

AGENDA – MEETING
GREENE COUNTY BOARD OF COUNTY COMMISSIONERS
10:00 AM — GREENE COUNTY OPERATIONS CENTER
MONDAY, JANUARY 3, 2022

A. CALL TO ORDER

Invocation/Pledge to the Flag

B. APPROVAL OF AGENDA

C. CONSENT AGENDA

1. December 20, 2021 Regular Meeting Minutes
2. Releases/Refunds
3. Consideration of Late Application for Elderly/Disabled Exclusion, Disabled Veteran, and Present Use Value

D. PUBLIC COMMENTS

E. PRESENTATIONS

1. Mike Barnette; HMGP Update

F. COUNTY MANAGERS REPORT

1. Community Services Block Grant Application; Greene Lamp
2. Budget Amendment; DSS

G. COUNTY ATTORNEY COMMENTS

H. COMMISSIONER'S REPORT AND RECOMMENDATION

I. ADJOURN

Commissioners
Bennie Heath - Chairman
James T. Shackleford-Vice Chair
Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Consent Agenda

Date: January 3, 2022

The Consent Agenda for the January 3, 2022 Regular meeting consists of the following items:

- 1.) December 20, 2021, Regular Meeting Minutes
- 2.) Releases/Refunds
- 3.) Consideration of Late Applications for Elderly/Disabled Exclusion, Disabled veteran,
& Present use value

Action Recommended:

Motion to accept the Consent Agenda

Board Action is Needed

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www.greenecountync.gov

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, December 20, 2021 at 7:00 p.m. in the Wellness Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackleford Jr, Commissioners Jerry Jones, Susan Blizzard and Derek Burress, County Manager Kyle DeHaven, County Attorney Gay Stanley and Deputy Clerk Kathy Mooring.

A. Call to Order

Chairman Bennie Heath called the meeting to order, and asked Commissioner Burress to give the invocation and lead the Pledge to the Flag.

B. Approval of Agenda

Commissioner Jones made a motion to take item G2 off the table as requested information has been obtained sooner than expected. Commissioner Shackleford seconded the motion. Chairman Heath called for the voted and the Board voted unanimously to approve taking item G2 off the table.

Chairman Heath proceeded by requesting Closed Session be moved to E1 and add Attorney Client Privilege after the Public Hearing. Commissioner Burress asked about item G2 stating it had been tabled until first meeting in January, Chairman Heath explained that since the County Manager acquired the requested documentation and it has been requested and approved to take it off the table it is permitted to proceed with it tonight.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve the Agenda as modified.

C. Consent Agenda

Chairman Heath asked if there were any changes to the Consent Agenda. There were none and he called for a motion.

On motion by Commissioner Jones and second by Commissioner Shackleford the Board voted unanimously to approve the Consent Agenda.

- November 10, 2021 Retreat Meeting Minutes
- Releases/Refunds
- Monthly Collection Report
- Budget Amendment; DSS (5)

Refunds: NCVTS Tax & Tag

Estate of Blanche Nethercutt	\$29.57	Estate of Blanche Nethercutt	\$7.30	James Titus Ham III	\$10.07
Nathaniel Atkinson	\$131.87	Soledad Vallejo Nichols	\$45.13	Sara Katherine Tyner Larson	\$21.90

Releases: Ad Valorem Tax

Maranda Lynn Boswell	\$45.00	William Edward Sugg, III	\$90.00	William Edward Sugg, III	\$45.00
William Edward Sugg, III	\$45.00	Thomas Arthur Sugg	\$45.00	Thomas Arthur Sugg	\$45.00
Thomas Arthur Sugg	\$45.00	Sugg Family Farming, Inc.	\$45.00	T & E Sugg Equipment Rental, Inc.	\$90.00
Rory & Misty Wood, Jr.	\$90.00	Rory Allen Wood, Jr.	\$45.00	Rory Allen Wood, Jr.	\$45.00
Rory Allen Wood, Jr.	\$45.00	Harold T. Hill	\$45.00	Harold T. Hill	\$45.00
Howard B. Hill	\$45.00	Hill Brothers Farms, Inc.	\$45.00	Melvin C. Hill	\$45.00

Refunds: Ad Valorem Tax

Dan Keith Whitley	\$132.56	Mary Jones Hardy	\$30.78		
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D. Public Hearing – Economic Incentives, Precision

Chairman Heath opened the public hearing and introduced Mr. Mark Pope from the Global Transpark Economic Development Region. Mr. Pope gave any overview of the economic incentives being considered. Chairman Heath for any public input/questions. None were received and the Chairman closed the public hearing and thanked Mr. Pope for the presentation. Chairman Heath then called for a motion to approve the Economic Development Agreement for Precision Graphics.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve the agreement.

E. Closed Session – Personnel and Attorney Client Privilege

Motion/Second In: Commissioner Jones/Commissioner Shackleford, the Board voted unanimously to approve going into Closed Session.

Motion/Second Out: Commissioner Blizzard/Commissioner Jones, the Board voted unanimously to approve coming out of Closed Session.

F. Public Comments

None

G. Presentation – Brock Kearney – Update on the Paramedic Transition Plan

Mr. Kearney stated they have met with the State Office of Emergency Management and they were impressed with the progress and Mr. Kearney stated their certification is on track. Supplies have been ordered and are starting to come in and they hope to have equipment for paramedics installed after the first of the year. Commissioner Blizzard asked if they have a Go Live date set and Mr. Kearney stated it is set for February 1, 2022. He noted that the staff is excited as well as the public is excited also. Commissioner Blizzard asked for another update 2 months after they go live.

H. County Manager Report

1. Mr. DeHaven presented a Resolution for the 2022 Greene County Board of Commissioners Regular Meeting Schedule. He stated this schedule follows the same meeting time format as the current year. Previously, this Resolution was considered and concerns surrounding the attorney's availability due to various Court Schedules. He noted that this is going to happen on occasion but he also noted that Judge Heath stated recently in a meeting with him that sharing of the attorney will be taken into consideration moving forward. Commissioner Burress stated he is willing to consider morning meetings if they could be kept to administrative issues and if we could put public hearings and such on the evening meetings.

On motion by Commissioner Jones and second by Commissioner Shackleford to accept the 2022 Regular Meeting Schedule as is, the Board voted four to one (Commissioner Blizzard voted nay) to accept the meeting schedule as is.

2. Mr. DeHaven next presented Custodial Maintenance Proposals along with the RFP's as requested. He noted that Crystal Clean sent the RFP and it is same as the quote. Drake Janitorial

did not do the RFP and withdrew their quote. Red Coats submitted the RFP as requested. Commissioner Burress asked what will we do with the current cleaning staff. Can we place them in other jobs within the county? Mr. DeHaven stated they can apply for other county positions and they can apply with the company we hire as well. Commissioner Blizzard asked that floor care be worked into the contract.

On motion by Commissioner Jones and seconded by Commissioner Shackleford to award the contract to Red Coats, the Board voted unanimously to approve the awarding of the contract to Red Coats.

3. Mr. DeHaven next presented a Grant Project Budget Ordinance Amendment. The budget amendment is needed for the ARP project fund now that Premium Pay has been distributed to employees as was directed by majority vote.

On motion by Commissioner Jones and seconded by Commissioner Blizzard the Board voted unanimously to approve the Budget Amendment.

I. County Attorney Report

No comment.

J. Commissioner's Report and Recommendations

Chairman Heath went over the county COVID numbers for the past week, we have seen a big jump in new COVID cases with the majority of them in a congregate setting. Commissioner Burress announced that a former Finance Officer/Interim County Manager Mrs. Debbie Gay had passed away and asked all to keep her family in our prayers. He also thanked local fire departments that sent resources and personnel to the fire at the QVC Distribution Center in Rocky Mount. He thanked the Snow Hill Police Department for making six children's Christmas bright and merry this year with their "Shop with a Cop" program. He noted he was seeing as many Christmas decorations as there have been during the previous years, but he has been impressed with those that he has seen. He also noted that a movie is being filmed in Greene County. Trameeca Sanders of Lot 34 Films is producing a movie titled "A Holly Jolly Christmas" at the Lindell House just outside Stantonburg. He announced that on December 21st, a group of local businesses including Manning Buildings, Ole Time Smokehouse and SLS Customs will be giving back to the community. They are giving out a BBQ sandwich, chips and drink free of charge. The event took place at Manning Buildings at 674 Hwy 258 N at 11 a.m. He noted there have been six steering committees hosted by the NCACC since the last meeting. One committee was canceled and that meeting has been rescheduled for Tuesday, January 18, 2022 at 10 a.m. which is the same day as our second commissioners meeting in January. Each of these committees have discussed updates to broadband, so if you did not attend one of these meetings, he encourages you to view the meetings online so that we can begin to make plans to tackle our

own broadband issue. The links to the meetings and powerpoints can be found in your emails. He also noted there have been several complaints about hunters running dogs on private property. As the season comes to a close, he encouraged hunters to build relationships with landowners before next year's hunting season to aid in getting permission to retrieve wildlife or hunting dogs that may cross property lines. He also encouraged citizens to check the trash schedules before the holidays and make plans to have your trash taken off before the sites close. The schedules can be found on the county website under public works. Commissioner Blizzard asked that I work with Trey Cash to breakdown the meeting minutes online by the year and to make sure that approved attachments are with the minutes.

K. ADJOURN

On motion by Commissioner Blizzard and second by Commissioner Jones to adjourn the meeting, the Board voted unanimously to adjourn.

Bennie Heath, Chairman

Attest:

Kyle J. DeHaven, Clerk to the Board

Refunds: Ad Valorem Tax

DATE:	1/3/2022									
Taxpayer	Year	Acct.	Property	Assessed value	Assessed value to be refunded	Refund amount G01 / Fire Districts	Refund amount (sw)	Total refund	Reason	
Roy Wood Jr	2021	52589	0500459				\$45.00	\$45.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	0504062				\$90.00	\$90.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	0505096				\$45.00	\$45.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	0600127				\$45.00	\$45.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	0600480				\$45.00	\$45.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	600730				\$45.00	\$45.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	600848				\$45.00	\$45.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	623925				\$45.00	\$45.00	Private Hauler(by)whw	
Roy Wood Jr	2021	52589	600779				\$45.00	\$45.00	Private Hauler(by)whw	
Edmundson, Robert Allen	2021	10346	123363				\$45.00	\$45.00	Private Hauler(gf)(tfs)	
Danny Lee Miller	2021	23632	700336	\$ 558,372.00	\$ 225,000.00	\$ 2,168.10		\$2,168.10	Clerical keying error. Assessment of personal property should have been \$25,000 and \$250,000 was keyed. SCW	
Hardy, Michael W	2021	11505	304985				\$90.00	\$90.00	Private Hauler(gf)(tfs)	
Hardy, Michael W	2021	11505	36414				\$45.00	\$45.00	Private Hauler(gf)(tfs)	
Clay Ridge Farms, Inc.	2021	42237	2661539				\$45.00	\$45.00	Private Hauler(gf)(tfs)	
Sutton, Eva W. Heirs	2021	6578	303407				\$45.00	\$45.00	Private Hauler(gf)(tfs)	
Sutton, Eva W. Heirs	2021	6578	324003				\$45.00	\$45.00	Private Hauler(gf)(tfs)	
Hardy, Michael W	2021	2860	307538				\$45.00	\$45.00	Private Hauler(gf)(tfs)	
Acevedo, Juan Antonio	2017	56228	2661784	\$ 6,430.00	\$ 6,430.00	\$ 62.04		\$62.04	Mobile home was double taxed on 2661784 and 2661819. Acevedo is not the correct owner. SCW	
Acevedo, Juan Antonio	2018	56228	2661784	\$ 6,020.00	\$ 6,020.00	\$ 58.67		\$58.67	Mobile home was double taxed on 2661784 and 2661819. Acevedo is not the correct owner. SCW	
Acevedo, Juan Antonio	2019	56228	2661784	\$ 5,650.00	\$ 5,650.00	\$ 55.07		\$55.07	Mobile home was double taxed on 2661784 and 2661819. Acevedo is not the correct owner. SCW	

	Date: 1/3/2022		Page 2 of 2						
Acevedo, Juan Antonio	2020	56228	2661784	\$ 5,280.00	\$ 5,280.00	\$ 51.46		\$51.46	Mobile home was double taxed on 2661784 and 2661819. Acevedo is not the correct owner. SCW

C3

Stephanie C. Wiggins
Tax Administrator



229 Kingold Blvd
P.O. Box 482
Snow Hill, NC 28580

Phone 252-747-3615
Fax 252-747-5067

To: Mr. Kyle DeHaven, Greene County Manager
Greene County Board of Commissioners

From: Stephanie C. Wiggins, Greene County Tax Administrator

Date: January 3, 2022

Re: Tax Office Issues

Consideration of Late Applications for Elderly/Disabled Exclusion, Disabled Veteran, and Present Use Value

The assessor has no authority to approve a late application for the Elderly or Disabled Exclusion, Disabled Veteran Exclusion, or Present Use Value Deferment. However, GS 105-282.1(a1) states "upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the date of the listing period may be approved by the Board of Commissioners". If approved, the application is for the current year and is not retroactive. Due to information on the application being confidential, a copy of the application is not attached.

Attached are letters from taxpayers requesting your consideration of their late applications. The applicants and parcels meet the eligibility requirements. Consideration of these late applications would be appreciated and is recommended since the Board has previously considered other late applications.

Elderly/Disabled Exclusion:
Hazel Braswell – Parcel 0800110

Disabled Veteran Exclusion:
Charles E. Harris – Parcel 0405086

Present Use Value:
Mary Anne Dawson – Parcels 0400696 and 0424680
Mary Alice Ham – Parcel 0324747
Donald A. Stocks – Parcel 0303030
Danny Lee Miller – Parcels 0800418 and 0800419
Bradley & Melissa Eakes – Parcels 0600113 and 0600572

RECEIVED

DEC 15 2021

GREENE COUNTY
TAX DEPARTMENT

TO: Greene County Board of Commissioners

FROM: Hazel Braswell

DATE: December 15, 2021

RE: Request for acceptance of late application for property tax relief
for the 2021 tax year on tax property 0800110.

Please accept my late application for property tax relief. My reason for filing untimely is; I was not aware that I would be eligible for the Elderly or Disabled Exclusion, until I talked with the tax office today.

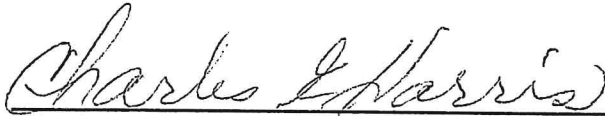
Thank you,


Hazel Braswell

TO: Greene County Board of Commissioners
FROM: Charles E Harris
DATE: 12/28/2021
RE: Request for acceptance of late application for property tax relief
for the 2021 tax year on tax property 0405086.

Please accept my late application for property tax relief. My reason for filing untimely is, I was not aware that I would be eligible for the elderly/disabled exclusion until I talked with the tax office this month.

Thank you,

A handwritten signature in cursive script that reads "Charles E Harris". The signature is written in dark ink and is positioned above a horizontal line.

Charles E Harris

My reason for filing untimely is

I did not find out until the spring of 2021 that Greene County had assessed a portion of my farm property. I had no idea that property I inherited in Greene County was not on record as agricultural property. The property has been in my family for decades and has not been using for anything other than farming.

When I received my tax bill from Lenoir County, I contacted Darrell Parrish as I was billed for the same parcels in both Lenoir and Greene counties. He handled the adjustment to my bill.

I then looked back at the Greene County bill and questioned the amount by calling the Greene County office on December 1. That is when I found out about the "Present Use" forms.

I am requesting that you consider my late application for present use value on parcels 0400696 and 042680.

② D424680

Mary Anne Dawson

12/16/2021

REC'D 12/9/2021
TEB

TO: Greene County Board of Commissioners
FROM: Mary Alice Ham
DATE: 12-9-, 2021
RE: Request for acceptance of late present use value application on tax parcel
0324747

Please accept this request for acceptance of my late application for present use value. My reason for filing untimely is

I have been in & out of hospital
since the summer. Had overlooked letter

Mary Alice Ham
Mary Alice Ham

12-9-21
Date

Stephanie Wiggins
Tax Administrator

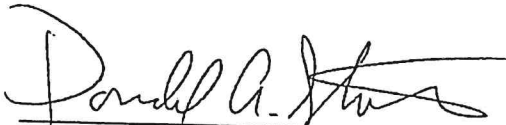


229 Kingold Blvd.
P.O. Box 482
Snow Hill, NC 28580
(252) 747-3615

TO: Greene County Board of Commissioners
FROM: Donald A Stocks
DATE: 11/24, 2021
RE: Request for acceptance of late present use value application on Parcel
0303030

Please accept my request for acceptance of my late application for present use value on the above referenced parcel. My reason for filing untimely is

Bert Dixon was in the process of getting the information
completed prior to his accident. I did not want to
burden the sons too soon with this so waited until some
time passed to have them complete forms for me.


Donald A Stocks

11/24/21
Date

RECEIVED

DEC 22 2021

GREENE COUNTY
TAX DEPARTMENT

Completed application
received 12/22/21.

SWiggins

TO: Greene County Board of Commissioners
FROM: Danny Lee Miller
DATE: 12/22/2021
RE: Request for acceptance of late present use value application on tax parcels
0800418 & 0800419 and release of deferred taxes

Please accept this request for acceptance of my late application for present use value. My
reason for filing untimely is

Letter was misplaced.

Danny Lee Miller
Danny Lee Miller

12-22-21
Date

Stephanie C. Wiggins
Tax Administrator



GREENE COUNTY
A Place To Grow. The Way To Live.

229 Kingold Blvd
P.O. Box 482
Snow Hill, NC 28580
Phone 252-747-3615

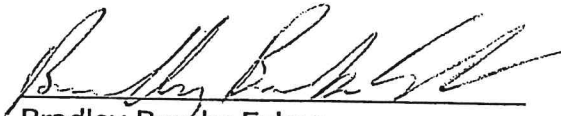
TO: Greene County Board of Commissioners

FROM: Bradley Brookes Eakes & Melissa Beddard Eakes

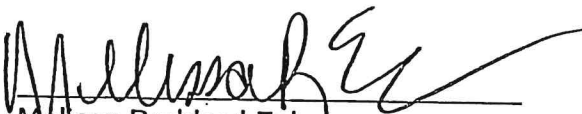
DATE: August 13, 2021

RE: Request for acceptance of late present use value application on tax parcels 0600113 & 0600572.

Please accept my request for acceptance of my late application for present use value on the above referenced parcel. My reason for filing untimely is We kept calling and checking GIS and it hadn't been updated with ownership. We were unaware of the 60 day deadline, as nothing was mailed to us or communicated.


Bradley Brooks Eakes

8/13/21
Date


Melissa Beddard Eakes

8/13/21
Date

Contract for forestry
management plan was
signed on 12/28/2021.
SWiggins

Commissioners
Bennie Heath - Chairman
James T. Shackleford-Vice Chair
Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Mike Barnette, HMGP 4285

Date: January 3, 2022

Mr. Mike Barnette, of McDavid and Associates, will present an update on the HMGP 4285. He will be available for questions at this time.

Action Recommended:

Informational

No Action at this time

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Commissioners
Bennie Heath - Chairman
James T. Shackleford-Vice Chair
Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Community Services Block Grant Application; Greene Lamp

Date: January 3, 2022

Attached is a copy of the 2022-23 Community Services Block Grant. This annual grant application strives to assist and empower low-income family to overcome barriers and gain employment or better employment and to become self-sufficient. This grant will serve 150 total clients in the grant period of July 1, 2022, through June 30, 2023.

Action Recommended:

Motion to Approve the CSBG Application as presented

Board Action is Needed

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www.greenecountync.gov

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Administrative Office
309 Summit Avenue
Kinston, NC 28501



Tel (252)523-7770
Fax (252) 523-7733

Good morning,

We are sending copies of the CSBG Grant 2022-2023 for the County Commissioners and for a copy to be added as an agenda item on the County Commissioners first meeting scheduled in January, 2022. Also please complete the Documentation of Submission to County Commissioners form and email it to mlovick@greenelamp.org or call 252-933-9240 to have it picked up.

Respectfully,

Mary Lovick,
Greene Lamp
CSBG Senior Program Director
309 Summit Ave.
Kinston, NC 28501
252-523-7770 ext. 119
mlovick@greenelamp.org

Contentnea Head Start
Tel (252) 208-1651
Fax (252) 208-1650
LaGrange (252)566-2382
Fax (252) 566-2382

Snow Hill Office
Tel (252) 747-8146
Fax (252) 747-4339
Highland (252) 527-5252
Fax (252) 527-7339

Marvin B Spence Head Start
(252) 522-0322
Fax (252) 522-0322
South Greene I (252) 747-3619
South Greene II & III (252) 747-2732

**Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: Greene Lamp Community Action

County Greene

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **January 14, 2022**.

Clerk to the Board should initial all items below.

_____ The agency submitted a complete grant application for Commissioner review.

_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

_____ Commissioners' comments provided those to the agency. (If applicable)

Clerk to the Board

Date

Notary

Date

**Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: Greene Lamp Community Action

County Greene

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **January 14, 2022**.

Clerk to the Board should initial all items below.

_____ The agency submitted a complete grant application for Commissioner review.

_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

_____ Commissioners' comments provided those to the agency. (If applicable)

Clerk to the Board

Date

Notary

Date

North Carolina Department of Health and Human Services

Division of Social Services

OFFICE of ECONOMIC OPPORTUNITY

Community Services Block Grant Program

Fiscal Year 2022-23 Application for Funding

Project Period July 1, 2022– June 30, 2023

Application Due Date: January 14, 2022

Agency Information			
Agency:	Greene Lamp		
Agency:			
Federal I.D.	56-0657923		
DUNS Number:	040035438		
Administrative Office Address:	309 Summit Ave, Kinston, NC 28501		
Mailing Address (include the 4-digit zip code extension):	309 Summit Ave, Kinston, NC 28501-3957		
Telephone Number:	252-523-7770		
Fax Number:	252-523-7868		
Proposed Funding:	CSBG: \$946,983	Additional Resources: \$	Agency Total Budget: \$946,983
Application Period:		Beginning: July 1, 2022	Ending: June 30, 2023
Board Chairperson:	Linda Rouse Sutton		
Board Chairperson's Address: (where communications should be sent)	1028 Woodington Road, Kinston, NC 26804		
Board Chairperson's Term of Office (enter beginning and end dates):	2018-2021		
Executive Director:	Angela Bates		
Executive Director Email Address:	abates@greenelamp.org		
Agency Fiscal Officer:	Joseph Maganga		
Fiscal Officer Email Address:	jmaganga@greenelamp.org		
CSBG Program Director:	Mary Lovick		
CSBG Program Director Email Address:	mlovick@greenelamp.org		
Counties Served with CSBG funds:	Beaufort, Greene, Lenoir, and Pitt Counties		
Agency Operational Fiscal Year:	July 1, 2022 – June 30, 2023		

North Carolina Department of Health and Human Services
Office of Economic Opportunity –

**Community Services Block Grant Program
Fiscal Year 2022-23 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification				
1. Project Name:	Self-Sufficiency			
2. Mission Statement:	To assist and empower low-income families to overcome barriers and gain employment or better employment to become self-sufficient.			
4. Objective Statement:	To provide comprehensive case management services for 150 low-income Individuals and families in order that they will become more self-sufficient by June 30, 2023.			
5. Project Period:	July 1, 2022 to June 30, 2023			
6. CSBG Funds Requested for this Project:	July 1, 2022	To	June 30, 2023	\$946,983
7. Total Number Expected to Be Served:	150			
a. Expected Number of New Clients	125			
b. Expected Number of Carryover Clients	25			

**One-Year Work Program
OEO Form 212 (continued)**

Section II: One-Year CSBG Program Objective and Activities

Identified Problem	Service or Activity	Outcome Expected	NPIs (List all NPIs applicable to activity)	Position Title(s)
1. Employment: Individuals/families lack education, skills and training to obtain employment	Assess 125 participants to see if they are unemployed, underemployed, seeking full-time employment, better employment and/or seeking a job with medical benefits. Supportive services may be provided listed below: • Assistance with resume, employment applications and interviewing techniques • Career Readiness (CRC) testing fees • Uniforms and shoes for work • Gas card, transit tickets and taxi • Child Care (limited amount) • Refer children under five to Head Start/Early Head Start, Smart Start and DSS Day Care Programs • Refer school-aged children to Boy & Girls Club, Salvation Army, other programs in area and DSS Program for before	12 Individuals/families will obtain fulltime employment 6 Individuals/families who are employed will obtain better employment 12 Individuals/families will receive employment support	1.1 2.1 6.2	Case Managers II, III & Program Specialist IV

(Employment continued)	- and after school care • Telephone installation service and bill (limited) • Referral to NC Career Centers for employment search, Vocation Rehab, WIOA for youth, Adult and Dislocated worker services • Car Repairs • Car down payment • Car insurance • Refer to other human services agencies in the service delivery area when deemed necessary.			
2 Education: • Individuals/families lack Education/Training	Assess 12 individual with developing and setting educational goals, completing college applications, enrollment forms, FAFSA and other financial aid forms. Supportive services may be provided in the list below: • Tuition and books for short/long term classes • Testing fees for certifications and license	12 Individuals/families will complete education/ training programs 12 Individuals/families will be provided with educational supports	1.2 2.1	Case Managers II, III & Program Specialist IV
(Education Continued)	• Training program fees • Uniforms, medical equipment, medical fees • Tutor fees • Gas voucher to			

	travel to and from school/clinical, daycare Non-graduates will be referred to the local community colleges for GED/High School Diploma, basic skills, and remedial education			
3 Health Care: Individuals/families lack Health Care	Assist 12 participants with Health Care Services - Refer participants to the local community health center for affordable health care - Set an appointment to meet the outreach/enrollment specialist to register for healthcare insurance under the Affordable Care Act - Assist with online applications - Purchase medicine and other health care aids	6 Individuals/families will obtain jobs with medical benefits	1.2	Case Managers II, III & Program Specialist IV
4 Housing: Individual/families lack finances to maintain housing	Assist 25 participants with housing needs: - Rent, mortgage, utility deposits - Apply for Section housing and Public Housing - Refer to the Weatherization - Provide printed	10 Individuals/ families will secure and maintain standard housing	2.1	Case Managers II, III & Program Specialist IV

	materials and online sources concerning how to lower utility bills, conserve energy in homes.			
(Housing Continued)	• Apply for the LIHEAP (Low income home energy assistance program) • Assist with Home Furnishings and other household items • Assist with heating and air condition repairs. • Purchase propane gas and bulk gas. • Assist with heater and air condition units			
5. Emergency Assistance: • Individuals/families lack enough income to maintain basic needs	Assist 50 Participants with emergency assistance in the form of food, clothing, rent, rent deposit, mortgage payment, electric bill, gas bill, home furnishing, medication, doctor bill and other health related needs	50 Individuals/ families will be provided with emergency assistance	1.1	Case Managers II, III & Program Specialist IV
6 Financial Literacy: • Individual/families lack skills to manage their finances	Assist 125 Participants with creating a budget, provide printed materials, and online webinars to increase knowledge about money, finance and banking	125 Individuals/ families will be provided tools on financial literacy	1.3	Case Manager II, III & Program Specialist IV
7. Senior Emergency Assistance: • Individual/families lack enough money to maintain basic needs	Assist 50 Seniors ages 55 and up with emergency assistance needs	50 Seniors will be assisted with food, utility bill, rent, rent deposit, health related needs, home furnishing, and gas	6.2	Case Managers II, III & Program Specialist IV

		for heating and cooking		
8. Number of homeless placed in shelter.	Assist 12 participants with rent, rent deposits, hotel stay (limited) food, furniture, clothing, utilities, utilities deposits and household supplies, etc.	12 participants with rent, rent deposits, food, furniture, clothing, utilities, utilities deposits and household supplies, etc.	2.1	Case Managers II, III & Program Specialist IV

**One-Year Work Program
OEO Form 212 (continued)**

Section III: Program Administration and Operations					
Administration, Services, Operations Outcome Expected	Position Title(s)	Implementation Schedule			
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
1. Recruitment/Outreach - Inform the public about the CSBG by advertising in local newspapers, agency website newsletter and Facebook page - Distribute brochures and flyers around low-income communities - Collaborate with other human service agencies within the agency and outside for referrals - Participate in community Fairs and community events	Case Managers II, III Program Assistants III Data Manager Program Specialist IV CSBG Senior Program Director	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/30/2023	04/01/2023 06/30/2023
2. Determine Eligibility - Applicant must be 18 years and older - Reside in Greene, Lenoir, Beaufort or Pitt County - Use the NC HHS poverty income guidelines as published in the Federal Register to determine eligibility	Case Managers II, III Program Assistant III Data Manager Program Specialist IV	07/01/2022 09/30/2022 (35)	10/01/2022 12/31/2022 (35)	01/01/2023 03/30/2023 (35)	04/01/2023 06/30/2023 (20)

3. Intake/Assessment Assess 125 applications and provide intake to ensure that services are provided to applicants who have been determined and verified as being eligible Use the Accountable Results for Community Action (AR4CA) computerized case management system	Case Managers II, III Program Assistant III Data Manager Program Specialist IV	07/01/2022 09/30/2022 (35)	10/01/2022 12/31/2022 (35)	01/01/2023 03/30/2023 (35)	04/01/2023 06/30/2023 (20)
4. Orientation 125 participants will be provided orientation over the phone or virtual. - Each participant will receive a CSBG policy and procedure manual outlining requirements and expectations while participating in the program	Case Managers II, III Program Specialist IV	07/01/2022 09/30/2022 (35)	10/01/2022 12/31/2022 (35)	01/01/2023 03/30/2023 (35)	04/01/2023 06/30/2023 (20)
5. Case Management - Assist 125 participants in developing realistic goals immediate, short or long term - Add activities and steps to achieving defined goals and	Case Managers II, III Program Specialist IV	07/01/2022 09/30/2022 (35)	10/01/2022 12/31/2022 (35)	01/01/2023 03/30/2023 (35)	04/01/2023 06/30/2023 (20)

time frames for completion					
6. NCCARE360 - Access the NCCARE 360 data base to retrieve individuals/families who have requested assistance - Assist participants by referring to the organizations in the network	Case Managers II, III Program Specialist IV	07/01/2022 09/30/2022 (35)	10/01/2022 12/31/2022 (35)	01/01/2023 03/30/2023 (35)	04/01/2023 06/30/2023 (20)
7. Follow-up - Follow- up with participants after they have found employment. - Track 30, 60, 90 days after employment - Document into the AR4CA system under the financial tab and put income documentation into participant file	Case Managers II, III Data Manager Program Specialist IV	07/01/2022 09/30/2022 (3)	10/01/2022 12/31/2022 (3)	01/01/2023 03/30/2023 (3)	04/01/2023 06/30/2023 (3)
8. Operations and Accountability - Monitor, evaluate & assess total project - Report on outcome measures	Case Managers II, III Data Manager Program Specialist IV	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/30/2023	04/01/2023 06/30/2023

- Collaborate with community organizations and others to obtain resources for Self-Sufficiency Project - Schedule and attend meetings with other community organizations that support low-income families	CSBG Senior Program Director Executive Director Board of Directors	07/01/2022 09/30/2022	10/01/2022 09/30/2022	01/01/2023 03/30/2033	04/01/2023 06/30/2023

**Community Services Block Grant Program
Fiscal Year 2022-23 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

9. Use the tables below to enter your agency's targeted outcome results. The performance measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to enter program targets in Table 1. Please refer to *Performance Measures and Outcomes Definitions* on page 7 of the Fiscal Year 2022-23 CSBG Application Instructions. If your agency operates more than one project, you will also need to complete Table 2 on the following page and also enter specific program targets. There should be one table of outcome measures per project.

Table 1 Outcome Measures for Project 1 (enter project name)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	150
The number of low-income participant families rising above the poverty level.	12
The number of participant families obtaining employment.	12
The number of participant families who are employed and obtain better employment.	6
The number of jobs with medical benefits obtained.	6
The number of participant families completing education/training programs	6
The number of participant families securing standard housing.	25
The number of participant families provided emergency assistance.	50
The number of participant families provided employment supports.	12
The number of participant families provided educational supports.	12
The number of homeless families placed in shelter	12
The average change in the annual income per participant family experiencing a change.	This measure does not require a target but must be reported.

10. For Community Action Agencies that serve multiple counties, provide a breakdown of the expected *number of persons served* in each designated county in the table below. Show the total number of persons served in the table.

[illegible]

F2

Commissioners
Bennie Heath - Chairman
James T. Shackleford-Vice Chair
Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: BA; DSS

Date: January 3, 2022

A BA is needed for the DSS department. A program was unbudgeted in the initial budget that had program funds remaining. This BA re-appropriates funds to that program to be used for the purpose of that program.

Action Recommended:

Motion to Approve the BA as submitted

Board Action is Needed

229 Kingold Blvd., Suite D • Snow Hill, NC 28580 • (252) 747-3446 • FAX (252) 747-3884
www.greenecountync.gov

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

12/28/21

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total		\$ -	Total		\$ -
BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
FUND BALANCE APPROPRIATED	11198-439800	\$ 4,859.00	REUNIFICATION EXPENSE	11521-541100	\$ 4,859.00
Total		\$ 4,859.00	Total		\$ 4,859.00
Explanation: TO APPROPRIATE REUNIFICATION FUNDS CARRYOVER FROM FY21					

Amade Smith

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