gary E. Briggs, Moore County Tax Administrator, has certified a list comprised of various county taxes illegally levied and assessed, the amount certified as being in excess of the amount legally due by the taxpayer and therefore should be released or refunded in accordance with General Statute 105-381.

BE IT RESOLVED by the Board of Commissioners of Moore County that the taxpayers shown on said list of releases and refunds submitted by Gary E. Briggs, Tax Administrator, are hereby granted such tax release or refund of the county taxes shown and the County Finance Director is directed to make said refunds.

Adopted this the 7 day of January, 2025.


Kurt Cook, Chairman

ATTEST:


Jennifer Parks
Clerk to the Board

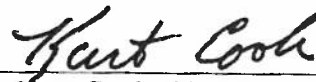


**RESOLUTION AUTHORIZING AND APPROVING
(DELINQUENT) RELEASES AND REFUNDS BY THE
TAX ADMINISTRATOR**

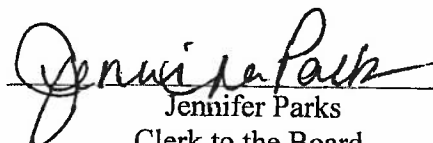
WHEREAS, Gary E. Briggs, Moore County Tax Administrator, has certified a list comprised of delinquent taxes illegally due by the taxpayer and therefore should be released or refunded in accordance with General Statute 105-381.

BE IT RESOLVED by the Board of Commissioners of Moore County that the taxpayers shown on said list of releases and refunds submitted by Gary E. Briggs, Tax Administrator, are hereby granted such tax release or refund of the county taxes shown and the County Finance Director is directed to make said refunds.

Adopted this the 7 day of January, 2025.


Kurt Cook, Chairman

ATTEST:


Jennifer Parks
Clerk to the Board



Fiscal Year 2024/2025

	Budget Line Item Number		Budgeted Amount	Increase/ (Decrease)	Revised Budget
Health - Child Fatality Case Reporting Grant					
Revenue	10033071 35090	Activity 701 Child Fatality Report	-	1,531	1,531
Expense	10039049 54159	Activity 701 Child Fatality Report	-	1,531	1,531

Approved this 7 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board



70001

Fiscal Year 2024/2025

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
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Health - CDC Flu Vaccine for Farmworkers Grant

Revenue	10032071 35089	Flu Vaccine Farmworkers	10,000	2,500	12,500
Expense	10039049 54158	Flu Vaccine Farmworkers	10,000	2,500	12,500

Approved this 7 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board



70004

Transforming Lives.
Building Community Well-Being.



Trillium
HEALTH RESOURCES

Trillium Health Resources

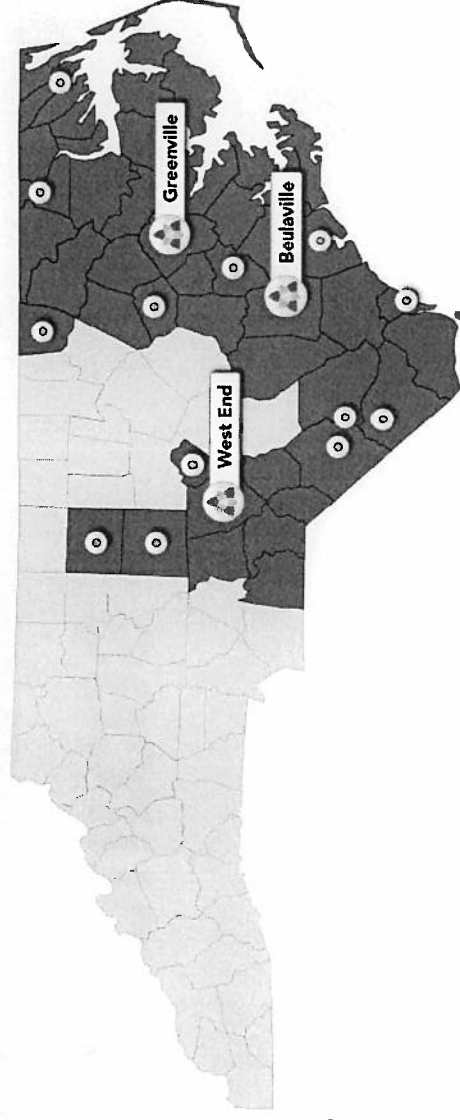
Medicaid and Tailored Plan Launch



Trillium Health Resources

- ▲ Trillium Health Resources is an LME/MCO responsible for management of serious mental health, substance use, and intellectual/ developmental disability (or I/DD) services in eastern North Carolina.
- ▲ Trillium covers 46 counties in eastern North Carolina
- ▲ Member and Recipient Service Line: 1-877-685-2415
 - Contact Trillium staff, like care managers
 - Find services and providers
 - Send complaints
 - Need information or some other type of help
- ▲ Visit our website at TrilliumHealthResources.org

LME	local management entity
MCO	managed care organization



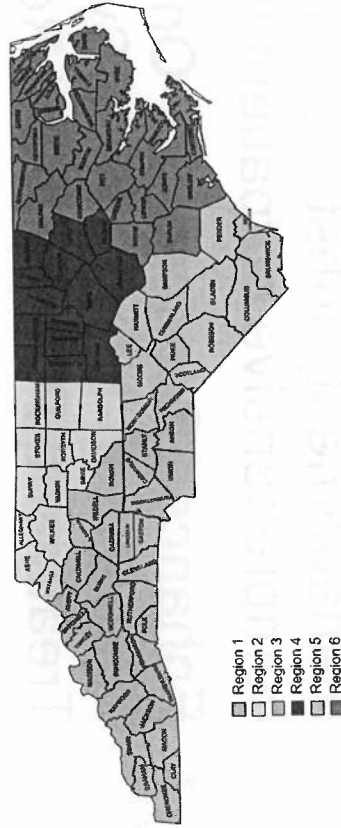
Medicaid In NC



Transforming Lives. Building Community Well-Being.

Standard Plan Regions

- WellCare, UnitedHealthcare Community Plan, Healthy Blue and AmeriHealth Caritas are offered statewide.
- Carolina Complete Health is offered in regions 3, 4 and 5.



Tailored Plan Regions

- Trillium covers 46 counties in Eastern and Central NC
- Alliance covers 7 counties, Partners covers 15 counties, and Vaya covers 32



This map shows LME/MCO configuration effective 2/1/24

- Standard Plans are commercial health plans that manage physical health and behavioral health benefits and services for those with mild to moderate behavioral health and intellectual/developmental disability needs.
- Tailored Plans are public health plans that manage physical health & behavioral health benefits and services for those with severe behavioral health and intellectual/developmental disability needs
- Medicaid Direct – LME/MCOs manage behavioral health benefits for those who are carved out of SP/TPs, such as Medicare/Medicaid dually enrolled individuals

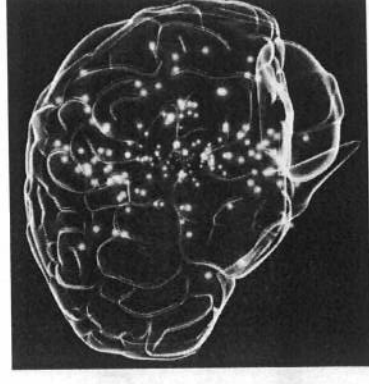
Behavioral Health Services

- ▲ **Basic Services (SP & TP)** - outpatient treatment and medication management, substance abuse intensive outpatient and comprehensive outpatient treatment, child first early intervention
- ▲ **Enhanced Services (TP Only)** - child/adolescent day treatment, Intensive In-Home, Multi-Systemic Therapy, Assertive Community Treatment, Psychosocial Rehabilitation, Ambulatory Detox
- ▲ **Residential Services (TP Only)** - Psychiatric Residential Treatment, Group Homes, Substance Abuse Medically Monitored Residential Treatment, Intermediate Care Facilities

Tailored Plan Launch

▲ Tailored Plans Launched July 1, 2024

- Completed the NC Medicaid Transformation plan
- Whole Person Care - coverage of both Physical and Behavioral Health/Intellectual and Developmental Disability Care
- Other Benefits Covered
 - Non-Emergency Medical Transportation
 - Pharmacy
 - Durable Medical Equipment
 - Long Term Services and Supports



Tailored Care Management

- ▲ Whole Person Care Management
- ▲ Provided by Health Plan (Trillium), Care Management Agency or Advanced Medical Home+
- ▲ Develop Member Centered Plan of Care
- ▲ Identify and connect with needed providers, services and social determinants of health resources
- ▲ Regularly assess progress of plan & adjust support accordingly
- ▲ Care team includes behavioral health and physical health expertise

Tailored Plan Services

- ▲ Services/Benefits available exclusively through the Tailored Plans include:
 - Innovations waiver services
 - TBI waiver services
 - 1915i services
 - State funded behavioral health services
 - State funded I/DD services
 - State funded Traumatic Brain Injury Services

Tailored Plan Eligibility

- ▲ Eligibility considers both an individual's diagnosis and use of services including:
 - Use of/need for a service covered exclusively by the Tailored Plan
 - Qualifying diagnosis and admission to a State Psychiatric Hospital or Alcohol & Drug Abuse Treatment Center (ADATC)
 - 2+ visits to an ED for a psychiatric need, psychiatric inpatient stay, or use of BH crisis services
 - Auto-enrollment determined by DHHS algorithm based on paid claims
 - Other beneficiaries not eligible for auto-enrollment were able to join via open enrollment prior to launch
 - Members encouraged to select Primary Care Physician & auto-assigned if no selection made



Transforming Lives. Building Community Well-Being.

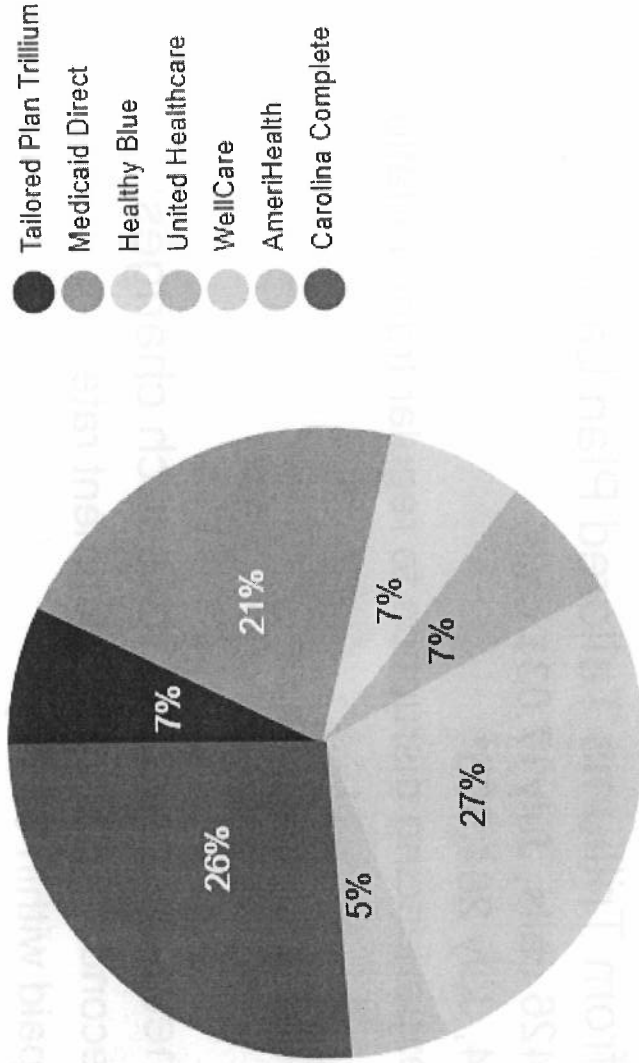
Medicaid Members in Moore

As of July, there were 20,863 Medicaid Recipients in Moore County.

Trillium covers 29% of Medicaid recipients in Moore County

- 5,983 Trillium Medicaid Members
 - 1,516 Tailored Plan Members
 - 4,467 Medicaid Direct Members
- Standard Plans cover 71% of Medicaid recipients in Moore County
- 14,880 Standard Plan Members

Moore Medicaid Enrollment Data-July 2024



Initial Findings from Tailored Plan Launch

▲ Here are some initial impacts from Trilliums Tailored Plan Launch:

- Increased call volume - June = 9,426 calls, July 17,031 calls
- Increased claims - June = 265,364, July 284,605*
- Transportation - some members experiencing disruption to regular transportation schedule
- Pharmacy - \$82 Million in claims through mid-October

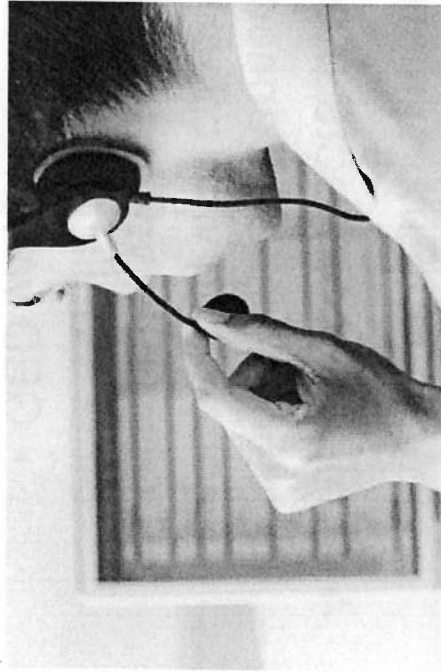
▲ Here are some performance measures related to launch changes:

- 72.8% calls answered within 30 seconds, 4.15% abandonment rate
- 100% Medicaid and State claims paid within 30 days
- The week prior to TP launch, Trillium staff contacted 900 members who received at least weekly trips that had not been scheduled for the following week

Addressing Unmet Health Related Resource Needs

- ⚡ Approximately 80% of health is related to non-medical needs:
 - Housing, Transportation, Food Access, Interpersonal Safety, Education/Employment, Social Integration
- ⚡ Trillium connects members to resources
 - Neighborhood Connections - Trillium team that assists Medicaid recipients in connecting with community resources
 - Trillium Advantage - value added services help with employability, housing and other stabilizing resources
 - GED vouchers, Transportation, Recovery App, One Time Move-In Assistance, care management participation incentive

How Do I get Information



Non-English Speakers

If you do not speak English, we will connect you with an interpreter service. This is a free service for you, available on any call. Providers in the Trillium network are required to offer interpreter services as well.

Personas que no hablan inglés

Si usted no habla inglés, lo conectaremos con un servicio de intérprete. Este es un servicio gratuito para usted, disponible en cualquier llamada. También, a los proveedores de la red de Trillium se les requiere a ofrecer los servicios de intérprete.

Large print materials can be requested by calling 1-866-998-2597.

- **The Member and Recipient Service Line**
1-877-685-2415 for services, treatment options, or behavioral health crises. Access to this line is M-S 7AM-6PM.
- **Behavioral Health Crisis Line**
1-888-302-0738 Available 24/7 for those who are experiencing a behavioral health crisis and need to be connected to care immediately
- **The Administrative and Business Line**
1-866-998-2597 Monday - Friday, 8:30 a.m. - 5:00 p.m.
Closed on Holidays.
- Can be used for general questions, business matters, to register a complaint/compliment, or to request a printed copy of materials.
- **Trillium Website** <https://www.trilliumhealthresources.org>
Provider information, member information/handbook, member services, news, events, training opportunities, and provider recruitment can be located on the Trillium website.



4-H Moore County Youth Leadership and Program Year in Review

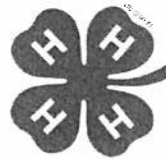
Kaley Lawing
Extension Agent, 4-H Youth Development





Partnership

- NC Cooperative Extension, 4-H
- Moore County Chamber of Commerce
- Moore County Government





Program Structure

- Real Money Real World & Simulation Day
- 4-H MCYL





Real Money Real World

Part I: Four preparatory classroom lessons

Part II: A hands-on budget management and decision-making spending simulation

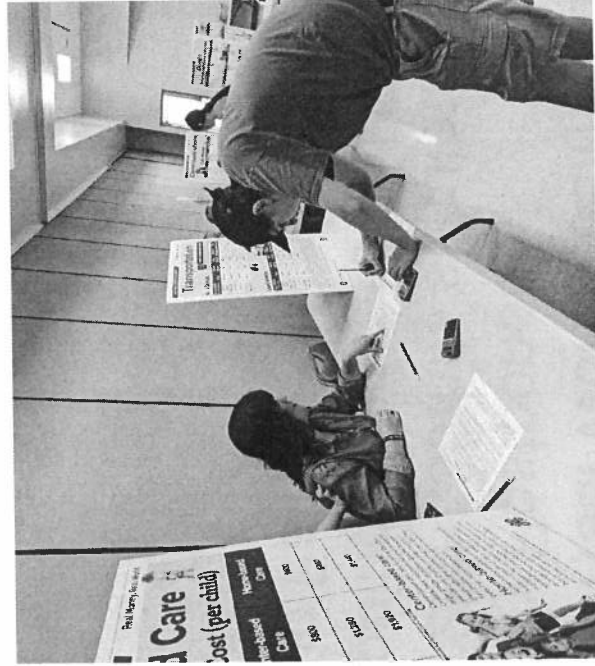
Part III: A post-session evaluation of spending choices made during the simulation



NC STATE

EXTENSION

Real Money Real World September 2024





Timeline

- Real Money Real World & Simulation Day from January Postponed
- April 28th, 29th, 30th is simulation
- Youth Stepping Forward (4-H MCYL beginning in Fall)

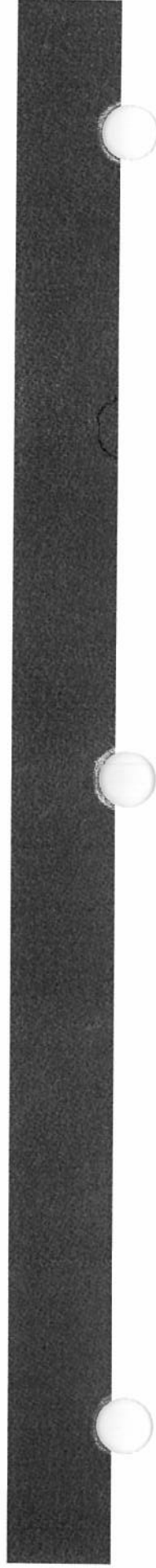


4-H 2024 Overview

- Over 200 youth members in 7 clubs
- Nearly 3,000 youth participated in 4-H programming
- 2,200 youth in the 4-H Butterfly Project
- 53 youth attending 4-H Residential and Day Camps at Millstone 4-H Camp
- 50 youth showing livestock at Moore County Livestock Show



Questions?



- **Real Money Real World September Meeting:**

- Moore County 4-H partnered with the Montgomery County Cooperative Extension, Moore County Government, the Moore County Chamber of Commerce, and surrounding partner agencies across the county to facilitate Real Money Real World. The program was held in a small group setting as a special interest after school program over 4 days. 5 youth were reached through the program and 8 volunteers assisted with the culminating simulation day.

Results

Of the 5 participants over 80% stated they believe that participating in this program gave them a better idea of what is involved in earning, spending, and managing money. Of these same participants 100% of the mean confidence rating went from "a little" knowledge to "a lot" in the areas of waiting until they were financially ready before having children, learning how to make financial decisions, and the costs of caring for a child. One participant stated "honestly, seeing these things quantified even moderately realistically has made me less worried about the future."

- **RMRW Timeline Moving Forward:**

- Real Money Real World & Simulation Day from January Postponed
- April 28th, 29th, 30th is simulation
- Youth Stepping Fourward (4-H MCYL beginning in Fall)

- **2024 4-H Year in Review:**

- Over 200 youth members in 7 clubs
- Nearly 3,000 youth participated in 4-H programming
- 2,200 youth in the 4-H Butterfly Project
- 53 youth attending 4-H Residential and Day Camps at Millstone 4-H Camp
- 50 youth showing livestock at Moore County Livestock Show

- Of the 3,000 youth this includes after school programming and special interest programming

- Butterfly programming provided to over 70 classrooms in Moore County FREE of charge through the generous funding of United Way of Moore County
- Youth 5-14 attending 5 separate weeks of camp programming
- Nearly 50 youth from Anson, Cumberland, Guilford, Lee, Montgomery, Randolph, Richmond, Robeson, Stanly, and Union counties show in both beef cattle and goat showmanship and market classes.

-Full ES-237 Report in packet: ES-237 Group Enrollment Report: This is the annual federal report to USDA that combines all youth programming efforts using the above definition that lead to membership (minimum of 6 contact hours). It should reflect total 4-H program efforts in all delivery modes including 4-H clubs, camping, afterschool, school enrichment, special interest groups, individual study/mentoring/family learning and instructional TV/video/web as defined below.

Real Money, Real World Program Evaluation

North Carolina Cooperative Extension Moore County Center

9/17/2024 – 9/20/2024

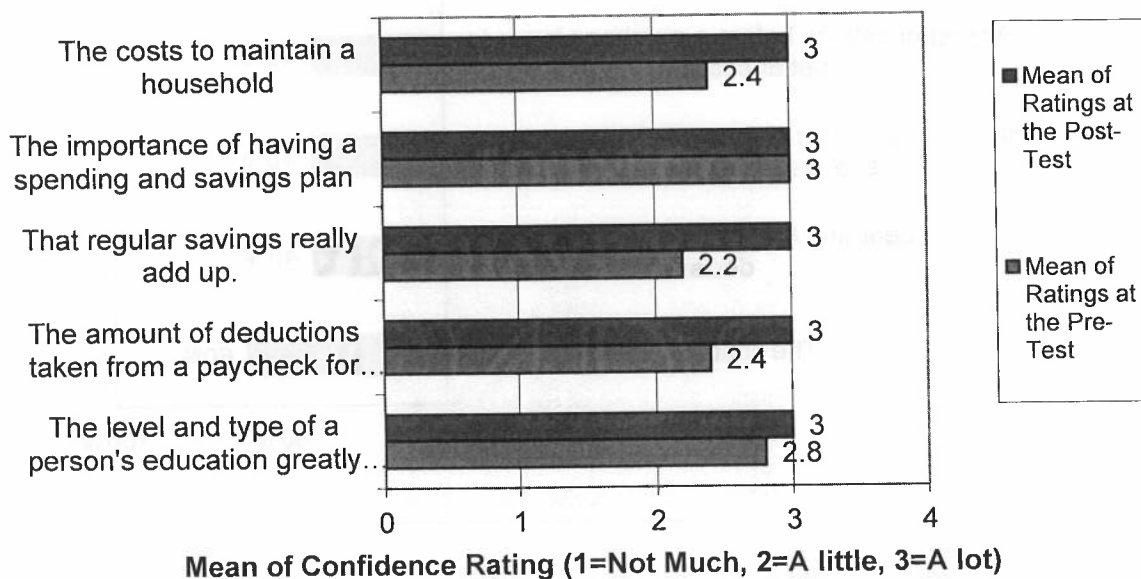
Collaborating Agents: Kaley Lawing (4-H, Moore County); Rhonda Peters (FCS, Montgomery)

Total Youth Reached: 5

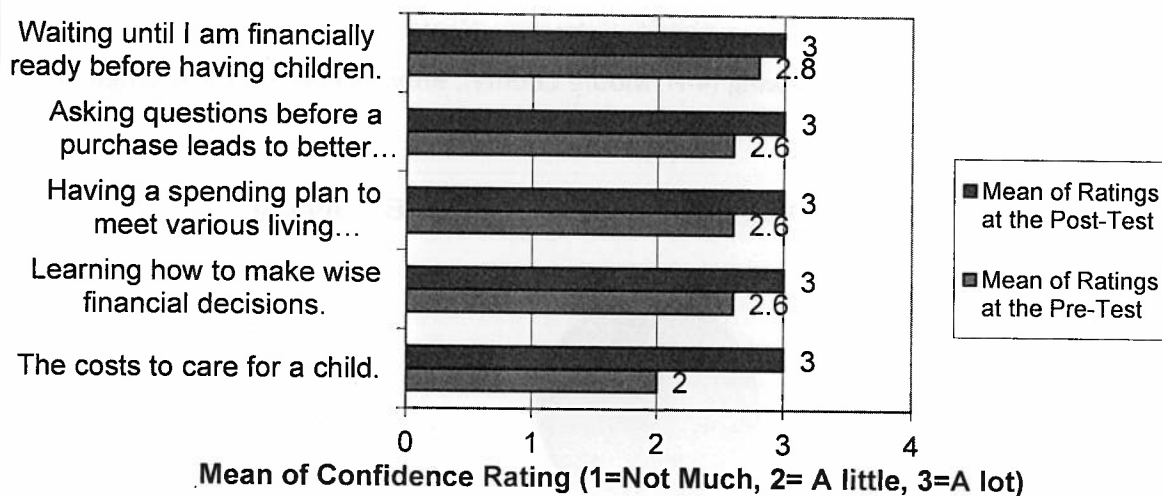
Distribution of Participants By Gender



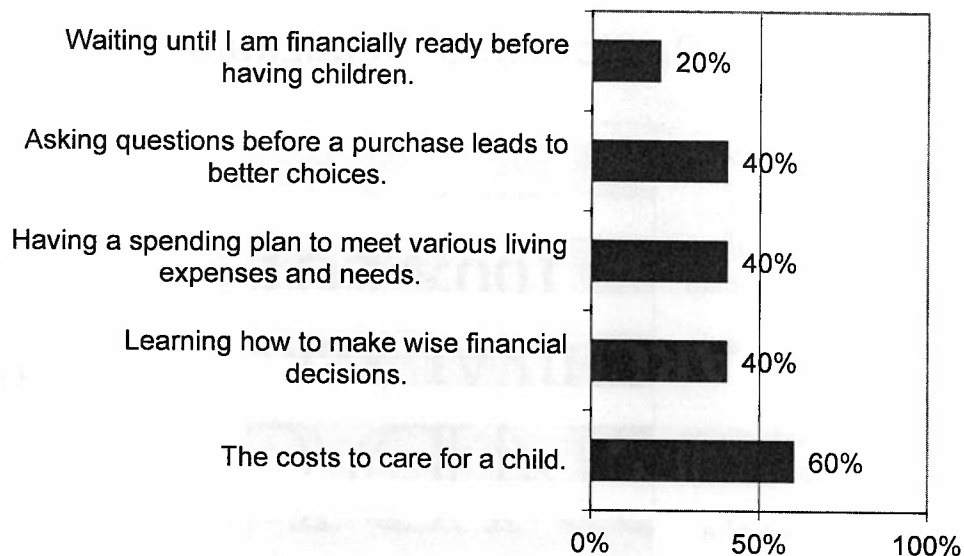
Participants' Realizations

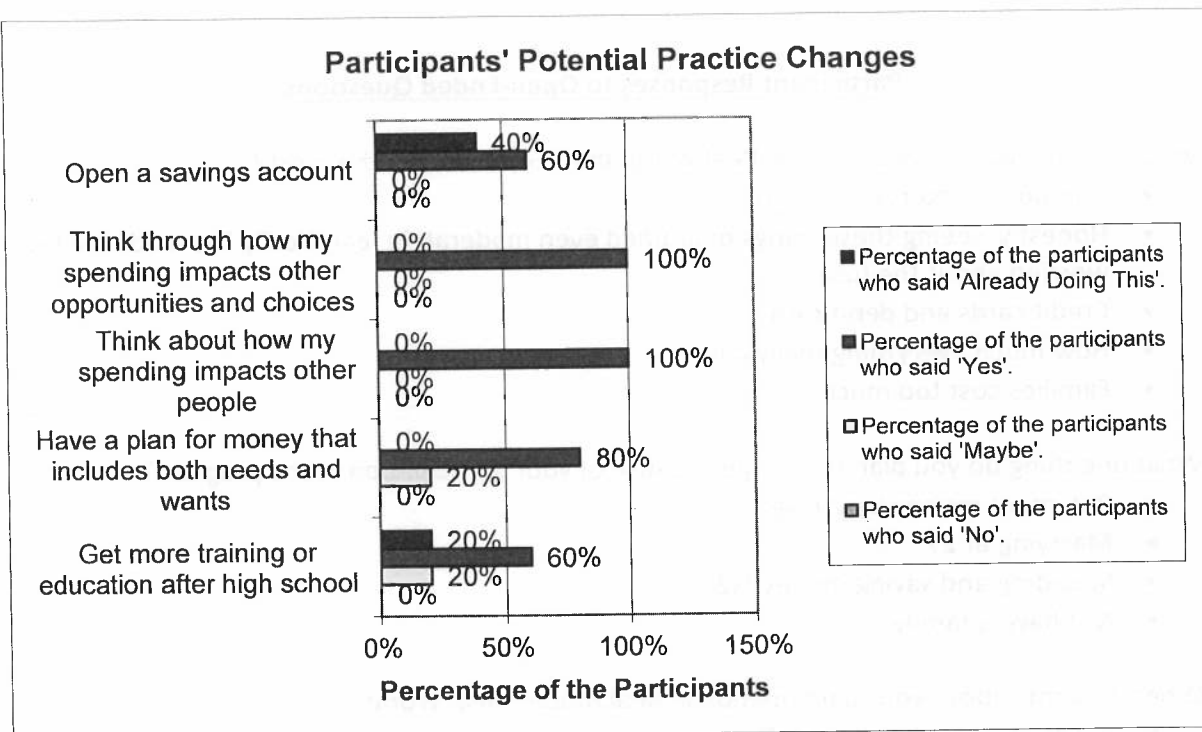
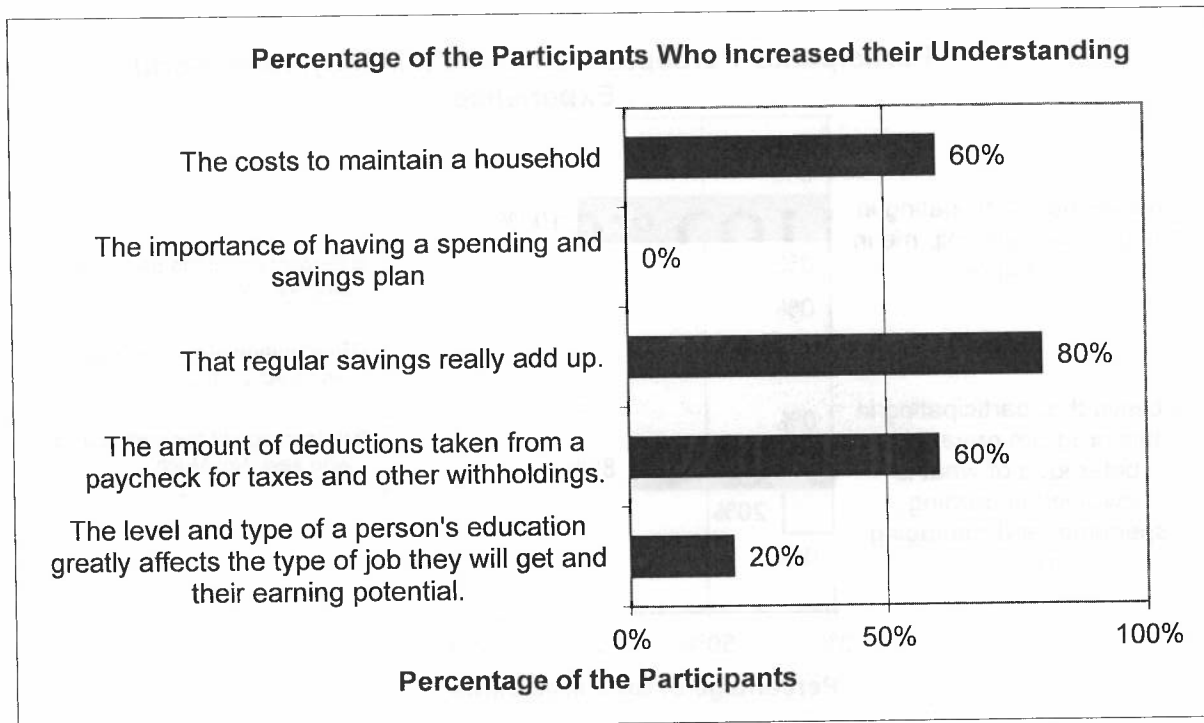


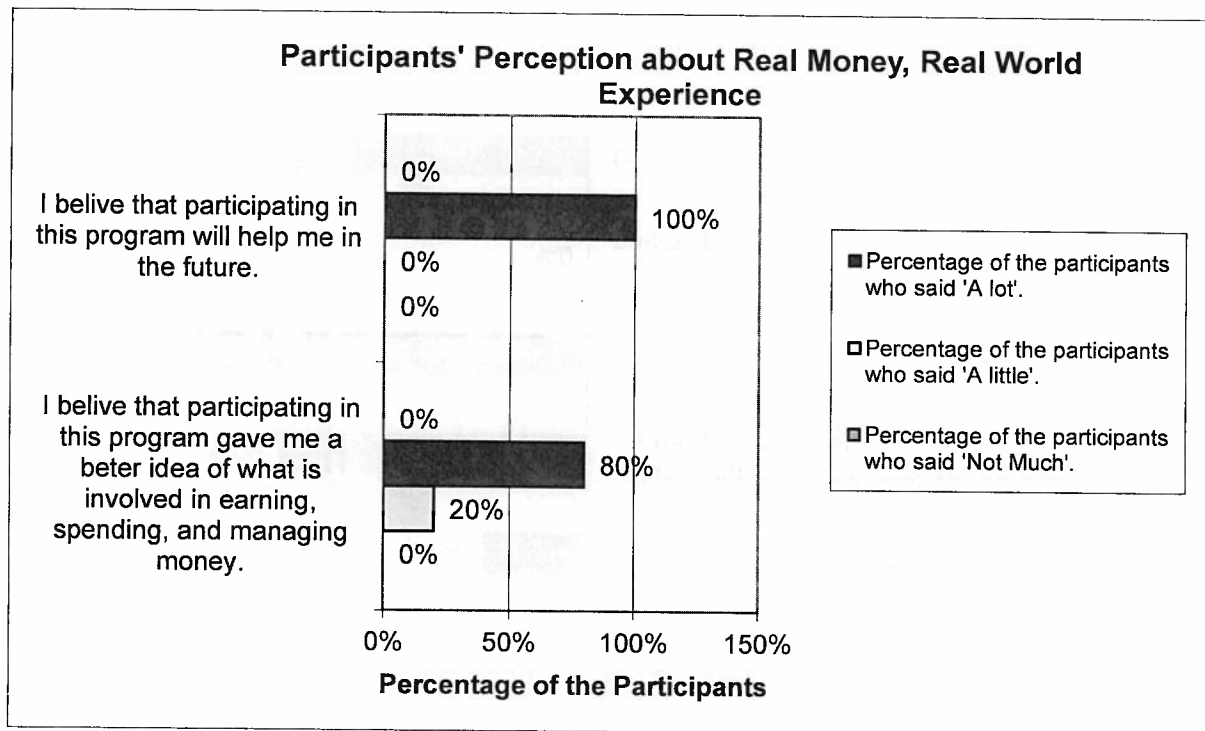
How much did you realize before / after attending?



Percentage of the Participants Who Improved their Understanding







Participant Responses to Open-Ended Questions

What did you learn in Real Money, Real World that surprised you the most?

- Compound interest adds up
- Honestly, seeing these things quantified even moderately realistically has made me less worried about the future
- Credit cards and debit cards
- How much everything really costs
- Families cost too much

What one thing do you plan to change because of your participation in the program?

- Put more money in savings
- Marrying at 27
- Spending and saving money (x2)
- Not have a family

Other thoughts about your participation in Real Money, Real World.

- It was so cool (and stressful)
- I loved it a lot
- Loved it, it really helped me
- It was amazing

Real Money, Real World Volunteer Evaluation Summary

North Carolina Cooperative Extension Moore County Center

9/17/2024 – 9/20/2024

Collaborating Agents: Kaley Lawing (4-H, Moore County); Rhonda Peters (FCS, Montgomery)

Total Youth Reached: 5

Did you feel well prepared for today's volunteer experience?

- Yes (x7)
- No

Were students ever struggling to understand the choices at your booth? If so, what would help?

- No (x7)

Please share a favorite moment that showed that students were indeed learning financial concepts.

- A student was excited he was able to buy a bigger car after seeing his leftover budget
- The student that wanted to get the absolute cheapest
- Watching them make hard choices to make sure they provided for the needs of their families
- Listening to all the ones come to Lucy for financial advice as they were running out of money
- We put money in savings if there was some left over
- A few kids were able to add extra to savings or to start a college fund
- Asking questions about second income source because they were "broke"

Do you have suggestions for improving today's simulation?

- Maybe more up to date prices / expenses (x2)

Please provide the name and contact information of anyone else you believe would like to volunteer at RMRW.

- There are many other county employees who would likely be to be willing to assist

Would you be willing to volunteer again at Real Money, Real World? If so, would you be willing to volunteer at a different school or location?

- Yes (Melissa Chestang, Tobie Brown, Laura Williams, Suzanne Kennedy, Jana, Emerson Williams, Lucy Avila)

RESOLUTION APPROVING AN INTERLOCAL COOPERATION AGREEMENT FOR
BUILDING INSPECTION SERVICES BETWEEN THE COUNTY OF MOORE
AND THE TOWN OF PINEBLUFF

WHEREAS, the County of Moore ("Moore County") and the Town of Pinebluff ("Pinebluff") maintain building inspection departments, provide building inspection services, and employ inspectors licensed and certified by the State of North Carolina pursuant to N.C.G.S. 160D-1102; and

WHEREAS, Moore County and Pinebluff desire to offer each other building inspection services on a continual and as-needed basis as set forth in the attached Interlocal Agreement for Building Inspection Services between Moore County and Pinebluff; and

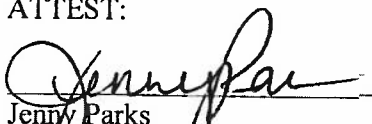
WHEREAS, N.C.G.S. 160A-461 provides, "Any unit of local government in this State and any one or more other units of local government in this State . . . may enter into contracts or agreements with each other in order to execute any undertaking. The contracts and agreements shall be of reasonable duration, as determined by the participating units, and shall be ratified by resolution of the governing board of each unit spread upon its minutes."

NOW, THEREFORE BE IT RESOLVED, the Moore County Board of Commissioners approves the attached Interlocal Agreement for Building Inspection Services with Pinebluff and authorizes the Chairman to sign the same.

This the 7 day of January, 2025.


Kurt Cook, Chairman
Moore County Board of Commissioners

ATTEST:


Jenny Parks
Clerk to the Board
[SEAL]



STATE OF NORTH CAROLINA

TOWN OF PINEBLUFF
COUNTY OF MOORE

**INTERLOCAL AGREEMENT FOR BUILDING INSPECTIONS SERVICES
A MUTUAL AID AGREEMENT**

THIS INTERLOCAL AGREEMENT (this "Agreement") is made and entered into the 12th day of December 2024 by and between the Town of Pinebluff ("Pinebluff") and the County of Moore ("Moore County").

WHEREAS, Pinebluff and Moore County desire to provide mutual building inspection services to each other on a continuous, as needed basis, unless otherwise terminated pursuant to this Agreement.

NOW, THEREFORE, BE IT RESOLVED, pursuant to N.C.G.S. 160D-402(c), Pinebluff and Moore County agree to the following terms and conditions:

1. Pinebluff building inspections' staff is hereby authorized by Moore County to provide building inspections services on behalf of Moore County and shall be sworn-in by the Moore County Clerk to the Board as an officer; and
2. Moore County building inspections' staff is hereby authorized by Pinebluff to provide building inspections services on behalf of Pinebluff and shall be sworn-in by the Pinebluff Clerk to the Board as an officer; and
3. All Pinebluff staff performing building inspections work for Moore County shall promptly provide Moore County and the North Carolina Department of Insurance with satisfactory proof of all building inspections certifications held by Pinebluff staff and satisfactory proof of any other certifications or licensure requirements necessary to perform building inspections as required by Moore County; and
4. All Moore County staff performing building inspections work for Pinebluff shall promptly provide Pinebluff and the North Carolina Department of Insurance with satisfactory proof of all building inspections certifications held by Moore County staff and satisfactory proof of any other certifications or licensure requirements necessary to perform building inspections as required by Pinebluff; and

5. Both Pinebluff and Moore County mutually agree to compensate the other for satisfactory services provided at \$45 per hour, plus mileage reimbursement at the current IRS rate. The hours of work shall be mutually agreed upon by both parties. This amount shall be paid directly to the respective party and not to individual inspectors. Each party shall be responsible for paying the salaries or wages of their own respective staff, including the payment of any and all State or Federal taxes and withholding and continuing education requirements. Each party providing services under this agreement will prepare and transmit a detailed invoice to the Finance Director of the other party by the 15th of each month for the services performed in the previous month. Payment for services rendered is due by the 15th of each month following the month of service; and
6. While performing building inspection services for Moore County, Pinebluff staff shall report to the Moore County Planning and Community Development Director who will be supervising Pinebluff staff while performing services pursuant to this Agreement. The duties of the Pinebluff staff shall include building inspections, site plan reviews and all other tasks normally associated with building inspections work. Pinebluff staff shall not be responsible for zoning or subdivision code enforcement or for the issuance of zoning permits or subdivision plat approvals, except to the extent such enforcement or approval require the input, consent or review of a building inspector. Pinebluff staff shall use vehicles owned by Pinebluff in the course of providing services under this Agreement. Pinebluff will keep a detailed mileage log and bill Moore County at the maximum rate allowed by the IRS; and
7. While performing building inspection services for Pinebluff, Moore County staff shall report to the Pinebluff Chief Building Inspector who will be supervising Moore County staff while performing services pursuant to this Agreement. The duties of the Moore County staff shall include building inspections, site plan reviews and all other tasks normally associated with building inspections work. Moore County staff shall not be responsible for zoning or subdivision code enforcement or for the issuance of zoning permits or subdivision plat approvals, except to the extent such enforcement or approval require the input, consent or review of a building inspector. Moore County staff shall use vehicles owned by Moore County in the course of providing services under this Agreement. Moore County will keep a detailed mileage log and bill Pinebluff at the maximum rate allowed by the IRS; and
8. Should any claims arise out of the services provided by Pinebluff under this Agreement, Moore County agrees to indemnify and hold Pinebluff, its employees, agents and contractors harmless from any and all claims for liability, loss, injury, damages to persons or property, costs or attorney's fees resulting from any act of negligence brought against Pinebluff, its employees, agents, contractors and Board Members arising as a result of the services performed on behalf of Moore County that are the subject of this Agreement and due to the negligence of Moore County, its employees, agents or contractors; and.
9. Pinebluff agrees to indemnify and hold Moore County, its employees, agents and contractors harmless from any and all claims for liability, loss, injury, damages to persons or property, costs

or attorney's fees resulting from any act of negligence brought against Moore County, its employees, agents, contractors and Board Members arising as a result of the services performed on behalf of Pinebluff that are the subject of this Agreement and due to the negligence of Pinebluff, its employees, agents or contractors; and.

10. While this agreement remains in effect, Pinebluff and Moore County shall maintain appropriate insurance coverage for work performed; and
11. This Agreement is authorized pursuant to N.C.G.S. 160D-402(c); and
12. Either party may terminate this Agreement by providing thirty (30) days written notice to the other party of its intent to terminate this Agreement; and
13. This Agreement shall be governed by the laws of the State of North Carolina; and
14. This Agreement represents the entire agreement between Pinebluff and Moore County. This agreement supersedes all prior negotiations, representations or agreements, whether written or oral. This Agreement may only be amended by a written instrument signed by both Pinebluff and Moore County; and
15. Nothing contained in the Agreement shall create a contractual relationship with or cause of action in favor of a third party against Pinebluff or Moore County; and
16. In the event any provision of the Agreement is adjudged to be not enforceable or found invalid, such provision shall be stricken and the remaining provision shall be valid and enforceable; and
17. All parties shall comply with the requirement of Article 2 of Chapter 64 of the General Statutes.

[SIGNATURES ON THE FOLLOWING PAGE]

TOWN OF PINEBLUFF

Ronald L. McDonald
Mayor, Chair
Pinebluff Board of Commissioners

ATTEST:

Betty O. McDuffie
Betty McDuffie
Clerk to the Board

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Rachel Dysart
Rachel Dysart
Finance Director

COUNTY OF MOORE

Kurt Cook
Kurt Cook, Chair
Moore County Board of Commissioners

ATTEST:

Jenny Parks
Jenny Parks,
Clerk to the Board

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Caroline Xiong
Caroline Xiong
Finance Director