

## MINUTES – OCTOBER 29, 2012

The Caswell County Board of Commissioners met in special session at the Caswell County Senior Center in Yanceyville, North Carolina at 6:00 p.m. on Monday, October 29, 2012. Members present: Nathaniel Hall, Chairman, William E. Carter, Gordon G. Satterfield, Kenneth D. Travis and N. Kent Williamson. Absent: Cathy W. Lucas, Vice Chair and Jeremiah Jefferies. Also present: Kevin B. Howard, County Manager, Jeff Sicz, EMS Director and Angela Evans representing The Caswell Messenger. Paula P. Seamster, Clerk to the Board, recorded the minutes.

### MOMENT OF SILENT PRAYER

Chairman Hall opened the meeting with a Moment of Silent Prayer.

### VEHICLE USE POLICY

Chairman Hall stated “The purpose of the meeting is to review the County’s Vehicle Use Policy. To review in-depth with the idea of making revisions or recommended revisions or adjustments that we deem appropriate. We did advertise this as a special meeting so that action could be taken as we move along. I asked Ms. Seamster to provide everybody with a printed copy so we would have something to write on as we go through this policy.”

(At 6:07 p.m. Commissioner Travis and Mr. Sicz entered the meeting).

Chairman Hall continued “Additional information has been provided to us. There may have been some questions that have been anticipated or may have been asked earlier. We have the Drug Testing Policy for CDOT. I think we have a schedule of vehicles that are owned by the County. The schedule is by departments and then assigned vehicles by department. I also asked the County Manager to give us last year’s fuel cost. I was only interested in two because they are the big ones, the Sheriff’s Office and EMS but I noticed he added some other stuff.” Mr. Howard responded “I put all departments just in case someone else wanted to know about the other departments.” Chairman Hall stated “We also have, I asked the County Manager to provide us with any regulations for the Sheriff’s Office as it relates to vehicles. We are just getting this afternoon so I am sure that you have not had time to review it but we will have this available as questions come up and/or if we need to get more in-depth in something specific. My thinking is that we will start on the first page of the current policy and work our way through. If there are suggestions or another way that we would like to do it we will stop now and see what the Board desires.” Commissioner Travis responded “That will be fine with me.”

Commissioner Carter asked “Mr. Chairman the highlighted areas are they changes that have been made?” Chairman Hall responded “I don’t know why they are highlighted.” Mr. Howard responded “This afternoon I made a couple of changes to it. I highlighted them so I could present them to you to see if you would like the changes or not. The actual highlighted areas are related to drug testing.” Chairman Hall stated “Why don’t we wait until we get there that is why I wanted to get a written copy so we could go through it. I was not aware that anything was going to be highlighted. We will cover it as we get to it. We will start at the top. I hope that

everybody brought their notes from previous meetings and previous discussions so that as we start whatever discussion we have we can get to them pretty quickly. We will start with the Purpose of the Policy and move on down page 1: The Purpose, Definitions, Assigned Vehicles and then right on through. Okay on page 1 is there anything in the first two or three paragraphs? In the Mileage Reimbursement definition, I think we should include something that says the use of personal vehicles for county business. It is stated over in the policy but in this definition there is nothing stated there.” Commissioner Williamson responded “That is covered in the Personnel Policy. If you go back to the Personnel Policy if you use your personal vehicle you will be paid upon the approval of the supervisor or department head.” Chairman Hall stated “Should not these two policies in places be overlapped if they overlap?” Commissioner Williamson responded “They could overlap or should it be in both of them? This should be the policy on county owned vehicles.” Chairman Hall stated “Good point.” Commissioner Williamson continued “I don’t see the point for overlapping because it could cause some confusion.” Commissioner Carter stated “I don’t see the need to have it in the Personnel Policy if we are going to have a Vehicle Use Policy. If you are going to use your own vehicle you should be reimbursed. I have a question on the mileage; does it fluctuate when the price of gas goes up or down?” Mr. Howard responded “No it is based on the IRS rate at that time. We adjust it with the IRS schedule.” Commissioner Carter continued “So it does not fluctuate when the gas goes up or down?” Mr. Howard responded “No it changes when the IRS changes their rates.”

Chairman Hall stated “Let’s go back to Mr. Williamson’s comment on the mileage reimbursement, should that be in the Vehicle Use Policy. Based on the comments and from what we are hearing should we even have it in the Vehicle Use Policy?” Commissioner Travis responded “I probably should be in here and taken out of the other. It does not need to be in both of them. We are talking about vehicles so I think it should be in this one. That is what I think.” Mr. Howard stated “In the Personnel Policy it talks about other reimbursement items such as lodging and meal reimbursements, it is included with all of that. It probably needs to be in that because when someone goes out of town for county business that explains it all.” Commissioner Williamson stated “The Personnel Policy speaks of an individual’s vehicle; this policy should just pertain to the County’s vehicles. That would be a way to separate the two to keep it from being confusing.” Commissioner Travis responded “Well if you look at that way then this needs to be taken completely out of this policy.” Commissioner Williamson stated “I agree.” Commissioner Travis continued “Then this complete paragraph should be completely taken out. Take it out and let that be taken care of in the Personnel Policy.”

Chairman Hall asked “Is that a general consensus that we need to take it out all together?” The Board agreed that the Mileage Reimbursement should be taken out of the Vehicle Use Policy.” Chairman Hall continued “As we go through and we make changes when we get to the end we will have one final vote on the policy. I think that would be a good way because some discussions later may lead us to come back to something discussed earlier. Anything else on page 1 with Assigned Vehicles? At the bottom the County Manager has highlighted something.” Mr. Howard responded “Yes I wanted to add that sentence there ‘Employees with assigned vehicles are not allowed to provide transportation to and from work for other county employees unless approved by the county manager.’ The reason I want that caveat in there is...” Commissioner Travis responded “The way this is written it does not say anything about anybody it says ...” Mr. Howard responded “Right I need to add ‘for other county employees’ in that

sentence. I wrote it and printed off and when I read it I needed it to say specifically for other county employees. The reason I am saying this is I have a county vehicle and I drive it to work and I live near someone who works for the county too and I bring him to work in the county vehicle. I am not aware that is happening but I would like to add it so it does not happen.”

Commissioner Travis asked “Well let me ask you this question and I am going to dig a little deeper, what if your wife works for the county and you work for the county?” Mr. Howard responded “I should not bring her to work. The reason I have a county vehicle is if I get called after hours for county business I will have a vehicle at my home.” Commissioner Travis stated “Well what you can put in here for that right there is the person who is assigned to that vehicles is the only one who can be in it going back and forth to work on that vehicle. That would eliminate the whole thing.”

Commissioner Carter stated “The only thing I think that we need to take some considerations with is extreme weather conditions. If you have a four wheel drive vehicle and you could stop and bring another county employee in to work.” Commissioner Travis responded “I know that someone goes to pick up the 911 dispatchers I don’t know what they go on but they do pick them up when it is snow on the ground.” Mr. Howard responded “That is why I would like to have ‘approved by county manager’ so we will be able to get the essential employees here during bad weather.” Commissioner Carter stated “Essential employees have to be at work bad weather or not.” Chairman Hall responded “Then you get into an area that becomes subject trying to define on the fly who is essential. In my opinion all of our employees are essential. If you have a snow storm the day before payroll day are you going to bring you police people in and your EMS people in and leave your accounting staff out, that changes the whole definition of what is essential.” Mr. Howard responded “That is why you leave it somewhat subjective. It could change depending on what is going on.” Chairman Hall stated “I thought Mr. Manager that in an earlier copy there was something like this sentence in here or maybe this is the copy.” Mr. Howard responded “There was something in there similar but I tried to make it more clear.” Chairman Hall asked “Other thoughts on the wording that the county manager has provided? I don’t have a big problem with that.” Mr. Howard responded “I wanted to add another county employee because they may not see that as a problem when it is not listed. They see it as just getting a ride back and forth to work. I was trying to add something so it would take that out of the equation.”

Commissioner Travis asked “What does our insurance policy say about people riding in these cars?” Mr. Howard responded “It has to be for county purpose.” Commissioner Travis continued “What I am saying is does that mean that anybody that is in that car that works for the county is covered?” Chairman Hall responded “He said it had to be for a county purpose or county business. It may not be an employee which is the definition he is using. He specifically suggested not picking up employees and that is what we are discussing.” Mr. Howard responded “For instance with economic development I may have someone who has come into town who is looking for property, he is not a county employee, I will carry them around in my car to show them what we have.” Commissioner Williamson added “DSS is another example of carrying people back and forth. The Transportation department also takes people from place to place.” Chairman Hall asked “What is the downside of an employee riding with the county manager to work one day or two days, what is the downside to that or what is the problem?” Commissioner

Travis responded "As long as the insurance takes care of it I don't really have a problem but if the insurance does not cover then the county can be sued for stuff like that. I don't care if you pick them up if it is snowing but what if they have a wreck somebody will get sued. The main concern is the insurance going to cover that. Has anybody checked on that?" Chairman Hall stated "I think we are looking at the wrong part of this thing. If you have insurance, whatever kind you have it is going to cover whatever you do. You don't have to pick and choose and cherry pick who is in the car. The question should be what do we want the county to do. If the county manager is driving a vehicle and he picks up another county employee on the way to work we will be liable. If it is not covered by our insurance then there is a dire election of our duties. So the sum of this is it is a management question and that it is subjective and our role is to provide direction on the policy issue." Commissioner Travis responded "We are not going to sit here and vote on something well I am not going to vote on something where anybody can ride to work in a county vehicle." Chairman Hall stated "That was not the question." Commissioner Travis responded "That is the same thing as what you are saying. The question here is Kevin can tell anybody who has a vehicle they can stop and pick up somebody." Commissioner Williamson stated "That is true." Chairman Hall added "And that is what we are discussing. My question was what was the downside of doing that and you mentioned the insurance and I said that should not be the downside because if we don't have adequate insurance to cover all possibilities then that is a mute point where he gives permission or not. Do you follow me?" Commissioner Travis responded "I understand what you are saying but if we pass this thing as it is Kevin can tell anybody that they can pick up someone and bring them to work." Chairman Hall asked "And I will question again what is the downside to the county manager making that decision? What is the downside of the county?" Commissioner Travis responded "As long as it is handled in a proper way I don't see a problem with it. I mean if it is snowing and someone goes by and picks up Paula and brings her to work or something like that I don't have a problem with that. If someone goes out and wrecks his car and he will not have it for a month I don't think the county should provide him transportation for a month. What I am saying is a lot of this stuff is common sense." Chairman Hall asked "So you are comfortable with the way he has it here 'with the county manager's approval' because the county manager is going to have to make a decision we are not because we are not going to be there." Commissioner Travis asked "Well what are you going to do if Kevin makes a decision and this Board does not agree then this Board will be mad at him about it?" Chairman Hall responded "No, mad is the wrong word. He did not make the right decision we will handle it in a disciplinary type way. That is our job."

Chairman Hall asked "County Manager can you read your suggestion again. I really do not have a problem I just want the Board to understand what you are suggesting so we can either move on or delete it or change it." Mr. Howard responded "Employees with take home vehicles are not allowed to provide transportation to and from work or other county employees unless approved by the county manager." Commissioner Travis asked "Why should it be the employees that are assigned a vehicle?" Mr. Howard responded "Those are the employees that will be traveling to and from work. Everybody that drives a vehicle back and forth to work has an assigned vehicle." Mr. Howard responded "It could be let's say it is a garbage truck. One person would be assigned to keep the garbage truck. They will work from 8 to 5 and then after work they take it home." Chairman Hall stated "We need to read the definition because that is not what the definition says. We need to change the definition because we need to be consistent. The definition says 'A County-owned vehicle designated for the use of an individual employee in the

normal performance of his/her duties but not authorized for take-home use.’ That is our definition here.” Commissioner Travis stated “The way this is written says for instance the Maintenance department comes to work picks up a vehicle and then goes and picks an employee up this does not address that. It should be anybody driving any county vehicles.” Mr. Howard responded “What about if we say for assigned and/or take-home vehicles.” Commissioner Travis continued “Not everybody is assigned to a vehicle. Everyone in Maintenance is not assigned to a vehicle. It should be anybody driving any county vehicles.” Mr. Howard responded “How about this ‘Any vehicles are not allowed to provide transportation to other county employees unless approved by the county manager.’” Commissioner Travis stated “This back and forth to work does not get it Kevin. What if they pick up John Doe other there and drop him off at the store. Really they have not done anything that you said they could not do if you pass the way it is now.” Mr. Howard responded “It addressed that in other parts of the policy. I was trying to add this because the question came up during a commissioners’ meeting about a county employee taking their spouse to work.” Commissioner Travis continued “I understand that but what we need to do is to address everything in one thing and be done with it.”

Chairman Hall stated “Why don’t we make a note of that. We are under Assigned Vehicles and we want to cover that but we want to cover that issue somewhere in this policy and that is using county vehicles for non-county business that is what it amounts to. If you pick up employees and bring them to work that is non-county business and that should be in here somewhere.” Commissioner Travis responded “You can add it to this right here, I don’t see where that would be a problem. Anyone assigned a vehicle or anyone using the county vehicles is all you have to do to it.” Chairman Hall stated “I think you are right. What we can do Mr. Travis is we have a category name Assigned Vehicles, we have one called Take-Home Vehicles all we need to do is to just add one more for all vehicles.” Commissioner Travis responded “That is only double covering.” Commissioner Williamson stated “I agree with that.” Chairman Hall asked “Like what for example?” Commissioner Travis responded “You could put it all in one and make it simple. But that is fine let’s move on.” Chairman Hall stated “We need to cover it.” Mr. Howard stated “That language needs to be in both places.” Commissioner Travis responded “Wouldn’t it make it simple to just put no one is allowed to pick up anyone in county vehicles?” Mr. Howard stated “Yes.” Commissioner Williamson stated “Well I think what the county manager is saying is that if I have a take home vehicle or assigned vehicle I need to follow the regulations so I would go to the assigned vehicle part of it and that would be the part that I read. If I have a take home vehicle in order words if I have a take home vehicle I would go to the section where it reads take home vehicle and that would be my regulations on what I could and could not do. You have to look at it in the different parts.” Commissioner Travis responded “I am getting at Mr. Williamson is where you take it home or whether you just drive it during work time or whatever it should be the same.” Chairman Hall stated “In some cases it would be the same but the situation is different and that is why we are making a distinction. The people with assigned vehicles regulations are all together different from the people with the take home vehicles.” Commissioner Travis responded “The only difference between the two is the people who take a vehicle home cannot take people back and forth to work. That is the only thing I have heard anybody say. It does not say anything about picking anybody up on the side of the road.” Mr. Howard responded “Actually it does ‘Hitchhikers are not permitted to ride in County owned vehicles.’ Bottom line is if it is not for county business he should not be in there for

anybody who is not a county employee or doing county business. I was trying to get specific that if it was a county employee you are not to bring a county employee to work with you because the vehicle is not assigned to you for that purpose for take home or whatever.”

Commissioner Travis stated “I still think a lot of this stuff has a lot of ‘ifs’ and ‘ands’ in it.”

Chairman Hall stated “Some of these will be subjective but we want to get the rules in place so that if anybody thinks about it they will make the best professional decision if they are so inclined to do so.”

Commissioner Carter stated “I think you are exactly correct Mr. Travis. What if a county employee takes his children to school in county owned vehicle?” Chairman Hall responded “Then we would be inclined to say to that person that they violated a county rule that is not appropriate.”

Chairman Hall stated “We are still had the highlighted area. I think one thing we can so is under that area is county vehicles are not to be used for personal use.”

Commissioner Williamson stated “Also assigned vehicles are not to be used for personal use.” Chairman Hall responded “Right that is what Mr. Travis was saying about overlapping that no county vehicle should be used for personal use so it could either be in both sections or combined in one section but you are right it is not for personal use.”

Commissioner Carter asked “Can the Sheriff’s office go to the bank in the county vehicles?” Chairman Hall asked “Is this personal? Now we don’t want to get too bogged down on this. Say for example if the Sheriff’s Office is driving the vehicles back and forth to work what are they going to do during the middle of the day when you need to go somewhere?” Commissioner Carter responded “Once you sign in or clock in you are in that vehicle and that vehicle is your office until you sign out.” Mr. Howard stated “Let’s use me for example. I guess the point I am trying to get to is should I be allowed to go to lunch in the county vehicles since I drive it to work every day and make personal errands within reason. The way I look at it is if I need to go by Food Lion on the way to my house it is within reason but going to Wal-Mart in Reidsville and then to my house that would not be within reason.” Commissioner Carter responded “I agree with you on that.” Commissioner Williamson stated “That is the reason why we should not say no personal use of the vehicles. We have to give management some opportunity to make decisions. We have to give them some leeway to make decisions. That is my point.”

Chairman Hall stated “So we are back to the original last sentence.” Mr. Howard responded “Technically you can take the sentence out because it covers this in the policy.” Chairman Hall stated “Well for the time being we will just leave it because what it does to my way of thinking is place responsibility and accountability. If there is something done differently then the employee will be held accountable and the county manager is going to be responsible. That is kind of what that does.”

Chairman Hall stated “Let’s go on to page 2 Take-Home Vehicles. Any questions or comments on page 2? Okay page 3 Mileage Reimbursement and Driver Responsibility. This goes back to earlier comments as to what is in the Personnel Policy. Now we took it out of the first section.”

Commissioner Williamson responded "I think it should be taken out of this section as well." Commissioner Travis asked "Are you talking about the mileage reimbursement?" Commissioner Williamson responded "Yes."

Chairman Hall stated "Driver's Responsibility. Do we have any employees that live in Virginia?" Mr. Howard responded "No sir." Chairman Hall continued "So there are not county employees that live in Virginia?" Mr. Howard responded "There are none that has a take home or assigned vehicle." Chairman Hall stated "The only reason why I asked is we said 'a valid North Carolina drivers/operator's license.' It should say a valid license. We have employees that live in Virginia so it should say a valid Virginia or North Carolina license and that is just a small thing." Commissioner Satterfield stated "So we need to take out North Carolina."

Chairman Hall stated "Somewhere in here there was a comment about doing a driver's license review." Commissioner Satterfield responded "It is in the third paragraph." Chairman Hall continued "Okay I think with the first sentence we need to be a little tighter than that, employees 'are subject to an annual review'. It might seem like extra work but I think we are at the point where we are going annual reviews." Commissioner Williamson added "Especially with the CDL type of licenses because that is a lot of responsibility for the county." Mr. Howard responded "I interpret that if you are subject to everyone will do one annually if you drive a county vehicle for whatever reason rather than as needed." Chairman Hall stated "Well I interpreted it as subject to as you might be and not required." Mr. Howard responded "The wording may not be good." Chairman Hall stated "I am not saying it is not good but the interpretation is not clear. If we are going to do an annual review let's do them. I am just saying subject to means we might or we might not. What I want is a word that says we will do it." Mr. Howard responded "Can we say 'will be subject to an annual review.'" Chairman Hall asked "And the next question is who is going to be responsible for that?" Mr. Howard responded "Probably Human Resources. Each employee will be required to supply a certified copy of their driving record annually. We can do it on their anniversary date or whatever so they will not all be coming in all at the same time." Chairman Hall stated "You said probably my suggestion would be HR and we will go ahead and make that a part of the assignment of the HR person so they can start working on that now. My other question on here is when was the last time we did this?" Mr. Howard responded "We don't have a requirement for this now. We address issues as they come up such as tickets and such." Chairman Hall stated "That is not proactive. We may have somebody in violation right now and they should know that they are subject to some disciplinary action if we find out that they don't have a driver's license or that they have too many points on their license that would disqualify them for whatever department they are working in."

Commissioner Satterfield asked "What are you going to do if you find something? I don't think I say anything in here." Commissioner Williamson responded "It is in the Personnel Policy." Chairman Hall stated "I think I saw something in here about disciplinary action or subject to disciplinary action." Mr. Sicz responded "It is in the first paragraph, 'Failure to inform the County of a suspended or revoked license may result in immediate dismissal.'" Chairman Hall continued "But what I am suggesting might be broader than a suspended or revoked license. You could still have your license but you could have a DUI, you could have a controlled substance or cover the counter substance abuse." Commissioner Satterfield added "You could be

a consistent speeder.” Chairman Hall stated “That is what I mean. It is broader than these two things. It is a big risk when you get passed one or two of those. I think what we can do here is make a note because we will have to address it here but we are also going to have to address it in the Personnel Policy. The grievance policy and all of that is in the Personnel Policy and if we have to go up through the grievance ladder that is what we are going to have to hang our hat on.”

Chairman Hall asked “Is there anything else under Driver Responsibilities? This fourth paragraph I am not comfortable with it and I made a comment somewhere else. I think it is going to be under maintenance ‘Employees are responsible for any county vehicle or equipment assigned to them and must report unsafe operations or working conditions to their supervisor...’ I think that is a stretch. I think we can come up with something better than that. I am accountant by training if something goes knock, knock, ping, ping I don’t know what it is. Mr. Travis might would know and to me it is not unsafe because the vehicle is still moving.” Commissioner Satterfield responded “It could be.” Chairman Hall continued “It could be but to me it is not because that is not in my training. I am uncomfortable with that but we will come back to that when we get to maintenance.” Mr. Howard asked “Are you uncomfortable with making the employees responsible at all?” Chairman Hall responded “Not at all but...” Mr. Travis responded “Anybody that drives these cars needs to be responsible for making sure that the oil is changed and stuff like that when it is due. They should not have to go to the supervisors to tell them.” Chairman Hall stated “I strongly disagree.” Commissioner Travis asked “With what?” Chairman Hall responded “With employees being responsible for oil changes and stuff like that.” Commissioner Travis asked “So you don’t think they should be?” Chairman Hall responded “No it is not their personal vehicle. It is the County’s vehicle.” Commissioner Travis asked “Well let me say this how much time do you think the Sheriff has to check every one of those cars or the sergeant?” Chairman Hall responded “I disagree. I don’t know how many times he checks them.” Commissioner Travis stated “It is not his job. The driver is the one who should check it.” Commissioner Carter stated “If they are assigned a vehicle they are responsible for that.” Chairman Hall stated “Let’s separate this but generally speaking if they get tied up with what they are doing in their profession and miss something critical or crucial to the maintenance of that vehicle the county pays.” Commissioner Williamson stated “We don’t have a county vehicle maintenance department.” Chairman Hall stated “No but if we look at what we are paying now even without a vehicle maintenance department we need somebody to keep up with those maintenance records to make sure that the appropriate things happen at the appropriate time. I will be quite candid and this is where I will go to EMS. When I look at the repair bills that we paid for EMS I have to believe that if someone had been more diligent in what they were doing we would not have these bills coming in fifteen to twenty thousand dollars at a whack.” Commissioner Williamson responded “That would be up to the department head.” Chairman Hall stated “But it is not EMS’ money, it is the county’s money, the citizen’s money. We can’t delegate that responsibility because we are the ones that do the budgets and we are the ones that set the tax rates so we are the ones that have to put something in place. I am listening but I am explaining my argument.” Commissioner Williamson stated “We have to do one of two things. One thing is, are we going to create a maintenance department. Are you going to go to that expense to do that?” Chairman Hall responded “If you spend fifty to seventy-five thousand dollars a year in repairs is it not worth having somebody to, not being a maintenance department but have somebody to monitor what is going on. Make sure that vehicles are taken care of in a timely manner. I am just throwing this number out because we don’t know what we spend. I

have just looked at some of the bills from the Sheriff's department and EMS and I can tell you they are huge." Commissioner Carter stated "I know the Sheriff's department has a standard mileage that things have to be done, right?" Commissioner Travis stated "I don't know what they do because I don't do the work for them. They probably change the oil at 5,000 miles." Commissioner Williamson stated "Maybe that is something that needs to be looked at. Maybe we need to look at the total dollars that we have spent." Chairman Hall stated "Here's my suggestion and the reason I threw that out, we have several departments with several different professions and those professions are what they have been trained to do. I have not been trained to monitor a vehicle but in the accounting department I do fairly well but the other stuff it is just not important to me in my mind. You can tell me I need to do it and I am projecting this across departments. Some might be doing a better job than others but you still have it out there. If I am trained in EMS that is what I am paid to do, I am not trained to kick tires and listen to pings and pangs and stuff like that on engines. I am not suggesting a full fledged department but it is certainly food for thought to have some one person to say vehicle number 37 I just checked it and it is time for an oil change. I am going to the department to tell them that I need to schedule this vehicle to be off duty for Tuesday because it needs an oil change." Commissioner Carter responded "So what you are saying is we need to have someone like a vehicle maintenance supervisor to keep a check on the vehicles versus someone having a garage and fixing it to keep up with all the vehicles so we can keep up with the maintenance on the vehicles and to know when they need repairs." Chairman Hall responded "Right and because there is another issue that comes into play. Here again this is what we have seen and discussed over the last year, let's go back to EMS. We are going the oil changes and then there was some that was suggested that we put the wrong kind of filters in them so now it might do damage to the vehicle. The department thinks it is okay. The person they went to thinks it is okay but the company that built the vehicle says it is not okay. Everybody means well but we are paying the cost."

Commissioner Williamson stated "I think this is a little bit deeper than the policy." Chairman Hall asked "Well right now it is policy if you read in here." Commissioner Williamson continued "What I am saying is having someone to take on that responsibility." Chairman Hall responded "Okay it is deeper than the policy. Why?" Commissioner Williamson responded "Because you are going to have to make a decision on creating a position. You are going to have to make a decision on having someone to be responsible for that vehicle. Like I said it is deeper than the policy itself." Chairman Hall stated "Okay I understand what you are saying now."

Commissioner Carter stated "The problems you were talking about with the ambulances in the past that has been corrected. They now have a maintenance schedule where they check things periodically. That problem has been corrected with EMS. What I would suggest now is to have someone in each department to be responsible until we can hire someone to take on that responsibility." Chairman Hall responded "That may be an alternative way to do it. If that somebody is going to be in the departments then I think we need to put some kind of policy in place because I am not wishing anybody any bad luck on the County or EMS but what I am saying is something else is going to happen. Now when it happens there will be another reason why we missed it." Commissioner Carter continued "Well we should not have that problem with EMS anymore since the maintenance was changed after the engine deal." Chairman Hall responded "One of the issues that came out of this is okay we have the strategy with a maintenance plan is the shops that we are taking them to." Commissioner Carter stated "As far

as the county we are limited as to where we can take our trucks.” Chairman Hall responded “I know that. My car cannot be serviced in the county. I serviced it once and I had to take it to Mr. Travis to unservice what I did. The next time I had to have it serviced Mr. Travis could not service it so I had to go back to Greensboro.” Commissioner Carter stated “The way I look at it is if the shop is confident and gives good service then I don’t have a problem with using a shop in the county. I am not talking about any job blow. I am talking about taking them to a shop like Kenneth’s or Caswell Tire which handles the service on the EMS vehicles. If they provide good service I don’t see a problem with it. I would rather see the money spend in the county.” Chairman Hall responded “Well since you mentioned Kenneth I am going to pick on Kenneth. I would rather see the money spent in the county but I can’t take my car to Mr. Travis because he is not certified to work on it. Here is my point, when we start working on diesels; I am just using my car so we won’t pick on anybody. I like Mr. Travis. I want to spend my money in the county but I can’t take my car to him and it is the same way with some of these diesel vehicles we have so we have to be practical or not buy the diesels.”

Commissioner Travis stated “If a vehicle is under warranty and you don’t take it back to the place like those ambulances and all and it does not have Ford parts on it they are not going to pay any warranty. My opinion is we need to find a certified place to carry those ambulances.”

Chairman Hall stated “Well we got off a little bit. We were on Maintenance of Vehicles and the part that I was concerned about what the part of them not being held responsible. I guess we have talked about it enough since nobody is going to propose anything. On page 4 there is another area that is highlighted that we do need to fill in. We probably want to check with our county attorney with this one.” Mr. Howard responded “I would recommend checking with our insurance carrier for their recommendation on that. This is just setting the liability that the county employee will have to carry if they are going to use their personal vehicle for county use; there is a certain level on that.” Chairman Hall stated “That is why I would check with our county attorney because our insurance carrier will tell us what he or she wants us to know. Sometimes you may want to go higher than that.”

Commissioner Williamson asked “Can that be determined by the county?” Chairman Hall responded “It can be but we will just need to have all the information.” Mr. Howard added “What we need to look into is can it be used on current employees because they were not hired under this policy. We need to check into that. You can make it a requirement when someone is hired to turn it in every year.” Commissioner Travis asked “What is the limit of insurance that we should have?” Mr. Howard responded “I am guess about \$100,000 because that is what most places require employees to carry.” Chairman Hall stated “That is why I said we need to talk to our attorney because this thing changes when you start to use your personal vehicle for your work.” Commissioner Williamson stated “This should be put in our Personnel Policy and not in here.” Chairman Hall stated “This is one that we will have to come back to. We need to get some recommendations and you and Brian talk.” Commissioner Travis stated “The only way we can do this is to know how much insurance you want them to have.” Chairman Hall stated “Right. Now I don’t see...” Commissioner Travis stated “I don’t see why you would have to have more than the county has.” Chairman Hall responded “The liability is different. Well let me back up the employees that use county owned I don’t see why we have that in there because the county owned vehicles are covered under the county’s insurance.” Commissioner Travis

stated "That should not be in there." Chairman Hall responded "That is what I said." Commissioner Travis continued "Well take it out. It is in the Personnel Policy, take it out." Chairman Hall stated "There should be something in the Vehicle Policy that addresses insurance coverage." Mr. Howard responded "I will check on that language." Chairman Hall stated "We don't really need the county owned part because we are going to cover the county. For the personal vehicles and this is important that somebody check this. This probably has to go to HR it cannot be left up to the department." Commissioner Satterfield stated "The person should be required to have the same coverage that the county has. The employee should have no less coverage than what the county has. It has to be the same for both." Chairman Hall stated "The key is two things, I agree, that is why I am trying to make an issue out of this we are going to have to either make sure that it happens or the employees should not be driving their personal cars for county business. So we are going to check on that amount." Commissioner Travis asked "Are you going to take county owned out or what?" Mr. Howard responded "I will check on that." Chairman Hall responded "Right now I am going to write delete on here because we are going to vote on it. If there is a reason to keep it you can tell us when we come back. We know that we will have to fill in that amount. We need to have the amount that the county covers on its vehicles."

Chairman Hall stated "Maintenance of Vehicles." Commissioner Carter stated "I think that each department should be responsible for the maintenance of the vehicles, like the Sheriff's Department should be responsible for their vehicles." Chairman Hall responded "I have already indicated my disagreement so I don't have to state my argument on that. I will say this when we put it in here this way 'Scheduling of routine maintenance and repairs is the responsibility of the employee to whom the vehicle is assigned upon approval of the Department Head.' then what we are saying is we are given the departments and the individuals the authority to take these vehicles to certain places whether certified shops or not." Commissioner Carter stated "Right now we don't have a maintenance department to handle the maintenance so we have to take them to a certified shop." Chairman Hall responded "That was not my point. My point is we are telling them they can take the vehicles where ever they want to and that is what I have a problem with." Commissioner Carter stated "What I am saying is EMS may take theirs to one place and the Sheriff's Office may take theirs to a couple of other places as far as changing oil and stuff." Chairman Hall responded "That is beside the point." Commissioner Carter stated "So you want to tell each department where to take their vehicles to?" Mr. Howard responded "What he is saying is it needs to be a certified mechanic to work on the county's vehicles." Commissioner Carter stated "I agree with that." Chairman Hall stated "Giving them the authority to do it gives them the authority to do what they want to. That is my point." Commissioner Travis stated "Do you know how Alamance County handles their Sheriff's Department? They bid it out. One shop does it all." Commissioner Carter responded "That is what most places do." Commissioner Williamson stated "That is a good way to control costs and at the same time put the responsibility on that shop." Commissioner Satterfield asked "How do you keep the warranty up?" Commissioner Travis responded "They do everything but that. Every car is taken their for the oil change. They have a certain price that they charge and they cannot charge anymore than they bided. They can't jack it up because it belongs to the county." Commissioner Satterfield stated "Well what was brought up a while ago about the filters. What if they put the wrong filter on and it voids the warranty." Commissioner Travis responded "If they have the contract to do the maintenance they are responsible, either his insurance will pay for it or he will have to pay

for it out of his pocket.” Commissioner Carter stated “The only thing I have to say is I would like to keep the maintenance of the vehicles done in Caswell County instead of taking them outside the county.” Chairman Hall responded “See that is irrelevant. You can’t give business to people that are not qualified to do it. That is like saying I am not going to buy groceries because I don’t have a Wal-Mart here. Any suggested changes to the maintenance? I will have to say what Commissioner Williamson said the discussion on this is deeper than this policy because you are talking about a bid process and that will not happen tomorrow.” Mr. Howard responded “I would say that this discussion should occur at another meeting. That is another whole process. We will need to get the information in one document so that everyone will bid on the same thing.”

Commissioner Satterfield stated “I will mention one more thing. The State goes through a bid process every year for every state vehicle. They will send out a list to all the shops that are certified. If they want to bid on it they will tell you how much they will pay for an oil change, how much they will pay for brake pads on a state car and you can participate or not participate. They will tell what grade and what type of oil you can use. It is not like any of the counties have to go out and reinvent the wheel, it is already in motion. It is just a matter of adopting the state policy. It is through fleet management.” Mr. Howard asked “If you are going to do this you have to follow that policy? Commissioner Satterfield responded “You will have to follow that policy. It is the same maintenance plan for fleet cars, like Goodyear has a plan that is bided on by Goodyear for all their fleet cars through the country. I am sure Firestone has the same policy. They will send a booklet each year and they will state how much they will pay for an oil change and what you can do at a certain routine service and the type of car you have. When you can rotate the tires and when you can change the transmission fluid. You can’t do it until it gets to a certain mileage. At a certain mileage you have to inspect the front brake pads and at a certain mileage you inspect the rear brake pads. This information is out there. It is just a matter of reaching out there and getting the information and customizing it to Caswell County.”

Chairman Hall stated “Okay page 5. I was kind of excited to see this section, Fuel Conservation Plan. How long has we had this plan Mr. Manager?” Mr. Howard responded “This plan is not official until it is adopted.” Chairman Hall continued “So we don’t have a fuel conservation plan?” Mr. Howard responded “No sir.” Chairman Hall asked “Any comments on the Fuel Conservation Plan? Okay Accident Procedures?” Commissioner Satterfield responded “I think the notification to the County Manager is a little off. I think it should be less than 24 hours.” Chairman Hall asked “What do you suggest under that Mr. Satterfield?” Commissioner Satterfield responded “I was thinking a minimum of 8 hours. With today’s technology they could leave a voice message. If you go down drug testing needs to be done in a 24 – 36 hour period. If is a suspicion of alcohol it needs to be done immediately. If we have to wait for the county manager to respond it could be too late to do the testing. It certainly is for alcohol.” Mr. Howard stated “I guess the assumption is if there is an accident and if alcohol is suspect the officer will do the test then.” Commissioner Travis added “If there is an accident and the highway patrol is called in the officer will do the testing in alcohol is suspected.” Chairman Hall stated “Some of that may depend on his training. I know you can smell alcohol but if it is another kind of drug or something I don’t know what they do.” Commissioner Williamson stated “There are some drug companies if there is an accident point blank if you are involved in it or not you will be tested.” Chairman Hall responded “Well we have the CDOT policy and I

read through it briefly. Their policy says all incidents will be tested.” Mr. Howard stated “And at the bottom that is why I added that. Instead of having the top paragraph it can read ‘An employee who is involved in an accident or incident will be tested within 24 hours of the accident.’ The time frame is subject to discussion.” Commissioner Satterfield asked “Can we take out the second sentence?” Mr. Howard responded “I was talking about the first paragraph, the first section up there which was the original wording, take that out completely and use the highlighted sentence.” Chairman Hall asked “So that will be just one line?” Mr. Howard responded “Yes sir.”

Chairman Hall stated “No that is the end of this policy as the County Manager has presented to us.” Commissioner Travis asked “Are you going to leave this 24 hours on this accident thing?” Chairman Hall responded “No Commissioner Satterfield suggested 8 hours.” Commissioner Travis continued “I am talking about where it says testing.” Chairman Hall responded “Within 24 hours.” Commissioner Carter stated “It should read before 24 hours.” Chairman Hall responded “It might take that long to get the test set up.” Commissioner Travis stated “Testing someone within 24 hours after having four or five beers is not worth two cents.” Commissioner Carter responded “It has to be tested before 24 hours.” Commissioner Travis continued “It says within 24 hours. That is what I am saying is you go 23 hours it is still within the 24 it is not going to show up.” Commissioner Satterfield stated the CDOT thing says and I kind of like this the way it is spelled out. It says ‘no longer than eight (8) hours of the accident for alcohol, and no longer than 32 hours for drugs.’ If that is not done then somebody has to give a reason for it as to why it has not been done.” Mr. Howard asked “Do you want to transfer that language over to this other policy?” Commissioner Satterfield responded “I like this better than I do yours because it has clear details about what is going to happen. It says ‘The appropriate transit supervisor will ensure that an employee, required to be tested under this section,’ and it gives a time line and if not the supervisor is held liable if it is not done.” Chairman Hall asked “Now just for logistic purposes do we have contract with anybody locally where we can get testing right away?” Mr. Howard responded “We have one in Danville.” Chairman Hall continued “The Medical Center can’t do this?” Mr. Howard responded “We can probably do that.” Chairman Hall stated “I am talking about these that need to be done right away after an accident. We don’t want to be shipping these people to Danville if we can do these locally.” Mr. Howard responded “It depends on what you are screening for. Some panels are for just a few drugs and some panels are for a much wider variety.” Commissioner Satterfield stated “I am sure either the Health Department or someone can do this.” Mr. Howard responded “We can get that set up.” Commissioner Satterfield continued “You just need to let them know what you want them to screen for. They will have to send these off. They can’t do it there.” Chairman Hall stated “I raise that because if we have someone locally where employees understand that we expect for it to be done. You know where the Health Department is, the supervisor knows where the Health Department is, send them over or take them over or whatever is necessary to get it done.” Commissioner Satterfield asked “What if they are not open?” Mr. Howard responded “If they are injured they will be going to the hospital and we can have them test them.” Chairman Hall stated “I am talking about those that are not injured that just walk away. This is what this is about. Of course we know if someone is injured we can use the hospital.” Commissioner Travis asked “What if it is not their fault will they still be tested?” Chairman Hall responded “Their judgment could have been impaired. They could have avoided it even if it was not their fault.” Mr. Howard stated “Something we talked about earlier was under this any accident would be

tested. What about deer? We have had ambulances that hit deer or deer to hit the ambulances.” Chairman Hall responded “If you want to talk about exceptions then that is where you want to put it in because people in Caswell County hit deer. This is where we start being practical. Now if you have one person in a course of a year that has already hit four deer then we need to go back and take a look.” Commissioner Travis stated “There are several people that have done that.” Mr. Howard stated “We had one deer hit one sitting still.” Chairman Hall stated “I understand that is why we are talking about practical now.” Commissioner Satterfield stated “Mr. Chairman I think that this thing can be too tight that it will only cost taxpayers money. We talk about people using common sense, we need to use a little bit of common sense when we are looking at this thing. I know when you start talking about exceptions there can be problems there too. I think we really need to put a little bit of thought behind this thing. I just don’t understand if a guy is in an accident and it is not his fault or if he is not charged or if a deer runs out in front of a Sheriff’s car we can afford some of these things so why are we going to ask the taxpayers to pay whatever it is for a drug screen.” Chairman Hall responded “That is why we can make exceptions for deer and those kinds of things. Like I said we hit deer in this county.” Commissioner Satterfield continued “You have people that run into you too. It is not my fault is somebody runs into me. Why should I be subject to a drug test and why should the taxpayers have to pay for it if it is not my fault.” Chairman Hall responded “I follow you.” Commissioner Satterfield asked “How much is in the incident? What if I back into a light pole and I do \$300 damage to a Sheriff’s car? What do we consider an incident? Is that worth sending a person over for a drug test? If it is habitual then yes.” Commissioner Williamson responded “Then you are back at the department heads and the county manager making the decision on that.” Mr. Howard responded “That is the way the language was originally.” Chairman Hall stated “I still think as a rule the drug test should be required and if consultation with the county manager and HR and they decide it is an incident and they don’t want to send that person for a drug test then they will have to satisfy the Board’s requirement for that but they will also have to keep up with it. Then this unlucky person after four or five times they will have to go back and take a look. Like you said something would not warrant it with common sense but if you are just driving on the road and drive in to the side ditch you can say you are not responsible but you are still in the side ditch. There may not be any damage because you hit a soft mud bank or something. This one line sentence that we have here how do we modify that to show an exception? Something to the extent that minor incidents will be reviewed the county manager and HR and they will make a decision but it has to be a same day decision. You will need to make the decision right away based on the information.” Mr. Howard asked “Can we go back to the original language? “An employee who is involved in an accident or incident, in which there is, or reasonable could have been personal injury or property damage, will be considered for testing.” That opens it up to where if you are going down the highway and you all of a sudden go into a 360 and cause an incident and there is no damage but there is suspicion of something we may want to test you. I realize that this language opens it up to everything is considered but I guess the point I am making is there may be some incidents that come up that needs to be tested and if we get too specific we will not be able to test for it. There will be three people that make the determination, the supervisor, HR and myself.” Commissioner Travis responded “So in order words it does not matter what kind of accident they were in you would have the option to do it?” Mr. Howard responded “Yes. Now you can set some parameters in there where if it is not their fault they will not be tested automatically.” Commissioner Travis continued “That is sort of the way it is now.” Chairman Hall stated “What I want us to do is some way we can say that but to make the policy

indicate to staff and everybody else is generally speaking if you are in an accident you will be tested. How we write that in here I don't know." Commissioner Travis responded "If we put it in here like that that means you will be tested for every little thing." Chairman Hall continued "I said we need to write it up to say that because the world is not black and white so you have to build in some leeway for judgment. I want us to lean heavy towards testing." Commissioner Travis responded "But you can't say we are going to test for this but then a supervisor says I know he does not do drugs so we are not going to test him and he has total lost the car." Chairman Hall stated "That is why I want to lean heavily toward testing." Commissioner Travis stated "You can't say this one is going to be tested but this one is not going to be tested."

Commissioner Satterfield stated "The first sentence could be changed just a little bit to beef it up a little bit and you could also add another sentence if any at fault or any charges if the operators is charged by police will immediately be subject to drug testing. That will take care of the accidents where you may be charged for." Chairman Hall asked "So if we say what you said as the first sentence and then come with the next sentence and say if 'an employee could have been personal injury or property damage,' where they were not charged will be tested subject to discussion of or in collaboration of the County Manager and HR or something to that affect." Commissioner Satterfield continued "If there is some way to say if you are not charged you could still be considered for testing but if you are charged you will be automatically tested." Chairman Hall asked "So do we need time to think on that one to come up with some wording?" Commissioner Carter responded "I think if someone is charged they will be tested. If they are not tested it should be up to the discretion of the department head and the county manager." Chairman Hall asked "Do you have some wording for that Kevin?" Mr. Howard responded "An employee who is charged by law enforcement in an accident will be tested. If an employee is involved where there could have been property damage or personal injury will be considered for testing. I don't think we need 'not charged' because that leaves us open to anything that happens they can be tested." Chairman Hall stated "I can live with that." Commissioner Travis asked "Let me say this. If an employee from the Sheriff's Office is driving down the road and runs off in the ditch do you think they will write him a ticket for that?" Chairman Hall responded "No." Mr. Howard responded "We can still test him for that." Commissioner Travis continued "You just said if he is not charged he will not be tested." Mr. Howard responded "I said you don't have to put that wording in there." Commissioner Travis continued "Well if you only test the ones that are charged you will not be testing very many."

Chairman Hall stated "Well we have a policy issue here but there is another side of this thing. If we have an officer that is involved in an accident and he or she does not get a ticket then we have some issues that we need to deal with the NC State Highway Patrol on." Commissioner Travis stated "I think we need to like Commissioner Satterfield said a while ago we need to use some common sense. They don't have to write you a ticket for every little thing because they would be writing tickets all day long." Commissioner Satterfield stated "Just because they were not charged does not disqualify them from being drug tested." Commissioner Travis responded "Right. But you said a while ago unless they got charged for it not to drug test them." Commissioner Satterfield stated "No I said that would be an automatic if they were charged but if they were not charge that it would be subject for review by the department head and county manager." Commissioner Travis stated "I don't agree with that. That person may be on drugs and he will not be tested but I am not and I am going to be tested. I don't agree with that."

Chairman Hall stated "There is no way that you can write a policy and it be black and white all the time. If you do that you will be wrong 50% of the time on both sides. You have to have some management decision making in here. Again now that is why we are discussing this thing. So what did we end up with so far Kevin?" Mr. Howard responded "'An employee charged by law enforcement after an accident or incident' will be tested and the rest of it is the same as is listed." Chairman Hall asked "Of the first sentence because we don't need all of that other stuff do we?" Mr. Howard responded "Not really. What it says to me is more than likely you will be tested." Chairman Hall stated "Now this is a policy and we need to say what is necessary because the Board is hashing it out now so we can agree on it." Mr. Howard responded "Well what I would say is not every incident will result in a test." Commissioner Travis asked "Does that cover everything in this sentence?" Mr. Howard responded "Stop after the last sentence. Then take everything else out until you get to 'The Department Head'." Chairman Hall asked "What is the general feeling with that?" Commissioner Travis responded "That is fine with me."

Chairman Hall asked "Now we are at the end of this proposed policy right? Now is there anything that anybody wants to add?" Commissioner Travis asked "Do don't expect us to vote on this thing tonight do you?" Chairman Hall responded "Yes that is what we agreed on if we agree with the changes on the whole thing." Mr. Howard stated "On the insurance thing you wanted me to bring some information back to you." Chairman Hall responded "So it is not final." Mr. Howard stated "You can agree to everything except for that section." Chairman Hall responded "Well the Board can decide on how to move forward. I think the general consensus on what we have so far is a consensus on what we are doing. Now we are at the point is there anything that we want to add? Well I have to say this because I have had some concerns about EMS and I think we need to talk about it. I asked Kevin to provide me with some EMS logs, daily log sheets, and trip sheets. It took me a while to figure them out. One of the couple things that I came to was 1) the log sheets are not consistently completed. I got them for about a 2 week period. 2) I noticed out of a two or three week period there was at least four or five days where the beginning log sheet, that is where the driver came on shift and the first call log sheet there was mileage in there from 3 to 9 miles and that point concerns me. I know we have talked about the practice in the industry of what EMS employees are allowed to do. On the log sheets that I looked at most of them had the shifts identified. I think A shift is probably first shift..." Mr. Sicz responded "A shift is one day, B shift is another day and C shift is a different day. These are 24 hours shifts." Chairman Hall continued "Well either way what I tried to do was follow by days shift to shift and by vehicles form shift to shift and by calls and I figured out, I think, that the call logs will tell you the departing mileage but there was no return mileage because they had load rates and some other things in there. Here again my whole point is my concern is that on the beginning of the shifts there was mileage not accounted for between the shift logs and the call logs and anywhere from 3 to 4 to 9 miles on the ones that I looked at. That meant to me that somebody was coming on the shift getting in the vehicle leaving and coming back before they made the first call. I will stop there because I have expressed this concern before and that is why I asked Kevin to ask staff to be here so we can talk about this. Does anybody else have this concern?" Mr. Howard responded "Some of that mileage can be accounted for in various ambulances that are sited in Anderson and Providence. There are no logs kept on their travel times from the central base to those outlined bases. Some of the mileage could be accounted for those trips there to those sites." Chairman Hall stated "That would not be 3 miles, 4 miles or 9 miles." Mr. Sicz responded "Yes sir it would be. When an ambulance

leaves from the central base and goes to Providence that is approximately 3 miles and if an ambulance leaves the central based and goes to Anderson it may be approximately 9 miles. The mileage from the base to the out bases is not entered.” Chairman Hall stated “I would think that we should enter that.” Mr. Sicz responded “It is not on the run sheet, it is just relocating.” Chairman Hall continued “I think we should enter that as rationale. Two things I made a personal observation of a vehicle the first week in September at 8:30 in the morning at the credit union. They left the credit union and went north on 86 to go somewhere. I went down to the Senior Center. When I left the Senior Center I went back to 86 and the same vehicle was coming back by going to the base. So those folks went somewhere and all of it was not business. Then we have had observations by citizens who saw the same thing. It would seem to me that with those observations being made publically that staff would want to do something to show that what they are doing is all business. It really concerns me that there has been no change in the activities so far.” Mr. Howard responded “Well the issue with that would be when the Board adopts a policy as far as what we have now there would be changes made. There have been some changes made. I have given them directives on some things that they should not be doing. Not going out of their direct route to any type of personal business or leaving to go out of their way to go to lunch or anything else. It may not be as strict as some would like but there have been some changes made. We don’t keep up with every mile that is driven.” Chairman Hall stated “The other part of that too and I will stop after this comment is you have something in here for a Fuel Conservation Plan. I would like to see fuel conservation plans from the departments. I might off base so the departments can tell us where they can conserve fuel. As I look at these mileage sheets and compare them with the fuel cost sheets we have spent an awful lot of money on fuel. Any comments from anybody else?”

Commissioner Carter stated “The only thing I am going to say about it is I am an avid support of emergency services. Being in law enforcement for 20 some years I don’t see any harm with a sheriff’s vehicle or EMS vehicle in route stopping to get them something to eat. I would rather if I were having a heart attack to have them respond from McDonald’s or Hardees than for them to go all the way back to the base to pick up an ambulance because those minutes could save lives. All those miles could be going to Caswell Tire Service or going to another garage somewhere. I don’t have a problem with anyone from the Sheriff’s office or EMS stopping to get something to eat because it is an emergency response vehicle. I think when you get to this point you are getting a little too petty.” Chairman Hall responded “I don’t think it is an issue of pettiness. I think it is an issue of alternatives and I will go back to 8:30 in the morning. If an employee comes to work at 7 or 8:00 or whatever time the shift starts you can’t justify that it is okay for that employee to run an errand just because he works for emergency services in that vehicle. If it is that important use a smaller vehicle. Using a \$100,000 piece of equipment to run errands is just not an effective way to do business. Anything else? When we get the information on the insurance we will put it on the agenda and vote on it.” Mr. Howard responded “I will try to have this on the next agenda.”

### ANNOUNCEMENT

Commissioner Satterfield stated “Let me just make a brief announcement. I am sure all of you are aware of this. I was not aware until a few weeks ago that I am going to be leaving the state this coming Sunday. I thought I was going to be here until the first Monday meeting to go to

work in Pennsylvania. I just wanted to say to you Board members, the County Manager, and Paula it has been an honor and a privilege to work with you folks for the last four years. I think we have done an outstanding job. It is not an easy job that you get elected to by any means. I have done it for 16 years now and it gets tougher by the year I can assure you. It is a lot tougher today than it was in 1980 to sit on this board. There have been things that we have had to deal with that we did not even think about in those days. I appreciate you putting up with me on the board. I hope that I contributed a little something over the last four years. I feel like the County has made some progress in some areas over the four years. Some of the plans that we have adopted and some of the things that we have done. I don't know unless something happens maybe with this hurricane we may be delayed a week in Pennsylvania. If we don't have power we won't be able to operate so I will be at the commissioners' meeting but if everything works out okay up there I will be leaving this Sunday. I doubt I will be able to make this meeting tomorrow night. I will visit from time to time when I get back. It probably will be the end of February before I get back." Chairman Hall responded "Well we will have to put you on the agenda when you come in."

ADJOURNMENT

At 7:54 p.m. Commissioner Carter moved, seconded by Commissioner Williamson to adjourn. The motion carried unanimously.

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Paula P. Seamster  
Clerk to the Board

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Nathaniel Hall  
Chairman

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