

# Macon County



**MACON COUNTY BOARD OF COMMISSIONERS  
FEBRUARY 11, 2025  
6 P.M.  
AGENDA**

1. Call to order and welcome by Chairman Young
2. Announcements
  - (A) A joint meeting between this Board, the Franklin Town Council, and the Highlands Board of Commissioners will be held on Thursday, February 13, 2025, at the Edwards Hall in the Laurel Room at Old Edwards Inn on Church Street in Highlands. Dinner for the Boards will be held at 6:00 pm. In the Hemlock Room. The purpose of this meeting will be to discuss issues of mutual interest. An agenda for this meeting has been posted on our website and distributed through the normal media and email outlets.
3. Moment of Silence
4. Pledge of Allegiance
5. Public Hearing(s) – None
6. Additions to agenda
7. Public Comment Period
8. Adjustments to and approval of the agenda
9. Reports/Presentations
  - (A) Fiscal Year 2025-26 Budget Kick Off - Interim County Manager Warren Cabe and Finance Director Lori Carpenter
10. Old Business
  - (A) Update of the Franklin High School Project – Project Manager Jack Morgan and representatives from Carroll Daniel Construction

- (B) Update on Macon County Library Project – Mr. Morgan
- (C) Consideration of Surplus Property Offer for Property Located at 651 East Main Street – Attorney Eric Ridenour

11. New Business

- (A) Approval of Macon County’s TANF Electing County Plan for Federal Fiscal Year 2026-2028 – Department of Social Services Director, Patrick Betancourt
- (B) Schedule Interviews for the Permanent County Manager Position – Human Resources Director, Tammy Keezer

12. Consent Agenda – Attachment #12

All items below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners.

- (A) Minutes of the January 14, 2025, Regular Meeting, and the January 16, 2025, Continued Session
- (B) Budget Amendments #187-195
- (C) Approval of Cullasaja Gorge Volunteer Fire Department Request for Letter for Municipal Lease and Option Agreement for an Apparatus
- (D) Approval of Surplus of Service Weapon for Scott Nelson
- (E) Tax releases for the month of January 2025 in the amount of \$12,110.30
- (F) Monthly ad valorem tax collection report – no action necessary

13. Appointments

- (A) Board of Health – (6 seats)

14. Closed session as allowed under NCGS 143-318.11

15. Adjourn/Recess

**MACON COUNTY BOARD OF COMMISSIONERS**

**AGENDA ITEM**

**CATEGORY – REPORTS/PRESENTATIONS**

**MEETING DATE: FEBRUARY 11, 2025**

9A. Mr. Cabe and Ms. Carpenter will present the mid-year budget report and discuss Board priorities for the upcoming fiscal year.

# MACON COUNTY BOARD OF COMMISSIONERS

## AGENDA ITEM

### **CATEGORY – OLD BUSINESS**

#### **MEETING DATE: FEBRUARY 11, 2025**

10(A). Representatives from Carroll Daniel Construction will be present to provide an update on the Franklin High School project. Project Manager Jack Morgan has asked Carroll Daniel to provide an update to the Board every other month until the project is complete.

10(B). Mr. Morgan will provide an update on the repair of the porte-cochère at the Macon County Public Library.

10(C). An Offer to Purchase Agreement and deposit have been received to purchase the property located at 651 East Main Street, Franklin, NC. Action is needed to accept this offer and enter into the upset bid period. Attorney Ridenour can provide more information about the offer and the upset bid process at the meeting.



STATE OF NORTH CAROLINA  
COUNTY OF MACON

**RESOLUTION AUTHORIZING UPSET BID PROCESS**  
**For Macon County Surplus property**  
**Located at 651 E. Main St. Franklin, NC**  
**PIN 6595413500**

**WHEREAS**, North Carolina General Statute §160A-269 permits the County of Macon to sell property by advertisement and upset bids after receipt of an offer for property has been made; and

**WHEREAS**, the County has received an Offer to Purchase the property described below in the amount of \$101,900.

BEING that 0.37 +/- acre tract of real property with a physical address of 651 E. Main St. Franklin, NC 28734, bearing PIN# 6595413500 and more particularly described in Book Z-41, Page 1155 and more particularly depicted in Plat Cabinet 5, Slide 12100 of the Macon County Registry.

The purchase shall be subject to a 15' Greenway Easement reserved by the County. Said 15' walking easement is reduced from the original "Proposed 30' Greenway Walking Easement" as shown on Plat Card 12100.

THE BOARD OF COMMISSIONERS OF MACON COUNTY, NORTH CAROLINA  
RESOLVES THAT:

1. The Board of Commissioners authorizes sale of the Property pursuant to the upset bid procedure set forth in North Carolina General Statute §160A-269.
2. The Clerk to the Board shall cause a notice of the proposed sale to be published. The notice shall describe the Property, the amount of the offer, and shall state the terms under which the offer may be upset.
3. Persons wishing to upset the offer shall submit a qualifying increased bid to the office of the Clerk to the Board within ten (10) days after the notice of sale is published.
4. If a qualifying increased bid is received, the Clerk to the Board shall cause a new notice of upset bid to be published, and shall continue to do so until the 10 day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the County Board of Commissioners.

5. A qualifying increased bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.
6. A qualifying increased bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made to the Clerk to the Board by cashier's check, certified check, or other immediately available funds. The County will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The County will return, or credit the deposit of the final high bidder at closing.
7. The procedure set out herein shall be repeated until no further qualifying upset bids are received, at which time the Board of County Commissioners may accept the offer and sell the property to the highest bidder. The Board of County Commissioners may at any time reject any and all offers and/or withdraw the property from sale prior to the approval of the final high offer.
8. The buyer must pay with cash, or other good funds, at the time of closing, if and when the final high offer is approved by the Macon County Board of Commissioners.
9. The appropriate County officials are authorized to execute the instruments necessary to convey the Property to the highest bidder if and when the County Board of Commissioners approves the offer from the final high bidder.

Adopted this 11<sup>th</sup> day of February, 2025.

MACON COUNTY, NORTH CAROLINA

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Josh Young, Chairman of the Macon County Board of Commissioners

ATTEST:

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Warren Cabe, Ex-Officio Clerk to the Board  
(SEAL)

# MACON COUNTY BOARD OF COMMISSIONERS

## AGENDA ITEM

### CATEGORY – NEW BUSINESS

**MEETING DATE: FEBRUARY 11, 2025**

11(A). Mr. Betancourt has provided a DRAFT of Proposed Plan for Approval, included in your packet, and is making a strong recommendation for Board approval as this plan brings an additional \$186,000 into the budget each year as long as the General Assembly approves the funding for an already mandated service. Please note that because of the abbreviated approval timeframe imposed by DHHS, the document will be proofed and edited up until next Tuesday for any minor errors, grammar, etc. but not in overall content. Macon County has received these funds each year since the mid-1990s.

Suggested motion: “to approve the Macon County TANF Electing County Plan for Federal Fiscal Years 2026-2028 as presented.”

11(B). As per the Board’s request, Ms. Keezer will suggest dates for interviews for the permanent County Manager position. Approval is needed for the dates, times, and scheduling of a closed session under NCGS 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.



**MACON COUNTY DEPT. OF SOCIAL SERVICES**

**TEMPORARY ASSISTANCE TO NEEDY FAMILIES  
ELECTING COUNTY PLAN**

**FEDERAL FISCAL YEARS  
2026-2029**

**[R. Patrick Betancourt](#), Director  
[Amy Mason](#), Income Maintenance Supervisor  
1832 Lakeside Drive  
Franklin, North Carolina 28734  
828-349-2124 office | 828-349-2401 fax**

## STATEMENT ON PRINCIPLES OF PARTNERSHIP | CIVIL RIGHTS ACT

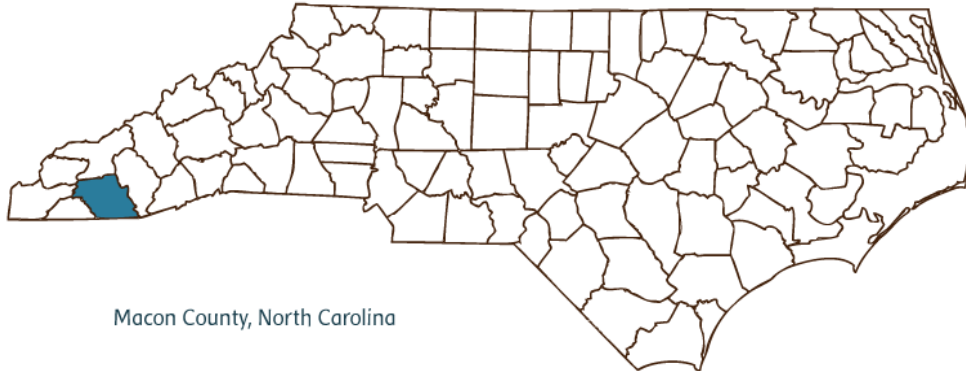
Macon County Dept. of Social Services prides itself on a strong adherence to its mission of promoting, protecting, and strengthening all of the families we serve through intentional and diligent application of the six principles of Family Centered Practice and Systems of Care approach in every encounter. This approach is modeled by agency leadership and reinforced throughout the organizational structure. Customers, stakeholders, and staff of the agency are treated with respect; given a chance to be heard; recognized for their strengths; exist free from prejudicial judgments; contribute to a greater partnership; and are considered equal partners in all processes. It is this agency's committed belief that this approach is crucial in leading to longer-term employment and shorter-term Work First dependence. While this agency realizes each family has different strengths and needs, our applicants/recipients (A/R) are encouraged to work diligently within their abilities and according to their specific needs and are held accountable in co-authoring their own future success.

Macon County complies with both the Americans with Disabilities Act (ADA) and the Americans with Disabilities Act Amendments Act of 2008 (ADAAA). Title VI of the Civil Rights Act of 1964 compliance in overcoming more than 350 language barriers for public assistance and social service customers is met 24/7/365 through an agency contract with [Lingüística Internacional](#). The agency also employs two full-time staff in its front reception and general intake areas to meet the interpretation and translation needs of Macon County's Hispanic or Latino population. One staff member's primary language is English with Spanish as a secondary language while the other's primary language is Spanish with English as a secondary. Duties and responsibilities of these two specific staff members are delegated so that they may also accompany field based agency staff as needed. The agency also maintains equipment to help meet the needs of our deaf and hard-of-hearing customers.

Agency employees are equally protected from discrimination under a strict adherence to Title VII of the Civil Rights Act of 1964 with annual training dedicated to reminding staff of maintaining a professional and respectful atmosphere.

## I. COUNTY CONDITIONS

Macon County, founded in 1828 and named for [Nathaniel Macon](#), is located in the far west mountains of North Carolina nestled in the cradle of the Nantahala, Chattahoochee-Oconee, and Sumter National Forests. With the [Franklin](#) as its County Seat, Macon County is home to the headwaters of the Nantahala River and, at mile marker 110, is one of the first major stops along the 2,190-mile [Appalachian Trail](#) for northbound hikers. Macon County is a hub of bountiful outdoor activities and one of the most scenic areas within the Smoky Mountains.

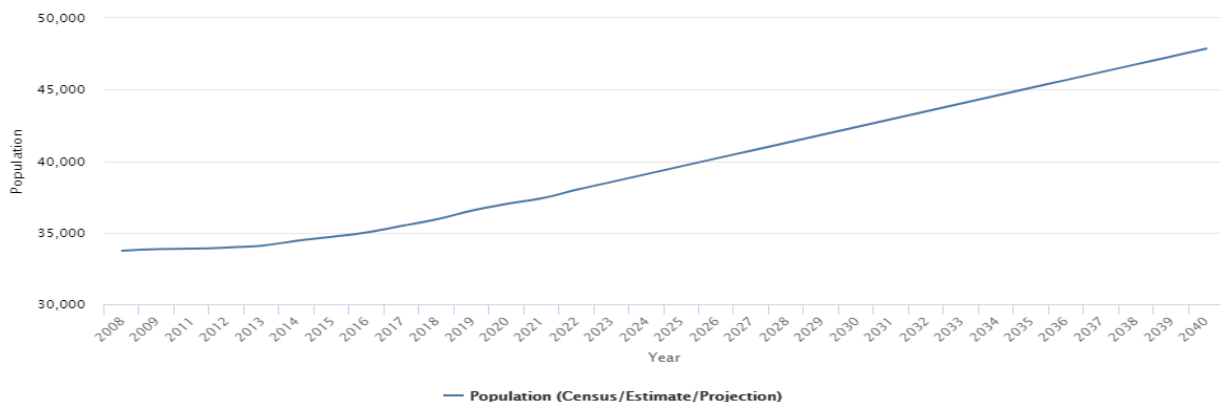


Macon County, North Carolina

The county is within easy driving distances to several major metropolitan areas including: Atlanta, GA at 127 miles to the south; Knoxville, TN at 112 miles to the north; Greenville, SC at 90 miles to the southeast and Asheville, NC at 60 miles to the east. It is often remarked that Macon County is closer to four other state capitals than she is to her own. Montgomery, AL at 290 miles; Nashville, TN at 271 miles; Columbia, SC at 215 miles; and Atlanta, GA at 130 miles are all a shorter distance than Raleigh at 312 miles. In addition to the County Seat of Franklin, Macon only has one other incorporated town (Highlands) with eleven townships throughout.

U.S. Census QuickFacts places the total county population at 38,412 as of July 1, 2023. Macon County's population experiences "surges" during the spring, summer, and early fall months due to the seasonal part-time residents and visitors in the area but remains one of the overall fastest growing counties in North Carolina with a growth trend that increases the current population by nearly 30% in less than 20 years.

### Population Trend

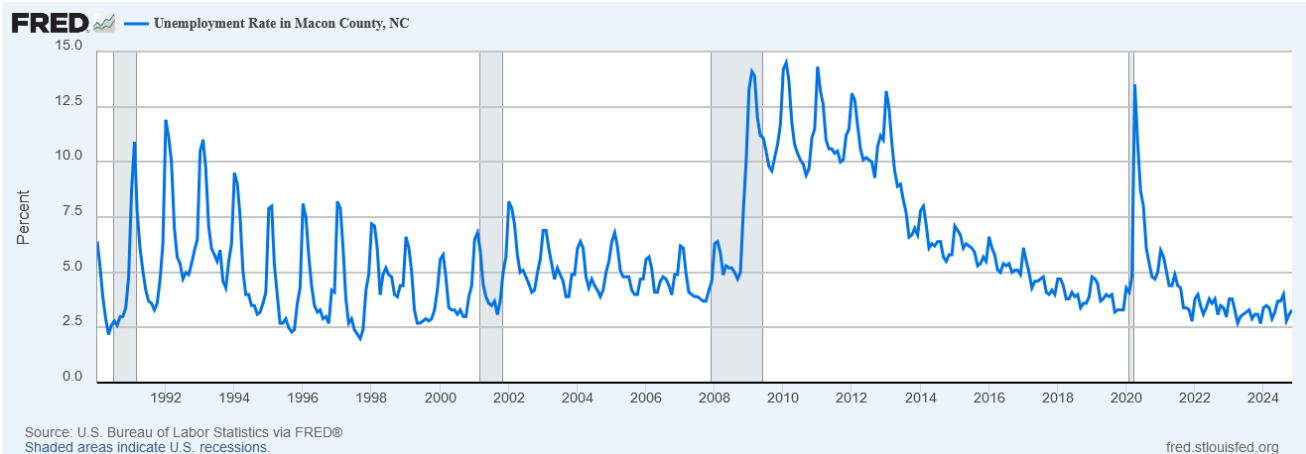


<https://www.census.gov/quickfacts>

Educationally, there are three public high schools, an advanced high school placement option through Macon Early College, a local satellite campus of one of the state's community colleges ([Southwestern Community College](#)) and an easy 25-mile drive to one of only three [NC Promise](#) tuition-free University of North Carolina campuses (Western Carolina University). However, highlighting the geographical challenges of delivering

education in this rural, mountainous community, Macon County is also home to two of North Carolina's only three combined K-12 public schools (Nantahala and Highlands).

The picturesque mountain setting of Macon County has made outdoor recreation and tourism its central industries. During November 2024, Macon County's seasonally unadjusted unemployment rate fell from to a low 3.3% from a COVID high of 13.5% in April 2020.



<https://fred.stlouisfed.org/1>

Macon County's nearly ten-point decline from 2020 to 2024, which trends with the state's overall decrease during the same timeframe, occurred primarily as a result of the ending of the COVID-19 Pandemic. The county's increasing population and the high number of construction and trade jobs in Macon County has aided in this return to a lower unemployment rate. During COVID, as families left urban centers where social distancing was more difficult to maintain and moved rural settings like Macon County, the larger-than-normal population influx fueled its already heavy reliance on construction and trade skills jobs to build, maintain, and refurbish Macon County's lagging housing market.

## II. PLANNING PROCESS

### A. Planning Committee

With sincere appreciation for dedication of their time and talent to the citizens of Macon County, the Dept. of Social Services wishes to extend our thanks to the following individuals and organizations that assisted in the development and implementation of this plan:

#### **Macon County Board of County Commissioners**

Mr. Joshua Young, Chairman

Mr. Gary Shields, Vice Chairman

Mr. Danny Antoine, Commissioner Liaison to the Dept. of Social Services

Mr. Barry Breeden

Mr. John Shearl

Mr. Warren Cabe, Interim County Manager

#### **Macon County Social Services Board**

Ms. Anne Hyder, Chairman

Ms. Cara Smith  
Mr. Michael Willimas

**NC General Assembly Members Representing Macon County**

Honorable Kevin Corbin, Senator  
Honorable Karl E. Gillespie, Representative

**Welfare Reform Board Committee**

Ms. Karen Roberts, Former TANF Consumer  
Ms. Shelly Foreman, Community Relations Regional Director - Vaya Health  
Mr. Chuck Sutton, Executive Director - Macon Program for Progress  
Ms. Meghan Cribbs, Community Services Director - Macon Program for Progress  
Ms. Stephanie Campbell, Director – Covenant Child Care  
Mr. Tim Hogsed, Executive Director - Macon County Care Network  
Ms. Paula Alter, Career Center Manager - Macon County NCWorks Career Center  
Ms. Darlene Asher, Assistant Director - Macon County Transit  
Ms. Sheila Conley, Income Maintenance Supervisor - Dept. of Social Services  
Ms. Jennifer Alexander, Income Maintenance Supervisor - Dept. of Social Services  
Ms. Michaela Brooks, Social Work Supervisor - Dept. of Social Services  
Ms. Christina Wallace, Income Maintenance Investigator - Dept. of Social Services  
Mr. Patrick Betancourt, Director - Dept. of Social Services

**B. Public Comment**

Previously, the public review process included making this draft plan available for public inspection with a request for comments October 15-22. This draft plan was posted and at the following locations:

- Macon County Public Library - 149 Siler Farm Rd. Franklin, NC
- Macon County Government Annex - 5 W. Main St. Franklin, NC
- Macon County Dept. of Social Service - 1832 Lakeside Dr. Franklin, NC
- Online at <http://maconnc.org/dss.html>

A Public Service Announcement of draft plan availability and a request for public comment was made to the following media outlets:

- [WFSC/WNCC](#) in Franklin, NC;
- [WHLC](#) in Highlands, NC;
- [The Franklin Press](#);
- [Macon County News](#); and
- [The Highlander Newspaper](#);
- [The Southern Scoop](#); and
- [Macon Media News, Weather, and Information](#).

Public inspection and comment on this plan was requested for submission to the Macon County Dept. of Social Services, in any of the following manner:

Via mail:  
Macon County Dept. of Social Services  
Attn: TANF Electing County Plan  
1832 Lakeside Dr.  
Franklin, NC 28734



Via telephone:  
828-349-2124

Via website:  
<http://maconnc.org/dss.html> (click on *Submit Comment* button)

Due to on-going impacts from Hurricane Helene, this planning cycle was abbreviated with committee members feedback requested prior to submission to the Macon County Commissioners on Tuesday, Feb. 11, 2025. Public comment was also solicited from community leaders and the Macon County citizens. The planning committee members assisted by gathering comments from their respective agencies and agreed to continue meeting on a regular basis to assist in implementing and revising the plan as needed.

### **C. Planning Development**

Macon County residents, regardless of whether they are natives or having just arrived, understand that living in this remote, mountainous region presents a variety of challenges including:

- lack of affordable housing;
- regionally lower competitive wages or reduced hours;
- lack of easily accessible and dependable public transportation;
- equitable lack of access to lower-cost energy sources;
- lack of primary practice medical providers;
- expansive medical needs based on regionally prevalent health concerns and other social determinants of health<sup>1</sup> (i.e., obesity, access to care, substance use, etc.);
- lack of broadband availability<sup>2</sup> and broadband adoption;
- significant poly-substance misuse combined with lack of access to in-patient or medication assisted treatment services;
- lack of access to affordable or subsidized child care;
- domestic and family violence;
- poor stress coping mechanisms; and
- lack of access to reliable mental health treatment providers.

While living in Macon County presents many challenges and barriers, families quickly learn to also resourceful in multiple ways. One such adaptation families have relied on is changing their skill sets through offered education and work incentive programs such as [Workforce Innovation and Opportunity Act](#) or [Southwestern Community College's Career Technologies Division](#) programs, which focuses on supporting Macon County's many construction-related careers. Another adaptation chosen by many is working lower-paying part-times jobs and supplementing income by cobbling together second and sometimes third part-time jobs. However, joining the more than 600,000+ North Carolinians, expansion of Medicaid has helped to bridge the medical insurance gap for more than 2,000 working adults in Macon County<sup>3</sup>. In addition to the normal compliment of services offered by a public welfare agency, Macon County Dept. of Social Services operates a Community Resource Center (with in-person,

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<sup>1</sup> 2021 Macon County Community Health Assessment (<https://maconnc.org/images/healthy-carolinians/Macon%20County%202021%20CHA%20Final%20June%2017%202022.pdf>)

<sup>2</sup> NC Broadband Availability Index (<https://experience.arcgis.com/experience/1ca29805a2454ffab6b9579702b99e59>)

<sup>3</sup> NC Medicaid Expansion Enrollment Dashboard (<https://medicaid.ncdhhs.gov/reports/medicaid-expansion-dashboard>)

telephonic, and electronic access) that directs citizens to the appropriate resources within the community to assist in addressing challenges and barriers. Additionally, Angel Medical Center, in collaboration with [Macon County Care Network](#) (or CareNet, a food and self-reliance ministry) funds and manages [Charity Tracker](#). This online service links various charitable organizations in the community together keeping subscribing agencies connected to share resources, keep informed of the needs of families, and helps to guard against abuse of the charity of organizations.

On Friday, December 20, 2024, Macon County's Social Services Board was provided a plan update and that Board unanimously endorsed the proposed amendments found in this plan. The final plan was presented for approval to the Macon County Board of Commissioners at their regularly held meeting Tuesday, February 11, 2025.

### **III. OUTCOMES AND GOALS**

#### **A. Statewide Work First Goals**

1. Meeting Federal Work Participation Rates for All Families - Active participation in employment services and activities will lead to full time employment for 50% of all Single-Parent and as defined by Federal Rule. Macon County has met this goal for the past twelve-month period and, at this time, has only nine child-only cases.
2. Meeting Federal Work Participation Rates for Two-Parent Families - Active participation in employment services and activities will lead to full time employment for 90% of Two-Parent families as defined by Federal Rule. Employment Services will work with 100% of all work-eligible families so that self-reliance will be realized and goals for the future can be met for each family.

#### **B. County Performance Measures**

Pursuant to N.C. Gen. Stat. § 108A-27.3 the Macon County Board of Commissioners establish the following outcomes for its Work First performance measures.

1. Employment - Active participation in intensive employment services for 100% of families will be completed in order to meet the participation rate and ensure that families are served adequately before the end of plan period.
2. Meeting Federal Participation Rates - Active participation in federally countable work activities in 50% of all single-parent families and 90% in all two-parent families will lead to full-time employment for Macon County Work First participants.
3. Providing Employment Services - Employment services will assist 80% of all single-parent families and 100% of two-parent families in job preparation with the aid of the community partners.
4. Staying Off Work First Cash Assistance - 90% of adults and their families will remain off Work First welfare assistance after obtaining employment.

5. Job Retention - 60% of families who leave Work First for employment will continue to be employed six months after leaving the program while 50% of families who leave the program for employment will continue to be employed 12 months after leaving.
6. Benefit Diversion - For a more successful outcome, Benefit Diversion will be assessed for 4% of families to help alleviate the financial crisis and help families return to full time employment using this temporary assistance.

#### IV. PLANS TO MEASURE AND ACHIEVE OUTCOMES AND GOALS

##### A. Activities

##### 1. Build on efforts to promote child protection, permanency, and self-reliance for families

**Methodology:** Expand recruitment efforts to increase diversity of resource parents serving child welfare cases. As stated previously, Macon Dept. of Social Services employs two full-time staff who can translate and interpret information for our Hispanic and Latino customers. As Hispanic and Latino citizens comprise 10.2% (as of July 1, 2024) of Macon County's population, the agency recognizes the need for staff that can assist their child welfare colleagues in working with families whose primary language is Spanish as well as additional Spanish speaking resource families. As of this current plan, the agency has one child welfare resource family in which Spanish is the mother's primary language with English as a secondary language while the father's primary language is and English but he is proficient in conversational Spanish. The agency also contracts with a former foster parent/current adoptive parent whose primary language is Spanish to assist our foster care staff in supervising family/sibling visitations.

**Methodology:** Regular court reviews for children in the legal custody of Macon County are held in accordance with N.C. General Statues. Child welfare supervisors, legal staff, and the agency Director identify children who would benefit from more frequent court reviews to assist with achieving permanency within 12 months of entering foster care. Because most recent data is unavailable, data from the previously approved plan (for Federal Fiscal Years 2022-2025) saw Macon County achieving permanency rates for children entering foster care within the following timeframes<sup>4</sup> (NC's average as comparison):

- Within 12 months of foster care entry = 5.41% (26.3%)
- Within 12-23 months of foster care entry = 23.1% (40.7%)
- Within 24 months or more of foster care entry = 65.2% (31.6%)

**Methodology:** Based on the relatively small size of the agency, close-working interdepartmental teams are more easily able to share appropriate case information and identify resources available to support families. These

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<sup>4</sup> Duncan, D.F., Flair, K.A., Stewart, C.J., Guest, S., Rose, R.A., Malley, K.M.D., Reives, W. (2020). Management Assistance for Child Welfare, Work First, and Food & Nutrition Services in North Carolina (v3.2). Retrieved January 4, 2025, from the University of North Carolina at Chapel Hill Jordan Institute for Families website. URL: <http://ssw.unc.edu/ma/>

professional relationships accomplish enhanced strategies that more firmly unify the family.

**Methodology:** Many of our child-only cases represent caretakers other than the biological parent providing care for children. Some caretakers have difficulty dealing with emotional and behavioral challenged children/teens. This agency has enhanced kinship care by expanding its definition of *relative* in child-only cases.

**Methodology:** Macon County will assess each child-only case in which the caretaker is not the parent. If the biological parent moves into caretaker's home, the case will be reviewed to determine if the Work First payment should continue.

**Methodology:** Macon County will not receive any Work First transfer cases from another NC county or state without first assessing the sending county's case and the overall situation of the family. Macon County may decline any cash assistance that does not meet our electing plan criteria. Unless prohibited by Court Order, it may be in the best interest of the children that the child-only Work First case be terminated and the children placed with their biological parents.

**Methodology:** Macon County Dept. of Social Services can make relocation funds available to appropriate Work First A/R to relocate them to an area where either a support system or substantial employment can be found. These funds are limited to \$400 and are available only to those who meet Work First Family Assistance (WFFA) income and eligibility requirements. These funds are limited to a one-time relocation per family. The Work First caseworker will evaluate the family for this assistance. The caseworker may also make this recommendation after the application process has been initiated. The Income Maintenance Supervisor for Work First must approve any recommendation for this assistance. The caseworker will be responsible for determining the service to be purchased and for completing the vendor payment request. Families who receive relocation assistance may be eligible for one night's lodging provided by a Transient Fund administered by the Macon County Sheriff's Department. Social Work staff will be available to assist with transportation needs for these A/R, such as transportation to the bus station.

## **2. Condition of the Work First Mutual Responsibility Agreement (MRA)**

**Methodology:** All families involved with Child Protective Service (CPS) and Work First that are screened to have behavioral indicators or substance abuse issues will be referred to a contract provider with Vaya Health (our Local Management Entity/Managed Care Organization) for assessment and any subsequent treatment.

**Methodology:** Each family entering into the Work First program will be evaluated by agency staff. At evaluation, staff will determine the most appropriate avenue for the A/R based on the evaluation, including but not limited to: classes at Southwestern Community College, finance/budgeting management assistance, mental health treatment, referral to [Smoky Mountain Pregnancy Care Center](#) or the [Nurse Family Partnership \(NFP\)](#), Workforce Center, or other appropriate

agencies within the county. The caseworker will complete the MRA with the A/R and the A/R must fully agree to the conditions on the MRA. Failure to provide verification of compliance with the MRA conditions will result in termination of Work First Cash Assistance benefits.

**Methodology:** Of all adults who leave welfare for work, 90% will stay off welfare. Macon County will provide transitional employment services for the A/R that work while actively participating in WFFA. The A/R can receive up to three months of service after receiving their final benefit assistance payment if income is less than 200% of the Federal Poverty Level (FPL). Services may include a monthly follow-up by agency, transportation reimbursement or assistance, or on-going case management. Support services available to active participants will also be provided to newly employed recipients.

- **Continue to require Child Support Enforcement cooperation prior to making a Work First cash assistance application**

**Methodology:** It is vital for the family to move toward self-reliance and for both parents of the children provide financial support for their children. All persons applying for Work First cash assistance must comply with Child Support Enforcement prior to completing the Work First processing time of 45 days. Failure to comply with this requirement will result in a denial of the Work First Application. As of December 2024, Macon County's overall Child Support Enforcement establishment rate stands at 45.92% (federal standard = 75.00%) with 90.37% of cases under order and receiving enforcement (federal standard = 75.00%).<sup>5</sup>

- **Strategy planning with potential Work First cash assistance recipients**

**Methodology:** The Work First caseworker will work with all able-bodied adults who have had a recent connection to the workforce. These applicants will be assessed and will be required to complete a mandatory two-week job search with a specified number of applications to be determined based on the assessed skills and abilities of the individual. Staff will conduct applicant job-readiness assessments and work closely with Workforce Center to assist able-bodied adults to be job ready.

**Methodology:** In conjunction with the agency staff, Workforce Center staff will assist those A/R that have experienced a recent no-fault loss of employment in applying for Unemployment Insurance, if eligible and job search activities. Workforce Center is the North Carolina local connector to internet-based, real-time job matching system, which offers job seekers access 24/7 for employment opportunities; assistance in employment profile updates; and request referrals when an A/R credentials match employers' criteria.

**Methodology:** The agency will collaborate with Workforce Center through WIOA, a federally funded program that provides services including employment and training activities for adults and dislocated workers, as well as youth activities. Provided employment and training direction focuses on people who have been dislocated from their jobs to assist them in overcoming their

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<sup>5</sup> Based on Self-Assessment 1<sup>st</sup> Quarter scores of SFY 2025 provided by the NC Dept. of Health and Human Services Child Support Enforcement Section on January 22, 2025.



disadvantages. Opportunities such as On the Job Training (OJT) enables workers to be hired and trained for six months by employers who can receive reimbursements up to 50% of the starting wages. Collaborating with Southwestern Community College, the Workforce Center through WIOA, can assist in providing workforce readiness education for career change or can assist high school dropouts in obtaining their GED.

**Methodology:** The agency will collaborate with our local Workforce Center to promote use of the [Skills to Succeed Academy](#) by Accenture, a free, online learning program that builds the skills and confidence of people so they can make career choices, find a job and keep it. The program uses media-rich, engaging scenarios and incorporates participant interaction in the modules. The learning approach is blended with online modules, activity packs, and discussion. The Academy is broken down into three courses and each course is divided into modules. The Workforce Center's career advisors will meet with participants to customize and personalize a recommended assignment of modules depending upon the individual's needs and desires. Each module takes anywhere from 15-30 minutes to complete. Examples of modules include:

Choose a Career (6 modules)

- What a career is and what it can mean;
- How to think about career decisions; and
- How to set and reach career goals.

Getting a Job (20 modules)

- How to identify top skills and applying for the right job;
- How to write a CV/resume and fill out an application form; and
- Successful interview techniques.

Success in Work (10 modules)

- How to prepare for work;
- How to work alongside colleagues; and
- How to stay motivated.

For each completed module, the participant is awarded a certificate, which may be shared with Work First caseworkers to count as work activity, employers, probation departments, judicial authorities and guidance counselors.

The Skills to Succeed Academy is currently in use at 15 NC Community Colleges in the areas of Human Resource Development, Career Pathways, Small Business Centers, College Career Services Centers, Pathways to Employment (PTE), Middle/High School Partnerships, Early Colleges and High School Career Coaches. In Macon County, the local NCWorks Career Center collaborates with Southwestern Community College to deliver the Skills to Succeed Academy.

**Methodology:** Southwestern Community College will collaborate in assessing each A/R to determine if their skills are transferable or if classes are necessary to insure A/R are started on the appropriate path for workforce readiness. [Macon County Transit \(MCT\)](#) public transportation can be arranged by agency staff for A/R that have limited or unreliable transportation. Along with transportation, agency staff will also coordinate with the agency Child Care Subsidy caseworker to determine if the A/R is eligible to receive assistance with childcare expenses. If a potential applicant is determined to need Vocational Rehabilitation, an on-site

counselor is available through the NC Department of Commerce's Division of Workforce Solutions at Macon County's center each week. Additionally, agency staff can assist with referrals to [Webster Enterprises, Inc.](#), a regionally contracted non-profit provider of educational and training services through the NC Division of Vocational Rehabilitation.

- **Households will meet the Federal Participation rate**

**Methodology:** Of one-parent households, 50% will be guided by agency staff in completing the MRA to achieve a more appropriate and specific outcomes for the A/R. Macon County will require active participation of adult parents whose children are more than three months old. The MRA Plan of Action will outline the A/R responsibility of a minimum of 40 hours per week of countable work activities in order to qualify for *Pay-After-Performance* incentives. Countable work activities may include, but are not limited to job searches, computer training, resume building, interview practicing, and any activities deemed necessary to help the A/R be successful. The A/R will submit a Time Card by the fifth of each month (**Attachment A**). Additionally, the A/R must provide documentation including verification of all job searches, any type of trainings attended, and any other activities related to employment search to the agency. The caseworker will only release the WFFA benefits following activity verification. The caseworker will also monitor, track, and record A/R work activities and hours based on documentation provided by A/R as requested.

**Methodology:** Of two-parent households, 90% will meet the participation rate. If the two-parent household is not eligible for benefit diversion, or has exhausted benefit diversion assistance and is not currently employed, the caseworker will coordinate with local resource partners in providing job-training activities. Within one week, a MRA Plan of Action outlining 40 hours of countable activities will be completed for signatures. Countable work activities may be defined, but not limited to the same activities as those listed for one-parent households. These activities will be completed prior to the WFFA application being processed. A/R will submit a Time Card by the fifth of each month, at which time a caseworker will release the WFFA benefits following activity verification. The caseworker will monitor, track, and record A/R work activities and hours.

Following *Pay-After-Performance* guidelines as outlined in the [Work First Manual: Section 119 \(Work First Benefits\)](#), at least one adult must participate to be eligible for benefits. If the A/R's children are all over the age of three months, it is required both parents join in the work search.

**Methodology:** In cases where medical or mental health disabilities have led the family to apply for assistance, an immediate referral will be made to Vocational Rehabilitation or to the Social Security Administration Office, at the discretion of the Work First caseworker. The family must follow through with appointments and recommendations of these agencies in order to receive benefits. Cash assistance will be issued on a monthly basis and the caseworker will meet with these families monthly to review progress.

- **Expand efforts in reducing teen pregnancy in our community**

**Methodology:** For 2020, Macon County's teen pregnancy rate per 100,000 of 15 to 19 year-old girls is 22.4% (down from a previously reported rate of 27.3%). For comparison, this rate is above North Carolina's teen pregnancy rate of 17.3% per 100,000 girls who are ages 15 to 19 years.<sup>6</sup>

Macon County Public Health, Smoky Mountain Pregnancy Care Center, NFP, and this agency will work together for the availability of counseling to A/R to place emphasis on the importance of family planning options, neonatal health, and on strong family principles aimed at disrupting the cycle of poverty. This agency will also strongly emphasize the importance of continuing education in support of teen parents receiving a high school diploma as well as continued development of a skill or trade to support their career choice. Assisting eligible teen parents with subsidized childcare services only reinforces their school attendance to ensure completion of their education. This strategy is targeted at the promotion of the A/R in becoming self-sufficient and reducing reliance on the welfare system.

## **B. Supportive Services**

The support services listed above will enable individuals to participate in activities that lead families to self-reliance. Below are additional supportive services that will expand and develop self-confidence in support of A/R participation:

- **Case Management**

Case management means planning, directing and providing services. The caseworker will be responsible for working with families in the assessment, planning, directing and providing of supportive services. The caseworker will document progress for all child-only families and eligible families that are searching for work. The Work First caseworker and Child Welfare social workers will continue to work together to define the responsibilities of each other and strive to improve communication between the agency and the families.

- **Childcare Subsidy Assistance**

This agency continues to prioritize child welfare families in providing subsidized childcare services. Through contract negotiations with [Southwestern Child Development Commission](#), our regional Local Provider Agency (LPA), Macon County has typically not been subject to wait listing for subsidized childcare (contingent upon childcare subsidy allocations from the NC General Assembly administered through the NC Division of Child Development and Early Education). However, as a rural, mountain community, there is very limited availability for infants and toddlers in childcare centers. Additionally, population growth has outpaced subsidy allocations, which have declined to the point that now Macon County children have been waitlisted. Work First eligible families and families eligible to receive services based on being below 200% the Federal Poverty Level (FPL) must participate in work or work related activities to ensure they comply

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<sup>6</sup> 2020 North Carolina Teen Birth Trends. Retrieved February 4, 2025 from the Fact Forward North Carolina State Data website.  
URL: <https://www.factforward.org/resources/state-data/north-carolina-state-data>.



with program guidelines. Parent subsidy fees will be assessed by the Childcare Subsidy caseworker once the parent becomes employed.

- **Child Protective Services**

Work First and CPS will continue to work collaboratively to ensure the safety of Macon County's children and families. Child Welfare social workers rely heavily on [KIDS Place](#), our local Child Advocacy Center (CAC). KIDS Place, a CAC based on the Huntsville, AL model, is devoted to the protection and well-being of abused and neglected children by providing a safe, non-threatening environment for multi-disciplinary forensic interviewing, medical examinations and counseling. If needed, supportive court intervention services are also available through KIDS Place. Macon County child welfare staff also work closely with The Baptist Children Homes of NC.

- **Streamlining Eligibility Determination and Services**

Macon County has established a process of determining eligibility for A/R that will serve them more quickly and efficiently. This continuum of services will emphasize intake diversion services, two-week job search for all able-body adults, job development, and referrals (**Attachment B**).

- **Transportation Assistance**

This agency will continue to coordinate with MCT for our Work First families so that they may successfully transition to independence. Additionally, we agency may offer gas vouchers to A/R with their own transportation in order to complete job searches or until they receive their first paycheck.

- **Work Expenses**

This agency will assess and may provide assistance with non-recurring, work-related expenses such as work clothes, tools, equipment and uniforms, etc.

- **Participation Expenses**

This agency will continue to assist families with uniforms, books, registration fees, etc. so that they may continue to complete job readiness and locate or continue work; thus maintaining a lower participation rate.

- **Education/Training**

This agency will continue to refer families to education facilities such as Southwestern Community College, Workforce Solutions, WIOA programs, and other agencies for continuing education classes.

- **Domestic Violence Services**

This agency will continue screening and assessing families facing domestic violence (DV). Families found to be in need of DV assistance will be referred to [REACH](#), our local DV Awareness and Assistance Agency.

- **Human Resources**

This agency will continue to collaborate with local resources such as Southwestern Community College to help families learn to budget their finances so that they may become self-reliant.

- **Medicaid/Health Choice**

All families are assisted in applying for Medicaid, Health Choice or the Federally Facilitated Marketplace to help with medical expenses and medical insurance for all children under 200% of poverty. Families receiving Medicaid will continue to be eligible for Non-Emergency Medicaid Transportation (NEMT) for eligible services with approved service providers either through a contract with MCT or by receiving gas vouchers if they provide their own transportation to Medicaid covered services.

- **Food and Nutrition Services**

All families are assisted in applying for Food and Nutrition Services.

## V. ADMINISTRATION

### A. Authority

The Macon County Board of County Commissioners has delegated the administration of the Work First program to the Macon County Dept. of Social Services. Nothing in the Macon County Electing Plan shall imply an entitlement to any resources or services at the disposal of Macon County and the implementation of the Electing Plan.

### B. Organization

Macon County focuses on providing services in the most efficient, customer-friendly and cost-effective manner possible. Macon County has a dedicated Work First caseworker and multiple Economic Services intake staff to meet with the A/R the same day they enter the agency and take an application as needed.

This agency continually assesses the needs of the community and attempts to be responsive to those needs. Employment Services and Eligibility Services are not a consolidated function. The Workforce Center and Macon County Dept. of Social Services have developed a plan in which all applicants for cash assistance will register for work at the Workforce Center. All Workforce Center partners will enhance job searches and job readiness activities for WFFA participants. The partners include Southwestern Community College, WIOA staff with [Macon Program for Progress \(MPP\)](#), and the NC Division of Vocation Rehabilitation. All partners work for the good of the families and utilize all resources in order to ensure that each WFFA family becomes self-reliant.

This agency will evaluate each family for a one-time benefit diversion for cash assistance (now optional) not to exceed three months of support. Benefit Diversion is intended to be a short-term benefit, which may ultimately resolve the crisis for the family.

Crisis Intervention Program (CIP) funds are a type of Energy Assistance provided to families for a short-term benefit that alleviates the energy crisis such as a utility disconnect notice. The total amount that an A/R may receive in any given fiscal year may not exceed \$600. Temporary Assistance to Needy Families - Emergency Assistance (TANF-EA) may also assist 200% FPL families through financial assistance not to exceed \$400 in any given fiscal year. The Work First caseworker and agency social workers collaborate

to provide informed solutions to address the situation in the home such as health, well-being, substance misuse, financial assistance, educational needs or other barriers that may prevent self-reliance.

**C. Childcare**

As mentioned in the Supportive Services section above, this agency continues to prioritize child welfare families in providing subsidized childcare services. Work First eligible families and families eligible to receive services based on being below 200% FPL must participate in work or work related activities to ensure they comply with program guidelines. Parent subsidy fees will be assessed by the Childcare Subsidy caseworker once the parent becomes employed.

**D. Transportation**

Services may be available for Work First applicants, active participants, and those recipients that are newly employed for three months following date of employment if income is under 200% of FPL. The estimated allocation for this program is not to exceed \$400 per household.

Work First A/R falling within 200% FPL with a recent connection to the workforce within the past 3 months may be eligible for \$35 in gas vouchers (**Attachment C**) to be used for job search or employment. This assistance shall not exceed three vouchers within a fiscal year per household and no more than one per month. Work First applicants are to use the gas vouchers for job search or employment, attending orientation or career assessment classes only. Applicant/Recipients that have received gas vouchers within the past year must meet with the caseworker prior to receiving the voucher. Applicant/Recipients without available transportation will be referred to MCT by the intake worker. These vouchers will be covered by TANF funds. Vehicle repairs, solely at the discretion of the Economic Services Supervisor or the Director, may be made for WFFA active participants only if the participant is employed or is newly hired. The vehicle **MUST** be registered in the participant's name and repairs may exceed \$400. [Finish Line](#) grant funds for vehicle repairs funded through the NC Dept. of Commerce may also be available to any A/R that is involved in WIOA.

**E. Substance Use/Mental Health**

Substance Abuse Screening will be conducted as required by law by the caseworker. At the request of the agency, a [Vaya Health](#) contracted substance abuse provider will coordinate with the Dept. of Social Services (**Attachment D**) to provide screening, assessments, and referrals for treatment if needed. Non-compliance will result in denial or termination of benefits. Pursuant to N.C. Gen. Stat. § 108A-29.1 substance use screening and testing for illegal use of controlled substances, if there is reasonable suspicion, for each Work First Program applicant or recipient is a condition of eligibility to receive assistance. Substance Use Testing (urine toxicology) is only requested when there is reasonable suspicion to suspect the applicant/recipient is engaged in the illegal use of controlled substance. Reasonable suspicion for making a referral for substance use testing is only determined by the following criteria:

- a. score of three or above on the Drug Abuse Screening Test (DAST-10)

- b. criminal conviction relating to an illegal controlled substance within the past five (5) years.

The following A/Rs are subject to the substance use screening and testing requirements:

1. single parent families (biological, adoptive, and step);
2. two parent families (biological, adoptive, and step);
3. emancipated teen parents;
4. parents being added to an existing Work First case;
5. parents who are ineligible due to fleeing felon and/or parole/probation violator status;
6. individuals who both committed and were convicted under federal or state law on or after August 23, 1996 of any offenses classified as a felony by the law of the jurisdiction involved with an element of the possession, use, or distribution of a controlled substance;
7. parents/caretakers with a Class H or I controlled substance felony conviction in North Carolina on or after August 23, 1996 are subject to disqualification to the Work First Program;
8. individuals who have been convicted of substance abuse felonies outside North Carolina will be permanently disqualified from participating in WFFA cases; and
9. school-age children 12 to 18 years of age may also subject to drug screening and testing.

Macon County will follow North Carolina's Standard Plan for substance use testing. If the A/R has a confirmed positive result from a screen/testing, that individual is sanctioned for a period of 12 months for the first offense. The second offense will result in sanction for a period 24 months, and third sanction results in lifetime Work First disqualification. If a caretaker is sanctioned, a protective payee must be assigned to receive the cash assistance payment on the household's behalf. The cost of the first test will be assumed by the Macon County Dept. of Social Services. If additional tests are needed, those costs are borne by the A/R. Screening results will be provided directly to the agency by the testing facility. Results provided to the county agency by the A/R will not be considered valid for program purposes. Non-compliance with the substance use screening and testing requirements will result in automatic denial or termination of WFFA benefits.

#### **F. Family Violence Option**

The Family Violence Option will be provided as required by Federal law. The caseworker will screen applicants using form [DSS-6966 \(Attachment E\)](#). If the A/R indicates they would like to speak to someone further about the abuse experienced, the caseworker refers the A/R to REACH, our local Domestic Violence shelter. All applicants are made aware of their right not to participate in Employment Services if employment would place the applicant or applicant's children in danger due to the domestic violence issue via form. This agency follows all state policies to protect the A/R identity and location. Pursuant to both [N.C. Gen. Stat. § 108A-80](#) and [N.C. Gen. Stat. § 8-53.12](#) the Macon County Dept. of Social Services and REACH are bound by law and agree to keep the other agency's A/R information confidential.

Procedures for A/R experiencing family violence are as follows:

1. The A/R must read, understand, sign and indicate they wish to speak to someone on the Notification of Family Violence Option form;
2. The caseworkers must refer the A/R for family violence screening or further assessment if they self-disclose, or if there are indicators of family violence present. The caseworker will refer A/Rs to REACH of Macon County, our local DV Awareness and Assistance Agency;
3. REACH will administer the screening and assessments for domestic violence; and
4. If the A/R requests a waiver from any Work First requirements, the caseworker will consult with REACH concerning the request before a decision grant waiver is made.

#### **G. Other Services**

A Memorandum of Understanding with the Division of Workforce Solutions is included as an attachment. **(Attachment F)**

#### **H. Maintenance of Effort (MOE)**

MOE funds will be used for child welfare staffing, child welfare services, Emergency Assistance, and contract services to support employment. The SFY 2025 MOE for Macon County Dept. of Social Services remains \$168,596.

TANF expenditures are budgeted at \$1,084,366 for SFY 2025.

Other SFY 2022 budgeted amounts include:

CPS, TANF Foster Care, and Adoption	\$829,596
Work First Cash Assistance	\$25,000
Work First EA/Contract Services	\$226,770
Families under 200% and 150% FPL	\$3,000

#### **I. Child Welfare Services**

Child welfare services utilize the largest portion of Macon County's TANF Block Grant with the belief that protection of our children and families is protection of the future of our community. Macon County's community response to child well-being sets the standards for North Carolina and Macon County Dept. of Social Services remains a leader at the center of formidable partnerships with child and family serving agencies within the region.

## **VI. EMERGENCY ASSISTANCE (EA)**

EA cash assistance will be provided to families who meet the eligibility requirements, as stated in the [Work First Manual: Section 102 \(Short-Term Services and Benefits\)](#). Eligibility for this benefit is based on the prudent judgment of the Work First caseworker in consultation with the Income Maintenance Supervisor when examining the emergency. The maximum payment for each A/R will be \$400 per fiscal year. This cap may be re-examined if the county, state, or federal government



declares a state of emergency in Macon County due to natural disaster or severe weather. The total amount to be allocated to this program for emergency cash assistance will vary.

EA is designed to assist families with emergency needs and is not intended to meet recurring or ongoing needs. If a family has received EA in a prior fiscal year, the family will be referred to an appropriate, local finance and budgeting education partner agency before approval of EA will be completed. The adult caretaker will be provided an interview and asked to complete a workbook, which focuses on family budgeting and job skills. EA applications will not be approved until the adult caretaker meets with the local resource partners and has complied with the services offered. Refusal to comply or fail to keep a scheduled appointment triggers ineligibility for EA assistance for that current SFY and one SFY following.

An emergency is defined as failure to meet a child's basic needs including, but not limited to:

- lack of appropriate housing;
- notice of intent to foreclose;
- court-ordered eviction;
- loss of shelter due to natural disaster or condemnation of property; or
- food spoilage due to lack of refrigeration; etc.

The emergency must exist because of a situation beyond the control of the adult caretaker including, but not limited to:

- reduction in force (RIF);
- lay-off as a result of plant or facility closure;
- stolen paycheck; or
- unexpected car repairs; etc.

Cash assistance directed at services provided to help meet these emergencies may include, but not limited to:

- household utilities;
- vehicle repair (at agency discretion); or
- childcare; etc.

No EA will be provided to A/R if the assistance cannot alleviate the stated emergency. EA will not be provided for any medical care, regardless of A/R coverage by Medicaid.

## **VII. SERVICES TO LOW-INCOME FAMILIES (UNDER 200% OF FPL)**

Services provided to families with income at or below 200% FPL include:

- budgeting;
- supporting job retention;
- strengthening families; and
- promoting healthy development parent/child relationships.

With \$5,000 set as the budgeted amount of funding available for this service, assistance is limited to \$400 per year per household. As such, services are prioritized on the following basis:

1. former Work First families (within one year of termination of support);
2. child welfare families; and
3. single incident hardship cases (as determined by the Economic Services Supervisor).

## **VIII. SERVICES FOR NON-CUSTODIAL PARENTS**

Macon County will not utilize TANF funds to serve non-custodial parents.

## **IX. EXEMPTION FROM THE WORK REQUIREMENT**

To be eligible for Work First cash assistance, applicants must register with Workforce Center, unless exempt for the following reasons:

- caretaker of a child less than 3 months old;
- victim of domestic violence in which participation would place the family at risk;
- Supplemental Security Income (SSI) recipient; or
- caretaker receiving Social Security Disability (SSD) for a non-budgeted household member or non-parent caretaker in a child-only case.

Macon County elects to retain the work requirement policy for single parents of children under the age of three months. This policy will be limited to a three-month exemption period per child not to exceed a lifetime maximum of twelve months. The three-month exemption is in alignment with the [Family and Medical Leave Act of 1993](#). This work exemption will terminate on the last day of the month in which the child turns three months of age. At this point, a single parent will be required to meet with the Work First caseworker to begin their mandatory work requirement activities. Once the child turns two months of age, a childcare referral will be made to ensure services will be available at the end of the third month exemption period. If childcare placement is unable to be obtained, the parent will be determined to be exempt from work requirement activities until the first available childcare opening is secured for a period not to exceed 12 months. If a medical condition prevents the child from being placed on the first day of the fourth month, the work registration code in NC FAST will accurately note the parent's need to care for an incapacitated person in their home and their 24-month clock will not begin until the household circumstances change.

## **X. INNOVATIVE COUNTY STRATEGIES**

### *Intensive job development and job coaching*

Family-centered services are provided to the A/R as a priority of achieving outcomes and goals. Agency staff and local resource partners will support in the following ways:

- provide coaching to overcome obstacles such as financial budgeting, assisting families with learning to shop within their budget;
- provide vouchers for consignment clothing shops and thrift stores, etc.;
- provide job searches, job placement, and determine the type of work role for which the A/R is best suited; and

- the A/R will be assisted in determining financial aid for continuing education, if appropriate.

#### Child-Only case reviews

Reviews for child-only cases will be completed every year unless the following circumstances indicate an earlier review:

- the child reaches 18 years of age;
- the child moves out of the home of the caregiver; or
- the death of the caregiver.

#### Provide career assessment for all applicants

Southwestern Community College will assess the skill level of A/R using a standardized Test of Adult Basic Education (TABE) and career choice using the Career Decision Making System (CDMS) in on-site classes. WIOA participants may also attend the classes to meet WIOA eligibility and assessment requirements.

#### Retention Assistance

The agency will assist working families for up to three months after leaving welfare for work.

#### Time Limits for Working Participants

A/Rs receiving Work First cash assistance for a total of 24 months become ineligible for additional benefits for a period of 36 months following termination, unless granted an extension (not to exceed 60 months assistance in a lifetime). This time limit is a cumulative total that includes time receiving TANF assistance in other NC counties or in other states.

#### Services for Mental and Physical Impairments

A/Rs with declared mental and physical impairments will be referred to VR or the Social Security Administration to participate in a Functional Assessment to determine assistance eligibility under those programs. The A/R may also be referred to Webster Enterprises for job skills training or to Vaya Health for on-going treatment as needed.

## **XI. SPECIAL ISSUES**

As economic conditions may affect any welfare reform effort, the agency will continue to explore creative ways to help families take responsibility for their own safety, for their financial well-being, and for their personal life choices in providing for their children. The agency will continue to place emphasis on assisting families in moving from poverty to greater self-reliance.

## **XII. ELIGIBILITY CRITERIA**

Macon County will follow criteria established as outlined within the Work First Manual for:

- age limits for children;
- payment levels;
- benefit calculation;
- sanctions;



- resource requirements (limit and countable items);
- change in circumstances;
- citizenship and identity requirements;
- residency requirements; and
- benefits diversion requirements.

The North Carolina Work First Standard Plan will be followed except for changes as noted below. Any future statewide policy changes will be reviewed and evaluated before Macon County implements such changes. If changes are made, the Macon County Work First Plan will be amended to incorporate changes.

1. *Pay After Performance* - all work eligible family participants will be required to participate in countable work and work-related activities and completed satisfactorily in order for this agency to provide to the vendor/vendors a benefit check on behalf of the A/Rs at the end of each month. Vendor payments will be agreed upon by the families and this agency and documented on the signed MRA. Families who fail to complete their required hours as agreed within their MRA are considered to be in non-compliance. Families must complete the required hours to be eligible to receive the benefit assistance.
2. All work eligible individuals are required to actively participate in work and work related activities for a total of 40 hours per week. All activities must have documentation (maintained in the A/B's casefile) of completion verified and approved by WFFA caseworker prior to payment being released. Participation will be a combination of activities including but not limited to:
  - employment;
  - subsidized employment;
  - vocational training;
  - work skills training;
  - education;
  - work experience;
  - mental health and/or substance abuse treatment;
  - vocational rehabilitation;
  - job readiness / job search activities; or
  - other agency approved activities endorsed under this plan.
3. The agency will continue to count earned and unearned income for all household members excluding SSI recipients and SSD recipients receiving benefits when at least one household member is a parent of the minor child(ren). This agency will follow standard Work First policy in all other areas in order to comply with NC FAST system requirements.
4. All A/R will experience a three-month ineligibility penalty for each episode of a job quit unless "good cause" is established by the Work First caseworker with approval from the Income Maintenance Supervisor. The ineligibility period is defined as the month of application and the next three months. An individual may reapply for Work First assistance at any time but is ineligible for benefits during a job quit penalty period. There is no remedy for a job-quit penalty once the penalty period begins.

5. In order to receive Work First Family Assistance (WFFA), children must live with an adult relative who is within a certain degree of kinship defined as:
  - parent, including a biological mother, father, or adoptive parent;
  - legal father or mother, or step-father or step-mother;
  - an alleged biological or legal father or other alleged paternal relative;
  - paternal or maternal grandparents, step-grandparents, great-grandparents, step great-grandparents, great-great-grandparents or step-great, great grandparents;
  - paternal or maternal uncles or aunts, great uncles or great aunts, great-great uncles or great-great aunts, nephews, nieces, or first or second cousins;
  - brothers, sisters, half-brothers, half-sisters, adoptive brothers, adoptive sisters, step-brothers or step-sisters;
  - other adults who have court ordered legal custody or guardianship of a child; or
  - spouses of the above individuals (that also meet kinship requirements) even if the marriage has been terminated through death or divorce.

Biological parents and their relatives are not eligible to receive WFFA for a legally adopted child. This relative must be providing care for the child on a daily basis and be responsible for ongoing decisions regarding the child's well being. A relative who meets the above relationships must be included in the case with the child, unless they are an SSI benefit recipient. This agency will comply with the State Standard Plan of Kinship requirements.

6. Macon County Dept. of Social Services will no longer require Health Check verification for school-age children (grades K-12) to be submitted to the WFFA caseworker.

### **XIII. APPEALS PROCESS**

A public assistance A/R has the right to appeal the decision of the Macon County Dept. or the Board of County Commissioners granting, denying, terminating, or modifying assistance. Each applicant or recipient shall be notified in writing of his or her right to appeal. An example of the appeals rights notification is provided with this plan. **(Attachment G)**

This agency will follow the appeals process as stated in [N.C. Gen. Stat. § 108A-79](#) **(Attachment H)** with the exception of A/R appeals beyond the decision of the local hearing officer as outlined in subsection (g) of the above cited statute, which will be replaced with an impartial two-member team. The Macon County Board of Commissioners will appoint the members of the impartial team.

### **XIV. REVIEW PRIOR TO EXPIRATION OF TIME LIMITS**

The process by which the agency will review all Work First caseloads prior to expiration of federal and state time limits will follow policy as in the [Work First Manual: Section 105 \(Federal and State Time Limits\)](#).

## **XV. FUNDING REQUIREMENTS**

The agency anticipates 100% of its Work First Block Grant will be expended on benefit diversion, employment services, TANF EA, 200% FPL services, and child welfare services.

## **XVII. Certifications**

### **CERTIFICATION RERQUIRED OF THE SOCIAL SERVICES BOARD CHAIRPERSON**

As Chairperson of Macon County Social Service Board, I certify that this County Plan has been reviewed and endorsed by Macon County Social Services Board at its meeting on December 20, 2024.

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**Anne Hyder, Chairperson  
Macon County Board of Social Services**

**CERTIFICATION REQUIRED OF THE CHAIRMAN  
OF THE BOARD OF COUNTY COMMISSIONERS**

As Chairman of the Macon County Board of Commissioners, I certify that this County Plan has been reviewed and approved by the Macon County Board of Commissioners at the meeting on February 11, 2025.

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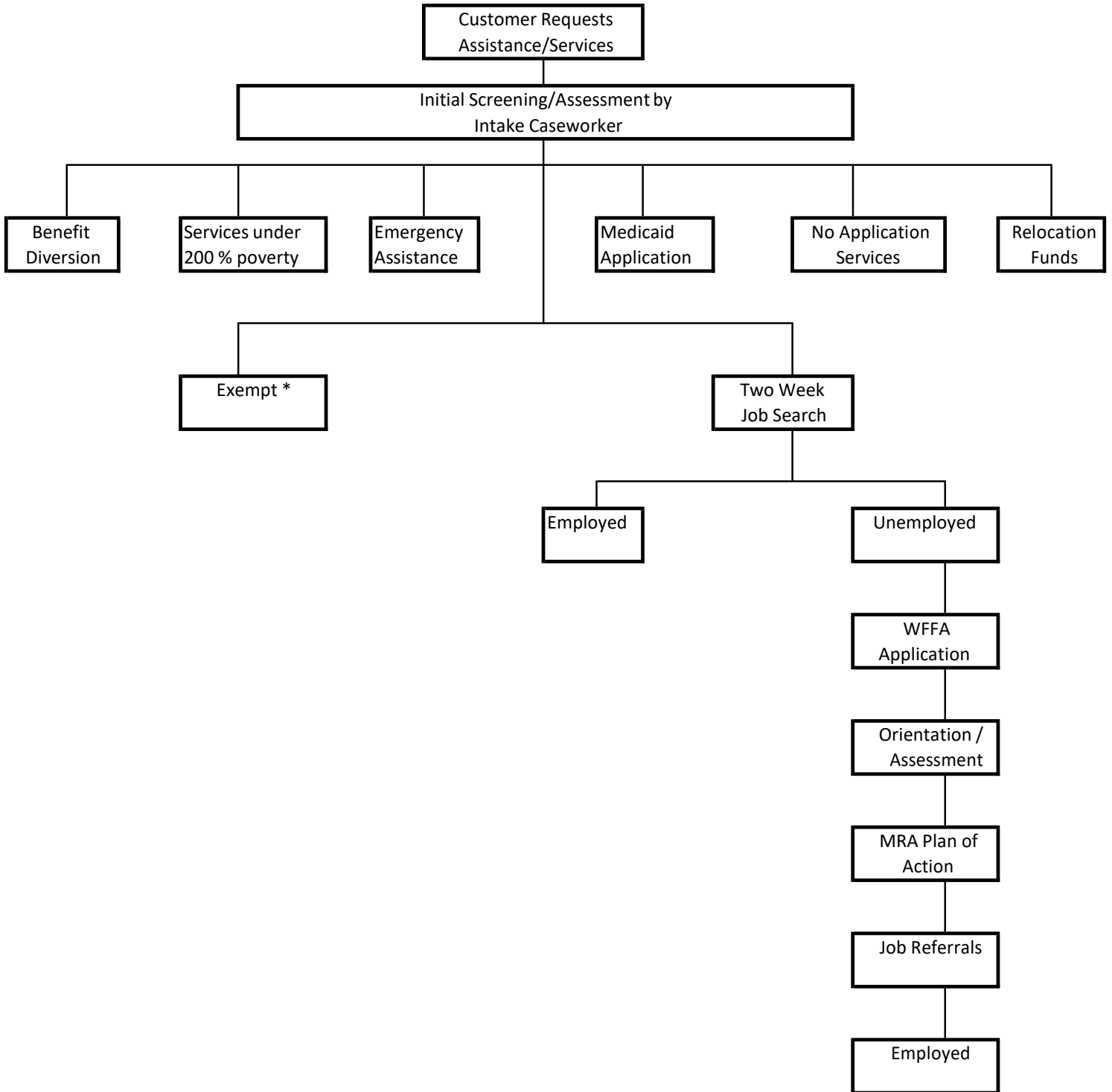
**Joshua Young, Chairman  
Macon County Board of County Commissioners**

DRAFT



# Attachment B

## STREAMLINED PROCESS MODEL FOR ELIGIBILITY AND SERVICES



\* Exempt limited to child only cases, cases with child less than 3 months old, and those verifiably disabled.

**Attachment C**

**\* ATTENTION PROVIDER EMPLOYEES: \***  
**PLEASE RECORD VOUCHER # IN SPACE PROVIDED FOR**  
**ODOMETER READING. THANK YOU.**

Macon County Dept. of Social Services  
1832 Lakeside Drive  
Franklin, NC 28734  
828-349-2124

**DEPT. OF SOCIAL SERVICES**  
**ASSISTANCE GAS VOUCHER**

**VOUCHER #:** \_\_\_\_\_

**EXPIRATION DATE** \_\_\_\_\_

CLIENT'S NAME:  
STREET ADDRESS:  
CITY, STATE ZIP CODE:  
\_\_\_\_\_

I hereby grant the release of the information contained on this form to Car City/Express USA/Dunoco Company in obtaining assistance with Medicaid Transportation services. This information is to be held in confidence by Car City/Express USA/Dunoco. I hereby give permission for the above named medical provider to verify the appointment given above, and to verify that I was seen by the provider at the time I have indicated. This information will be used by DSS for quality assurance purposes only.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client's Signature

.....  
Amount Authorized (up to): \$ \_\_\_\_\_

***\*For use with ONE vehicle only &  
DO NOT PUT GAS IN GAS CANS.  
NO EXCEPTIONS!***

**This voucher can only be used ONCE. Any remaining balance cannot be redeemed .**

Redeemable at:

Express USA – 1078 E. Main St., Franklin – Open M-Sat 6:00 a.m.-10:00 p.m. & Sunday 12:30-8:30 p.m.

Marathon (Car City) – 4019 Sylva Rd., Franklin

\_\_\_\_\_  
Date

\_\_\_\_\_  
Case Worker Signature

.....  
**Please make sure receipts are attached to each voucher.**

**MEMORANDUM OF AGREEMENT****Between**

Macon

**COUNTY DEPARTMENT OF SOCIAL SERVICES****And**

Vaya Health

**For****WORK FIRST AND CHILD PROTECTIVE SERVICES SUBSTANCE USE INITIATIVE**

This Memorandum of Agreement (“Agreement”) is entered into by and between the Macon County Department of Social Services (“DSS”) and Vaya Health (“MCO”) (individually “Party,” collectively “Parties”).

WHEREAS, in 1997 the North Carolina General Assembly enacted N.C.G.S. § 108A-25 and N.C.G.S. § 108A-29.1, which form the basis for the current North Carolina Work First /Child Protective Services (“CPS”) Substance Use Initiative (“WF/CPS Substance Use Initiative” or “Initiative”).

WHEREAS, the WF/CPS Substance Use Initiative provides comprehensive substance use/co-occurring mental health clinical assessments, treatment recommendations, collaboration to address any barriers to assessment and/or treatment, monitoring of treatment compliance, and reporting treatment compliance to DSS. The Initiative is intended to provide early identification of individuals applying for public assistance who may be experiencing substance use problems that act as a barrier to self-sufficiency. Furthermore, the identification assists in connecting individuals to substance use treatment so that sustained self-sufficiency is likely. Self-sufficiency will benefit the individual, his or her family, the local communities, and the State of North Carolina.

WHEREAS, in 2001, the WF/CPS Substance Use Initiative was expanded in two ways. The first allows DSS to refer Work First applicants for voluntary mental health screenings and subsequent connection to mental health treatment if indicated. The second expansion allows for DSS to refer indicated individuals and families whose CPS cases have been substantiated or who are found to be in need of services due to an indication of substance use to providers for WF/CPS Substance Use Initiative services. The expansion includes a population who may experience mental health issues as barriers to self sufficiency and a population whose possible addiction is jeopardizing their family resulting in more individuals and families receiving necessary treatment for recovery.

WHEREAS, N.C.G.S. § 108A-29.1 was revised to require drug screening and testing for Work First Program applicants and recipients effective March 1, 2015.

WHEREAS, substance use and mental health issues are significant barriers to employment for a number of Work First Program applicants and recipients.



WHEREAS, MCO is the public managed care organization responsible for oversight and management of public mental health, intellectual/developmental disabilities, and substance use disorder/ addiction (“MH/IDD/SA”) services for a 23-county region in western North Carolina (“Catchment Area”) pursuant to contracts with the NC Department of Health and Human Services.

WHEREAS, MCO’s responsibilities include the development of a network of MH/IDD/SA service providers, and payment for authorized and appropriately delivered MH/IDD/SA services using a mix of available federal, state, and county funding.

WHEREAS, this Agreement establishes procedures surrounding the services of a WF/CPS Qualified Professional - Substance Use (“QPSA”), through an appropriately credentialed provider of MH/IDD/SA services that has entered into a contract for participation in MCO’s Closed Network (defined herein) in accordance with N.C.G.S. § 108D-1(13) (“Work First Network Provider”).

WHEREAS, “Closed Network” means the network of providers who have been selected, credentialed, enrolled and contracted with MCO to furnish MH/IDD/SA services to Enrollees (defined herein), in accordance with N.C.G.S. § 108D-1(2)).

WHEREAS, “Enrollee” means a Medicaid and/or State of North Carolina beneficiary whose Medicaid/state funding eligibility arises from a county located within the Catchment Area and who is enrolled with MCO.

WHEREAS, MCO receives federal grant funding through the Division of Mental Health, Developmental Disabilities, and Substance Abuse Services (“DMH/DD/SAS”) to reimburse providers for services delivered as part of the WF/CPS Substance Use Initiative.

WHEREAS, DSS is responsible for administering the Work First Program, the Food and Nutrition Services program, and CPS in order to prevent abuse, neglect and exploitation of vulnerable citizens, and promote self-reliance and self-sufficiency for individuals and families.

WHEREAS, DSS partners with individuals, families, and communities to strengthen their efforts toward independence, permanence, and safety.

**NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

- I. INTENT:** This Agreement establishes the responsibilities of the Parties in meeting the objectives of the WF/CPS Substance Use Initiative.
- II. MISSION:** The WF/CPS Substance Use Initiative provides early identification of a substance use disorder(s) and/or a mental illness that will affect an Eligible Individual’s ability to secure and maintain employment through screening via the Alcohol Use Disorder Identification Test (“AUDIT”), Drug Abuse Screening Test (“DAST-10”) and/or the Behavior Observation Checklist, assessment including the Substance Use Disorders Diagnoses Schedule (“SUDDS”) 5 (or other pre-approved evidence-based assessment instrument), referral, and case coordination services. The WF/CPS Substance Use

Initiative also facilitates substance use disorder services and mental health services to parents and caretakers of children, where there has been substantiated child abuse, neglect and/or dependency with an indication of substance use disorders, in order to better assure the safety, permanence, and wellbeing of children. The services for WF/CPS Substance Use Initiative-involved families provided under this Agreement are assessment, referral, and case coordination. Responsibilities also include collaboration to ensure that barriers to receiving treatment are addressed, compliance with the requirements of N.C.G.S. § 108A-25.2 and N.C.G.S. § 108A-29.1, case consultation, follow-up, training with local DSS staff, and other activities approved by DMH/DD/SAS.

**III. POPULATIONS TO BE SERVED**—The following populations are included in the Initiative (individually “Eligible Individual,” collectively “Eligible Individuals”):

- Work First Program applicants and recipients.
- Class H or I Controlled Substance Felons applying for Work First and/or Food and Nutrition Services.
- Non-custodial parents and/or families with income at or below 200% of federal poverty guidelines (the eligibility of this population is based on inclusion of this population in the county Work First Plan).
- Parent(s)/Caretakers who have a substantiated CPS case or who have been determined to be in need of CPS services may be referred for a substance use assessment and treatment services referral if indicated. The AUDIT and DAST-10 screening tools are not required for these individuals.
  - CPS encompasses the provision of specialized services for maltreated children or those who are at risk of harm. Services are aimed at strengthening family life by supporting and improving parental/caretaker responsibility that, in turn, assures for each child a safe, nurturing home. Services focus on prevention and rehabilitation and are directed toward identifying and changing the cause of the maltreating behavior. This is accomplished through parent/caretaker cooperation and consent or, in the event that conditions pose serious issues for the child’s safety, through the agency petitioning for court intervention.
  - This Agreement memorializes procedures to facilitate appropriate substance use disorder services and mental health services to parents and caretakers of children in order to better assure the safety, permanence, and well-being of children when the need for CPS services has been identified and substance use or mental illness has been a factor in the maltreatment of a child.
- All Work First adult applicants and recipients will be screened for possible substance use, and they may be voluntarily screened for mental health. Non-custodial parents and families with incomes at or below 200% of poverty may also volunteer to be screened for mental health, or substance use, if DSS has chosen to serve these populations.
- If the verbal screening indicates the Work First adult applicant/recipient is at risk for substance use, he/she will be referred to a QPSA. The QPSA will either provide information or conduct a substance use disorder assessment per N.C.G.S. § 108A-29.1. If treatment is appropriate, the QPSA will facilitate the referral for the appropriate level treatment.

- IV. OBLIGATIONS OF BOTH PARTIES**—MCO, through a Network Provider, and DSS shall:
- A. Comply with all applicable state and federal laws, rules, regulations and requirements applicable to the Initiative, including, but not limited to, all requirements of the Health Insurance Portability and Accountability Act and its implementing regulations at 45 CFR Part 160 *et seq.*, all requirements of the Confidentiality of Alcohol and Drug Abuse Patient Records regulations at 42 CFR Part 2 and all requirements of N.C.G.S. 108A-80 governing Social Services Confidentiality of Records.
  - B. Develop a plan for Eligible Individuals to access substance use disorder, mental health, and developmental disabilities services.
  - C. Utilize the screening tools identified as AUDIT, DAST-10, and/or the Behavioral Health Indicator Checklist. The Work First Network Provider will utilize the SUDDS 5 (or other pre-approved evidence-based assessment instrument), the ASAM Criteria, and DSM5 as part of the clinical assessment. (QPSA may use additional tools when necessary to ensure accurate referrals to appropriate level of care.)
  - D. Utilize the Substance Use Information Form (DSS Form #8215) and the Work First Program Referral to Qualified Professional in Substance Abuse Form (DSS Form #8224).
  - E. Confer about treatment recommendations when the assessment results in an indication of substance use disorder or a mental health disorder.
  - F. Provide ongoing collaboration and consultation regarding decisions affecting substance use disorder treatment outcomes or mental health outcomes and/or child safety.
  - G. Inform Eligible Individuals about the method of payment for substance use treatment or mental health treatment in the event an Eligible Individual must bear any of the cost.
  - H. Maintain regular contact on the Eligible Individual's engagement in treatment.
  - I. Utilize the standardized consent form to facilitate confidentiality as provided by DSS.
  - J. Arrange ongoing cross training for staff of both agencies.
  - K. Develop a reporting system of non-compliance by Eligible Individuals.
  - L. Support collection and provide data for outcomes and program evaluation.
  - M. Abide by confidentiality regulations as set forth by DSS or DMH/DD/SAS as well as federal regulations.

**V. OBLIGATIONS OF VAYA HEALTH MCO—MCO shall:**

- A. Contract with a selected Network Provider for the WF/CPS Substance Use Initiative who shall designate specific staff to perform assessment and other required functions of this WF/CPS Substance Use Initiative.
- B. Include the following requirements in the contract with the identified WF/CPS Network Provider:
  1. Identify a specific contact person for the Initiative and identify this position as a QPSA.
  2. Work with DSS to determine days/times the assigned QPSA will be available to the DSS office based on the needs of DSS and available funding.
  3. Review referral information, including screening information, received from DSS.
  4. Comply with all privacy and security laws, rules and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) and 42 CFR Part 2 and obtain and maintain appropriate, voluntary, knowing signed consent when necessary.
  5. For individuals referred for assessment, conduct a Comprehensive Substance Abuse/Co-Occurring Mental Health Disorder Comprehensive Clinical Assessment utilizing the SUDDS 5 or alternative evidence-based assessment instrument approved by DMH/DD/SAS and MCO.
  6. Have assessments performed by a clinician registered with the North Carolina Substance Abuse Professional Practice Board (“NCSAPPB”) as a Licensed Clinical Addictions Specialist (“LCAS”) or LCAS-Associate or a clinician licensed by another N.C. behavioral health professional licensing board whose scope of practice includes substance use; this individual shall also be registered with the NCSAPPB. The other Initiative functions may be performed by an unlicensed qualified substance use professional. These two primary functions may be performed by the same individual or different individuals.
  7. Have the assessment determine if referred individuals meet the criteria for a substance use diagnosis and the Work First Network Provider shall refer and link individuals for substance use, mental health treatment or prevention services as indicated by the assessment.
  8. Advise the DSS worker in writing of the assessment outcome/treatment recommendations within twenty five (25) days of the client’s Food and Nutrition Services application or within forty (40) days of the client’s application for Work First.
  9. Advise the DSS worker of assessment results/treatment recommendations for emergency Food and Nutrition Services referrals within four (4) days of the client’s application for food stamps.
  10. Provide tracking, monitoring, and reporting including the following:
    - a. Written communication regarding assessment results (whether or not client is recommended for treatment and level of treatment recommended). Work First Network Provider will also advise DSS of assessment no shows.
    - b. For patients enrolled with Work First Network Provider, Work First Network Provider shall report successful and unsuccessful discharges from treatment as determined through monthly compliance monitoring shall be reported in writing to DSS. Work First Network Provider shall, in collaboration with DSS,

establish process for collecting information related to treatment compliance and discharge from treatment provider when that provider is not the Work First Network Provider.

11. Confer with DSS regarding treatment recommendations, provide case consultation and/or participate in case reviews or interagency staffings with DSS staff as indicated.
  12. Provide on-going collaboration and consultation regarding decisions affecting substance use disorder treatment outcomes, mental health outcomes, or child safety concerns.
  13. Bill all first and third party payers, including private insurance and available state and Medicaid funding, for Initiative services when clients meet eligibility requirements.
  14. Inform Eligible Individuals about the method of payment for substance use or mental health treatment in the event that an Eligible Individual must bear any of the cost.
  15. Offer substance use training to DSS staff as indicated or requested in order to increase the capacity of the DSS workers' effectiveness in screening and working with substance abusing individuals. Initial training on the screening process and the Initiative will be provided jointly by DSS and the Work First Network Provider.
- C. Reimburse the Work First Network Provider for appropriate services delivered in accordance with contract requirements and within available funding allocated for the Initiative by DMH/DD/SAS.
- D. Provide oversight and monitoring of the Work First Network Provider contracted for the Initiative.
- E. Designate an MCO staff member to act as a liaison for the Initiative.

**VI. OBLIGATIONS OF DSS—DSS shall:**

- A. Explain to the parent/caretaker the nature of the Initiative including voluntary consent, DSS requirements including services eligibility, how assessment and treatment information will be utilized by DSS, and informational session and/or assessment process and services provided by the Work First Network Provider.
- B. Secure appropriate signature(s) on the approved release of confidential information form when the parent/caretaker consents to the referral, explain the type of information to be disclosed and ensure that the parent/caretaker initials each category of information s/he is willing to have the Work First Network Provider disclose.
- C. Administer the AUDIT and the DAST-10 to all Work First Program specific applicants in accordance with DSS Work First state policy (WFB 104). If neither the AUDIT or DAST-10 reveal a substance use issue, the Behavioral Health Indicator Checklist will be completed based on the observation of the DSS worker. If an applicant agrees to a voluntary mental health screening, the Emotional Health Inventory will be utilized by the DSS Work First Program staff.
- D. Refer (accompanied by the release of confidential information form) the following individuals to the Work First Network Provider:
  1. Work First and Food and Nutrition Services applicants and recipients who have been convicted of a Class H or I felony in North Carolina.
  2. Work First applicants and recipients who have received a confirmatory positive substance use test for education regarding substance use disorder treatment, services, and resources.
  3. Work First applicants and recipients that meet or exceed the minimum acceptable score on the AUDIT or DAST-10 for further assessment or informational sessions per policy.
  4. Work First applicants and recipients that request mental health services.
  5. CPS involved individuals who have a substantiated CPS case or who have been found in need of CPS services where the case includes substance use.
- E. Consider including QPSAs in any Child and Family Teams or in multidisciplinary meetings that involve planning with mutual applicants and recipients.
- F. Involve DMH/DD/SAS in planning and policy discussions on issues that impact the mutual population that NC DSS serves.
- G. Share research of federal and state law and policy that will affect DMH/DD/SAS and NC DSS collaboration in serving mutual populations.
- H. Collaborate with the QPSA assigned to the case in order to support the provision of care coordination and case management/case support services to access services recommended by the QPSA, when indicated.
- I. When indicated, include substance use recommendations in the Case Plan and/or Mutual Responsibility Agreement.
- J. When indicated, base eligibility for DSS services or continuation of services on client compliance with participating in the assessment and treatment process, including continued treatment participation until the client completes treatment or it is determined by mutual agreement between DSS and the Work First Network Provider that the Initiative case will be closed.
- K. Notify the Work First Network Provider in writing within ten (10) calendar days of any change that may affect the case.



**Attachment D**

- L. Ensure that the substance use assessment results are not used to determine substantiation of a CPS referral/ investigation.
- M. Designate a staff person to serve as a liaison under this Agreement.
- N. DSS shall schedule appointments for Eligible Individuals and coordinate planning for child care and transportation.
- O. DSS shall establish process in collaboration with Work First Network Provider for collecting information related to treatment and discharge when client receives treatment from a provider other than the Work First Work First Network Provider.

**VII. TERMS AND TERMINATION:**

- A. This Agreement shall be in effect as of July 1, 2020, and unless earlier terminated, shall terminate June 30, 2021.
- B. This Agreement may be amended or terminated upon mutual agreement of both Parties, or terminated by any Party with thirty (30) days prior written notice to the other Party.

**VIII. MISCELLANEOUS PROVISIONS:**

- A. E-Verify. DSS shall comply with the requirements of Article 2 of Chapter 64 of the State of North Carolina General Statutes. Further if DSS utilizes a subcontractor(s) of any tier, DSS shall require its subcontractor(s) of any tier to comply with the requirements of Article 2 of Chapter 64 of the State of North Carolina General Statutes.
- B. Independent Contractor. The Parties to this Agreement are independent contractors, and their relationship shall not be construed to be a partnership, agency, joint venture, franchise, or employment relationship.
- C. Assignment and Subcontracting. Neither Party shall have the right to assign, subcontract or further delegate its obligations hereunder without the prior written consent of the other Party.
- D. Entire Agreement; Modification. This Agreement and any attachments constitute the entire agreement between the Parties and supersede all prior agreements and understandings, oral or written, with respect to the subject matter hereof. This Agreement may be changed only by an agreement in writing signed by an authorized representative of each Party.
- E. Invalid Provisions; Severability. Any provision of this Agreement which is determined by a court of competent jurisdiction to be prohibited, unenforceable, or not authorized shall be ineffective to the extent of such prohibition, unenforceability, or non-authorization without invalidating the remaining provisions hereof or affecting the validity, enforceability, or legality of such provision. In such case, such determination shall not affect any other provision of this Agreement, and the remaining provisions of this Agreement shall remain in full force and effect. If any provision or term of this Agreement is susceptible to two or more constructions or interpretations, one or more of which would render the provision or term void or unenforceable, the Parties agree that a construction or interpretation which renders the term or provision valid shall be favored.
- F. Waiver of Breach. No covenant, term, condition, or undertaking contained in this Agreement may be waived except by the explicit written agreement of the Parties. Forbearance or indulgence in any other form by either Party in regard to any covenant, condition or undertaking to be kept or performed by the other Party shall not constitute



- a waiver thereof, and until complete satisfaction or performance of all such covenants, conditions, and undertakings have been satisfied, the other Party shall be entitled to invoke any remedy available under the Agreement, despite any such forbearance or indulgence. The waiver by either Party of a breach of any of the provisions of this Agreement by the other Party shall not be construed as a continuing waiver of such provision, or as a waiver of any subsequent breach by the breaching Party.
- G. Governing Law; Construction. This Agreement has been accepted and performed in the state of North Carolina. This Agreement and the rights and obligations of the Parties hereto shall be construed under and governed by the laws of the State of North Carolina, without giving effect to principles of conflict of laws. Both Parties have consulted with counsel of its choice, or has been afforded the opportunity to consult with such counsel and has declined to do so, in the negotiation and preparation of this Agreement. This Agreement has been prepared by counsel for MCO as a convenience to the Parties, and, therefore, no provision of this Agreement, whether unclear, ambiguous, or otherwise, shall be construed adversely to MCO merely by virtue of the fact of its preparation by counsel for MCO.
- H. Indemnification. Each Party agrees that it will be responsible for its own acts and the results thereof and shall not be responsible for the acts of the other Party and the results thereof. Each Party therefore agrees that it will assume all risk and liability to itself, its agents or employees for any injury to persons or property resulting in any manner from the conduct of its own operations and the operations of its agents or employees under this Agreement, and for any loss, cost, or damage caused thereby during the performance of this Agreement.
- I. No Third-Party Beneficiaries. Nothing in this Agreement shall be construed as creating or justifying any liability, claim, or cause of action, however alleged or arising, by any third party against the MCO or DSS.
- J. Headings. The section headings used herein are for reference and convenience only, and shall not affect the meaning, construction, or interpretation of this Agreement.
- K. Notices. Any notice, request, demand, or other communication required or permitted hereunder shall be in writing and shall be deemed to have been duly given when received if personally delivered and when transmitted if transmitted by confirmed facsimile transmission, electronic mail, or similar electronic transmission method, by overnight courier, or by registered or certified mail, postage prepaid, return receipt requested, to the receiving Party at the following address:

Vaya Health MCO  
Attention: Contracts  
200 Ridgefield Court, Suite 206  
Asheville NC 28806

Macon County Department of Social Services  
ADDRESS: Lakeside Gov't Complex 1832 Lakeside Dr.  
CITY/STATE/ZIP: Franklin, NC 28734

Receipt of such notice shall be deemed effective one working day after it is sent if sent by recognized express mail, and two business days after it is sent if sent by first class certified mail, return receipt requested, with postage prepaid.

- L. Iran Divestment Certification. By signing below, Contractor certifies and attests that neither it nor its subcontractors are listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. Chapter 147, Article 6E.
- M. E-Verify. By signing below, Contractor certifies and attests that Contractor shall comply with the requirements of Article 2 of Chapter 64 of the State of North Carolina General Statutes. Further if Contractor utilizes a subcontractor(s) of any tier, Contractor shall require its subcontractor(s) of any tier to comply with the requirements of Article 2 of Chapter 64 of the State of North Carolina General Statutes.
- N. Authority to Bind Parties. The individuals signing this Agreement on behalf of the Parties represent and warrant they are empowered and duly authorized to bind the Party on whose behalf they are signing to this Agreement.
- O. Incorporation of Recitals. The recitals set forth above are an integral part of this Agreement and shall have the same contractual significance as any other language.
- P. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.
- Q. Signatures. This Agreement may be executed by facsimile or electronic signatures, which for all purposes shall be deemed to constitute originals.

DocuSigned by:  
Brian Ingraham 6/29/2020  
Vaya Health MCO \_\_\_\_\_ Date  
Chief Executive Officer

DocuSigned by:  
R. Patrick Betancourt 6/29/2020  
Director \_\_\_\_\_ Date  
Macon County Department of Social Services

**APPENDIX A****§ 108A-29.1. Drug screening and testing for Work First Program applicants and recipients.**

- (a) The Department shall require a drug test to screen each applicant for or recipient of Work First Program assistance whom the Department reasonably suspects is engaged in the illegal use of controlled substances. The Department shall provide notice of drug testing to each applicant or recipient. The notice shall advise the applicant or recipient that drug screening, and testing if there is reasonable suspicion that an individual is engaged in the illegal use of controlled substances, will be conducted as a condition of receiving Work First Program assistance, and that the results of the drug tests will remain confidential and will not be released to law enforcement. Dependent children under the age of 18 are exempt from the requirements of this section. The Department shall require the following:
- (1) That for two-parent households, both parents comply with the requirements of this section.
  - (2) That any teen parent who is emancipated pursuant to Article 35 of Chapter 7B of the General Statutes complies with the requirements of this section.
  - (3) That each applicant or recipient be advised before drug testing that he or she may inform the agent administering the test of any prescription or over-the-counter medication he or she is taking.
  - (4) That each applicant or recipient being tested signs a written acknowledgement that he or she has received and understood the notice and advice provided under this subsection.
  - (5) That each applicant or recipient who fails a drug test understands that he or she has the right to take one or more additional tests at his or her own expense.
  - (6) That each applicant or recipient who fails a drug test be provided with information regarding substance abuse, substance abuse counseling, and substance abuse treatment options, including a list of substance abuse treatment programs that may be available to the individual.
- (b) An applicant or recipient who tests positive for controlled substances as a result of a drug test required under this section is ineligible to receive Work First Program assistance for one year from the date of the positive drug test except as provided in subsections (b1) and (b2) of this section. The individual may reapply after one year. However, if the individual has any subsequent positive drug tests, the individual shall be ineligible for benefits for three years from the date of the subsequent positive drug test unless the individual reapplies pursuant to subsection (b1) or (b2) of this section.
- (b1) An applicant or recipient deemed ineligible under subsection (b) of this section may reapply for Work First Program assistance after the expiration of 30 days from the date of the positive drug test if the individual can document either the successful completion of or the current satisfactory participation in a substance abuse treatment program offered by a provider under subsection (e) of this section and licensed by the Department. The applicant or recipient who reapplies for Work First Program assistance after successful completion of a substance abuse program shall pass a drug test. The cost of any drug testing and substance abuse program provided under this subsection shall be the responsibility of the individual being tested and receiving treatment. An applicant or recipient who reapplies for Work First Program assistance pursuant to this subsection may reapply one time only.
- (b2) An applicant or recipient deemed ineligible under subsection (b) of this section may reapply for Work First Program assistance after the expiration of 30 days from the date of the positive drug test if a qualified professional in substance abuse or a physician certified by the American

Society of Addiction Medicine determines a substance abuse program is not appropriate for the individual and that individual has passed a subsequent drug test. The cost of any drug testing provided under this subsection shall be the responsibility of the individual being tested. An applicant or recipient who reapplies for Work First Program assistance pursuant to this subsection may reapply one time only.

- (c) The children of any applicant or current recipient shall remain eligible for benefits, and these benefits shall be paid to a protective payee pursuant to G.S. 108A-38.
- (d) The Social Services Commission shall adopt rules pertaining to the testing of applicants and recipients under this section. The Social Services Commission shall adopt rules pertaining to the successful completion of, or the satisfactory participation in, a substance abuse treatment program under subsection (b1) of this section, including rules regarding timely reporting of completion of or participation in the substance abuse treatment programs.
- (e) Area mental health authorities organized pursuant to Article 4 of Chapter 122C of the General Statutes shall be responsible for administering the provisions of this section.
- (f) Repealed by Session Laws 2013-417, s. 4, as amended by Session Laws 2014-115, s. 66 (c), effective March 1, 2015.
- (g) For the purposes of this section, reasonable suspicion that an applicant for, or recipient of, Work First Program assistance is engaged in the illegal use of controlled substances may be established only by utilizing the following methods:
  - (1) A criminal record check conducted under G.S. 114-19.34 that discloses a conviction, arrest, or outstanding warrant relating to illegal controlled G.S. 108A-29.1 Page 3 substances within the three years prior to the date the criminal record check is conducted.
  - (2) A determination by a qualified professional in substance abuse or a physician certified by the American Society of Addiction Medicine that an individual is addicted to illegal controlled substances.
  - (3) A screening tool relating to the abuse of illegal controlled substances that yields a result indicating that the applicant or recipient may be engaged in the illegal use of controlled substances.
  - (4) Other screening methods, as determined by the Social Services Commission under subsection (d) of this section.
- (h) Child only cases shall be exempt from the requirements of this section. (1997-443, s. 12.8; 2009-489, s. 13; 2013-417, s. 4; 2014-115, s. 66(c).)

**G.S. 108A-25.2 Exemption from limitations for individuals convicted of certain drug-related felonies.**

Individuals convicted of Class H or I controlled substance felony offenses in this State shall be eligible to participate in the Work First Program and food stamp program:

- (1) Six months after release from custody if no additional controlled substance felony offense is committed during that period and successful completion of or continuous active participation in a required substance abuse treatment program determined appropriate by the area mental health authority; or
- (2) If not committed to custody, six months after the date of conviction if no additional controlled substance felony offense is committed during that period and successful completion of or continuous active participation in a required substance abuse treatment program determined appropriate by the area mental health authority.

A county department of social services shall require individuals who are eligible for Work First Program assistance and food stamp benefits pursuant to this section to undergo substance abuse treatment as a condition for receiving Work First Program or food stamp benefits, if funds and programs are available and to the extent by federal law.

Participant's Name \_\_\_\_\_

**Notification of Family Violence Option**

Family violence is defined a verbal, sexual, emotional, psychological and/or physical abuse between or among family members or intimate partners. You may be a victim of abuse if someone is:

- Keeping you isolated
- Making you feel like a prisoner
- Threatening or scaring you
- Taking control over your life
- Shaming or belittling you
- Forcing you into sexual acts
- Hitting, slapping, kicking, choking or in any way hurting you physically

**Any disclosure of family abuse is voluntary.**

The purpose of this notice is to inform you about possible abuse and let you know there is community support to help you with this situation. If you decide not to tell me today, you can change your mind at any time, and tell me or someone else.

**Disclosure of family abuse is confidential.**

However, as required by law, if there is evidence of children being abused, a report will be made to a child protective services agency.

**Work First Participants**

Work First provides participants with employment assistance, child care, transportation and, if necessary cash assistance. In order to receive cash assistance Work First Program participants subject to the work requirement are required, among other things, to go to work or participate in work activities.

If working, looking for a job, or going to school or job training may put you or your family in danger of physical, emotional, or sexual abuse, you may be eligible for a temporary waiver of one or more Work First requirements after further assessment and development of a safety plan.

I have read and understand the above \_\_\_\_\_ Date \_\_\_\_\_  
Work First Participant

I have explained the above information \_\_\_\_\_ Date \_\_\_\_\_  
Worker

Would you like to speak to someone further about abuse in the family? \_\_Yes \_\_No

Distribution:  
Original in case file  
Copy to participant



## **RE: Memorandum of Understanding**

The Southwestern Workforce Development Board, with the agreement of the Chief Elected Official, shall develop and enter into this Memorandum of Understanding between the Southwestern Workforce Development Board and the Southwestern NCWorks One-Stop Partners under the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128, concerning the operation of the One-Stop delivery system with the Southwestern Local Area, to include Haywood, Jackson, Macon, Swain, Clay, Graham, and Cherokee Counties.

### **I. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities of each One-Stop Partner as mutually agreed by the parties for the operation of the One-Stop Delivery System in the Local Workforce Development Board (LWDB) area as required under the Workforce Innovation and Opportunity Act, Section 121(c).

WIOA requires local boards in each local area, with the agreement of the chief local elected officials, to establish a One-Stop Delivery System and conduct oversight of that system.

WIOA Section 121(c) requires that each LWDB area, with the agreement of the Area's Chief Elected Official (CEO), develop and enter into a memorandum of understanding between the local Board and the One-Stop Partners, with all the entities that serve as partners in the One-Stop Delivery System that operates in each LWDB's local area. (WIOA Section 121 (b)(1)(A)(iii).

### **II. Required One-Stop Partners WIOA 121 (b)(1)(B)**

- a. Programs authorized under Title I Adult, Dislocated Workers, and Youth
  - *Southwestern Workforce Development Board*
  - *Oconaluftee Job Corps*
  - *Lyndon B. Johnson Job Corps*
  - *Not Applicable: National Farmworkers Jobs Programs and Native American Programs*
- b. Programs authorized under the Wagner-Peyser Act
  - *North Carolina Division of Workforce Solutions (DWS)*
- c. Adult education and literacy activities authorized under title II.
  - *Haywood Community College*
  - *Southwestern Community College*
  - *Tri-County Community College*
- d. Programs authorized under title I of the Rehabilitation Act of 1973
  - *North Carolina Vocational Rehabilitation (VR)*



- *NC Division of Services for the Blind*
- e. Activities authorized under title V of the Older Americans Act of 1965
  - *State of Franklin*
- f. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006
  - *Haywood Community College*
  - *Southwestern Community College*
  - *Tri-County Community College*
- g. Activities authorized under chapter 2 of title II of the Trade Act of 1974
  - *North Carolina Division of Workforce Solutions (DWS)*
- h. Activities authorized under chapter 41 of title 38, United States Code: Job Counseling, Training, and Placement Service for Veterans
  - *North Carolina Division of Workforce Solutions (DWS)*
- i. Programs authorized under section 212 of the Second Chance Act of 2007 (Reentry Employment Opportunities [REO])
  - *Not applicable in the Southwestern Workforce Local Area*
- j. Employment and training activities carried out under the Community Services Block Grant Act
  - *Macon Program for Progress*
  - *Mountain Projects*
- k. Employment and training activities carried out by the Department of Housing and Urban Development;
  - *Not applicable in the Southwestern Workforce Local Area*
- l. Programs authorized under State unemployment compensation laws
  - *North Carolina Department of Commerce-Division of Employment Security (DES)*
- m. Programs authorized under section 212 of the Second Chance Act of 2007; and
  - *Not applicable in the Southwestern Workforce Local Area*
- n. Programs authorized under part A of title IV of the Social Security Act: Temporary Assistance For Needy Families
  - *Haywood County Department of Social Services-Work First*
  - *Cherokee County Department of Social Services-Work First*
  - *Jackson County Department of Social Services-Work First*
  - *Macon County Department of Social Services-Work First*
  - *Swain County Department of Social Services-Work First*
  - *Clay County Department of Social Services-Work First*
  - *Graham County Department of Social Services-Work First*

### III. Roles and Responsibilities WIOA Section 121 (b)(1)(A)

Each required partner(s) of the One-Stop Delivery System shall:

- a. Provide both in-person and virtual services/access through the One-Stop Delivery System, to include: providing career services, eligibility determination, outreach, initial assessments, labor market information, job search resources, recruitment and retention support to businesses, job getting and/or education referrals, a job listing system (ncworks.gov), training provider information, local area career center(s) and US DOL performance, supportive services information where funding is available,

financial aid assistance, career planning, and financial literacy, while also addressing the needs of those with barriers to employment (**See Attachment D**) that are applicable to the program or activities available at the One-Stop Centers (Southwestern NCWorks Career Centers); (**See Attachment A: Services and Processes**)

- b. Use a portion of the funds available for the program and activities to maintain the One-Stop Delivery System, including payment of the infrastructure costs of the One-Stop Centers (Southwestern NCWorks Career Centers);
- c. Enter into a local Memorandum of Understanding (shown by signature on this document) with the Southwestern Workforce Development Board, relating to the operation of the One-Stop Delivery System in Region A;
- d. Participate in the operation of the One-Stop Delivery System, consistent with the terms of this Memorandum of Understanding, the requirements of WIOA, and the requirements of the Federal laws authorizing the program or activities.
- e. Use a common One-Stop Delivery System identifier (in North Carolina this is the NCWorks Career Centers)

#### **IV. Costs of Services**

- a. Infrastructure cost budget is in Attachment F, Infrastructure Funding Agreement.
- b. All One-Stop partners are identified in Section I of this MOU.
- c. Any necessary modifications will be done at the State level
- d. The process to reach consensus for the IFA is done at the State level
- e. The Southwestern Local Area will follow TEGL 17-16, Section 10, Steps 1 – 3, in the event consensus cannot be reached among local partners (where applicable) to resolve issues related to infrastructure funding.

#### **V. Funding Definitions**

- a. Cash and In-Kind for Ongoing One-Stop Delivery System Operation
  - ✓ Staff time career guidance/counseling in the resource area.
  - ✓ Staff time to assist with recruitment events and/or job fair
  - ✓ Provision of copy paper, pens, pencils, notebooks, etc.
  - ✓ Staff assistance to administer job getting workshops
- b. Infrastructure Costs One-Stop Centers
  - ✓ The funds provided under this paragraph by each One-Stop Partner shall be provided only from funds available for the costs of administration under the program administered by such partner and shall be subject to the program's limitations with respect to the portion of funds under such program that may be used for administration. Where applicable, the NCWorks Career Center(s) in the Southwestern may provide desk space, and use of equipment such as phone, printer, copier, fax to partner agency staff, through a cost-sharing

agreement. This does not include partner staff salaries, benefits, travel, and long-distance telephone costs. **(Examples included in Attachment B)**

- ✓ The Southwestern Infrastructure Funding Agreement (IFA) **Attachment F** is a required component of this MOU and not a separate document. (non-personnel cost covered in IFA)
- c. Contribute to resource sharing as the means to sustain integrated service delivery as required by the local One-Stop System offering universal access to employment and training programs. **See Attachment C: Resource Sharing Agreement.**

## **VI. Methods of Referrals**

Refer individuals between the One-Stop Operator and the One-Stop Partners for appropriate services and activities:

- a. Both business and job seeker customers need to access One-Stop System services that provide them with the optimum utilization of available partner and community resources and lead to successful outcomes.
- b. Staff work to connect customers as quickly as possible to partners through referral processes that are impartial and designed to meet the customer's individual needs rapidly and efficiently. These methods of referral include a coordinated and integrated approach to common intake procedures, career services, business services, and data sharing among system partners.
- c. Referrals must include the assurance that individuals with barriers to employment, including individuals with disabilities, are addressed in the provision of necessary and appropriate access to services, including access to technology and materials, made available through the One-Stop Delivery System. **(See Attachment D)**

## **VII. Certification and Continuous Improvement**

The Parties herein shall comply with established Certification and Continuous Improvement Criteria established by the State board, in consultation with Chief Elected Officials and local boards. The objective criteria and procedures for use by local boards in assessing at least once every 3 years the effectiveness, physical and programmatic accessibility in accordance with section 188, if applicable, and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), and continuous improvement of One-Stop centers and the One-Stop delivery system. (See North Carolina's, [NCWorks Career Center Certification Criteria](#)) The Southwestern Local Area Career Centers received full Certification, May 2019 to successfully fulfill the 3 year assessment requirements.

## **VIII. Performance and Accountability**

Each partner is responsible for ensuring that its legislated programs, services, and activities are provided in the One-Stop Center in accordance with the goals, objectives and performance measures of the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128 and regulations. Each partner agrees to work to support the achievement of WIOA and One-Stop Performance Measures. **(See Attachment E: Joint Responsibilities)**

## **IX. Confidentiality of Information**

Exchange of information among partners is encouraged and expected. Exchanged information shall remain private and confidential in accordance with the most restrictive

confidentiality requirements of any of the partners collecting, receiving, or sharing information. Each partner agrees to collect and share information necessary to track the performance of the One-Stop Center in accordance with provisions of the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128 and accompanying regulations.

**X. Monitoring and Oversight**

The Chief Elected Official, the Workforce Development Board, the Division of Workforce Solutions, United States Department of Labor, and local area administrative entity have the right to monitor activities under this MOU to ensure performance goals are being maintained, and that the MOU terms and conditions are being fulfilled. The partners shall permit on-site visits and reviews by the above-mentioned agencies or their designee.

**XI. Disputes**

The parties shall first attempt to resolve any disputes informally. Any party shall call a meeting of the partners to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred to the Chair of the local Workforce Development Board who shall place the dispute upon the agenda of a regular or special meeting of the Board's Executive Committee. The executive committee shall attempt to mediate and resolve the dispute. Finally, if the Executive Committee's resolution efforts fail, any party may file a grievance in accordance with agreed upon WIOA grievance procedures.

**XII. Duration**

This MOU shall remain in effect until terminated by the repeal of the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128, or otherwise by action of law.

Any party may withdraw from this MOU by giving written notice of intent to withdraw at least 60-calendar days in advance of the effective withdrawal date. Notice of withdrawal shall be given to all parties at the addresses shown within this MOU, and to the contact persons so listed, considering any information updates received by the parties.

Should any One-Stop Partners withdraw, this MOU shall remain in effect with respect to the remaining Partners until a new MOU is executed or the end of the current federal program year (July through June).

The Workforce Development Board reserves the right to terminate the participation of any partner upon 60-days notice if the partner's actions are inconsistent with the terms and conditions of this memorandum of understanding.

This memorandum shall be reviewed not less than once every 3-year period to ensure appropriate funding and delivery of services. [WIOA 121]

**XIII. Modification and Assignment**

This MOU may be modified at any time by written agreement of the parties. Assignment of responsibilities under this MOU by any of the parties shall be effective upon written notice to the other parties. Any assignee shall also commit in writing to the terms of this MOU. Such other provisions, consistent with the requirements of this title, as the parties to the agreement determine to be appropriate.

**Attachment F****Attachment A****SERVICES AND PROCESSES Southwestern Local  
Area NCWorks One-Stop System**

Under WIOA, the One-Stop Career Centers are measured by their effectiveness, accessibility, and continuous improvement as it relates to their ability to achieve negotiated performance levels, integrate available services, and meet the workforce development and employment needs of the local employers and job seekers. All services and processes are integrated with co-enrollment to benefit customers occurring wherever applicable; delivered in-house and/or virtually; and are transparent/seamless to customer.

These shared services are common to all core partner programs in the One-Stop and include:

**Intake** – Application/Sign-in/Registration with the MIS system, [www.ncworks.gov](http://www.ncworks.gov)

**Connection to Career Services** - Appropriate Customer-centered/Customer-driven portfolio of Services/Resources that may occur in-person and/or virtually including:

- Outreach, Intake and Orientation
- Initial Assessment
- Labor Exchange Services
- Eligibility for Services
- Referrals to Job-Getting Programs & Services
- Performance and Cost Information
- Information on Unemployment Insurance
- Financial Aid Information
- Follow-up Services

Additionally, One-Stops and partners must provide appropriate services for individuals to obtain or retain employment. These services include, but are not limited to:

- Individual Employment Plan (IEP)
- Career Planning and Counseling
- Comprehensive Assessments
- Short-Term Prevocational Services
- Internships and work experience including transitional jobs and industry partnerships
- Workforce Preparation
- Out-of-Area Job Search
- English Language Acquisition
- Financial Literacy

**Connection to Training Services** - for dislocated workers and other eligible job seekers who are unable to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career

services.

These services include:

- Occupational Skills Training
- On-the-Job Training
- Programs that Combine Workplace Training with Related Instruction
- Training Programs (operated by the private sector)
- Apprenticeship(s)
- Skills Upgrading and Retraining
- Entrepreneurial Training
- Job Readiness Training (provided in combination with another training service)
- Adult Education and Literacy Activities
- Customized Training for Employers Who Commit to Hiring (in partnership with community colleges)

**Comprehensive Youth Services** - The Workforce Innovation and Opportunity Act substantially enhances youth programming and places greater emphasis on comprehensive, year-round youth services for out-of-school youth.

The youth program elements include:

- Tutoring, Study Skills Training, Instruction, and Evidence Based Drop Out Prevention and Recovery Strategies
- Alternative Secondary School Services, or dropout recovery services, as appropriate
- Paid and Unpaid Work Experiences (including summer employment opportunities)
- Occupational Skills Training
- Education offered concurrently with, and in the same context as workforce preparation activities
- Leadership Development Opportunities
- Supportive Services
- Adult Mentoring
- Follow-up Services
- Comprehensive Guidance and Counseling
- Financial Literacy Education
- Entrepreneurial Skills Training
- Services that provide labor market and employment information
- Activities that help youth prepare for and transition to post-secondary education and training.

**Business Engagement** – Develop relationships to learn and resolve human capital needs

- Articulate available services and partner as the One-Stop system, e.g., work-based Learning, On-the-Job Training, placement, succession planning, clinical sites, internships, recruitment events, work opportunity tax credit, bonding, apprenticeships

## **Attachment F**

### **Attachment B**

#### **ONE-STOP DELIVERY SYSTEM INFRASTRUCTURE COSTS BY ITEM Southwestern Local Area NCWorks Career Centers**

##### **Facilities/Equipment**

- Rent
- Utilities
- Insurance
- Computers (including tablets, laptops, and Wi-Fi), copiers, overhead projectors – purchase/lease, maintenance, and replacement
- Maintenance and repair of the physical facilities – centers, affiliates, and connection sites
- Staff break room related – water, coffee, microwaves, refrigerators (new and when kitchen appliances break down)
- Signage and identifier costs
- Security personnel and/or systems

##### **IT Costs**

- IT personnel/contracted services to develop/support/maintain/host the technology-based site
- Cost for data storage, email system maintenance, additional web pages for special events; local/regional intranet
- Software/hardware and licensing subscriptions for resource and meeting rooms
- EO Compliance (ADA equipment – interpreters, assistive technology, etc.)

##### **Basic Career Services**

- Intake
- Delivery/interpretation of needs assessments and skills appraisals
- Staffing of resource rooms, including delivery of workshops
- Career and aptitude assessment products
- Referral to other partners

##### **Customer Outreach**

- Outreach to customers – may be shared communication and/or community outreach personnel
- Advertising for special events and outreach and marketing strategies (e.g., phone book listing)
- One-stop operator costs including printed and digital collateral costs and support for other system-wide costs such as banners for larger, multi-site events

##### **Miscellaneous**

- Dues, fees, subscriptions, and licenses for professional association memberships, journals, etc.
- One-stop system personnel and other personnel who carry out the professional development, management or coordination needs of the system or center. Examples: reception, center management, local Board staff, One-Stop Operator, Trainers, etc.



**Attachment F**~~Attachment C~~**RESOURCE SHARING AGREEMENT  
Southwestern Local Area NCWorks Career Centers**

The Southwestern Local Area NCWorks Career Center(s) partners signing the Memorandum of Understanding agree to jointly contribute to integrated service delivery as a local One-Stop system offering universal access to employment and training programs. In order to carry out this commitment, each partner agrees to:

- The Workforce Board appointed Career Center Manager, manages the NCWorks Career Center facility. NCWorks services will be developed and coordinated through the center integrated service delivery (ISD) leadership team;
- Where applicable, the NCWorks Career Center(s) in Region A may provide desk space, and use of equipment such as phone, printer, copier, fax to partner agency staff, through a cost-sharing agreement. This does not include partner staff salaries, benefits, travel, and long-distance telephone costs;
- Make available to customer's core services, applicable to the partner's programs directly from the NCWorks Career Center, at an associated network site, and/or virtually;
- Provide staff as available to assist customers in the services provided in the NCWorks Career Center, and/or through virtual engagement;
- Share materials, supplies, and resources, including those for infrastructure costs;
- Publicly support the mission, goals and development of the NCWorks One-Stop System;
- Acknowledge and respect the policies and procedures of each partner agency;
- Share access to all employment, career planning, and training programs through the integrated service delivery model (i.e., sharing of individual employment plan, with client consent) where requested;
- Share information that will mutually benefit partners and clients about services that are available and/or have been provided, and will maximize electronic sharing of this data when possible, maintaining necessary confidentiality; (i.e., sharing of individual information with client consent);
- Provide cross-training to NCWorks Career Center Staff and Partners to more effectively deliver services in and about the NCWorks One-Stop system;
- Participate in customer feedback and focus group surveys to determine that services are responsive to the needs of the community;

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- ✓ Participate in a process of program review to ensure continuous improvement in meeting the Southwestern Workforce Development Boards specified criteria, as well as the criteria to maintain center certification;
- ✓ All non-expendable goods purchased with Southwestern Workforce Development Board funds, as part of implementation or daily operations in the One-Stop, are the property of the Southwestern Jobs Training Consortium

**STRATEGIES TO MEET THE NEEDS OF INDIVIDUALS  
WITH BARRIERS TO EMPLOYMENT  
Southwestern Local Area NCWorks Career Centers**

Currently the Southwestern Workforce Development Board, the local area NCWorks Career Centers (One Stops) and One-Stop partners make referrals based on individual assessments to ensure that proper referrals are made and where applicable a team approach is taken to address the needs of individuals with barriers to employment. The NCWorks Career Centers are equipped with assistive technologies and monitoring of the one-stop is conducted on an annual basis by the Division of Workforce Solutions, Equal Opportunity Officer.

**Strategies:**

- Expand education and training options to help participant's access good jobs and advance in a career pathway.
  - Through individual assessments, correct referrals to appropriate agencies and/or education/training programs will be made, taking into consideration the evaluated barriers.
- Help disadvantaged and unemployed adults and youth earn while they learn through support services and effective employment-based activities.
  - Where applicable workforce partner agencies will provide support services and opportunities for work experience earn as you learn activities (i.e., WIOA work experience, Work-First, Internships, etc.)
- Align planning and accountability policies across core programs to support more unified approaches to serving low-income, low-skilled individuals.
  - Make sharing of priority of service policies a one-stop partner meeting agenda item at least every quarter during a program year to ensure services are consistent when assisting those with barriers to employment.

NOTE: WIOA Sec 3 (24-25) further defines individuals with barriers to employment as:

- (A) Displaced homemakers; (B) Low-income individuals; (C) Indians, Alaska Natives, and Native Hawaiians, as such terms are defined in section 166. (D) Individuals with disabilities, including youth who are individuals with disabilities. (E) Older individuals. (F) Ex-offenders.
- (G) Homeless individuals (as defined in section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2(6))), or homeless children and youths (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2))). (H) Youth who are in or have aged out of the foster care system. (I) Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers. (J) Eligible migrant and seasonal farmworkers, as defined in section 167(i). (K) Individuals within 2 years of exhausting lifetime eligibility under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.).
- (L) Single parents (including single pregnant women). (M) Long-term unemployed individuals.
- (N) Such other groups as the Governor involved determines to have barriers to employment.

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(25) INDIVIDUAL WITH A DISABILITY.-(A) IN GENERAL. -The term "individual with a disability" means an individual with a disability as defined in section 3 of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102). (B) INDIVIDUALS WITH DISABILITIES.- The term "individuals with disabilities" means more than 1 individual with a disability.

**Attachment F****JOINT RESPONSIBILITIES AGREEMENT  
Southwestern Local Area NCWorks Career Centers**

- Coordination of the delivery of career services for all NCWorks Career Center customers and activities including but not limited to greeting customers, staffing the resource area, referral to services, reception duties, employer engagement services;
- Each One-Stop Partner shall provide access to their programs or activities, including making available applicable career services at the One-Stop Center(s), virtually and/or at other appropriate locations. The result of bringing partners together in a single location to jointly administer programs is a blending and braiding of program expertise and resources and more effective leveraging of the system's existing resource to achieve outcomes for businesses and job seekers. (WIOA, section 134(c)(2))
- Active participation in activities and training related to operations of the NCWorks Career Center System. All partners will be committed to Career Center staff development and training. The employer of record of each partner agency will authorize, when possible, NCWorks Career Center staff to participate in appropriate NCWorks training opportunities;
- Coordinated integrated case management system for customers. (ie, Individual Employment Plans) Partners providing case management services (career planning and career counseling) advising participate in joint case management activities;
- Sharing the responsibility to market [www.ncworks.gov](http://www.ncworks.gov) to expose clients to all job postings and virtual recruitment opportunities; market [www.southwestern.org](http://www.southwestern.org) to expose both jobseekers and employers to current jobs postings, live recruitment events, and both local and state labor market information;
- Coordinate integrated services to employers/businesses to include the NCWorks System mission, services, and identify workforce needs;
- Participate in information sharing and cross-training to better assess and refer clients as needed;
  - In some cases, information such as unemployment data, federally protected substance abuse treatment data...etc.
- Compliance with NCWorks Career Center and individual agency policies and procedures regarding client confidentiality and data security;
- Agreement to use the NCWorks Career Center marketing material as available and applicable; (The NCWorks Career Center logo cannot be used on self-made marketing material without prior approval from the Southwestern Workforce Development Director as required by the Division of Workforce Solutions communications team.);
- Agreement to identify the One-Stop facility as the NCWorks Career Center when greeting customers personally and when answering the phone;
- Joint determination for method of service delivery and documentation of career and training services;
- Development or modification of work plans/schedules of staff located at the Region A NCWorks Career Center(s) to include career center responsibilities.

**PARTNER INFRASTRUCTURE FUNDING AGREEMENT (IFA)**  
**Southwestern Local Area NCWORKS Career Center**

**I. Purpose**

This Partner Infrastructure Funding Agreement (IFA) is entered by and between the Southwestern Workforce Development Board, and Region A NCWorks Partners. This IFA provides information on the shared infrastructure cost and/or in-kind arrangements. All partners to this IFA recognize that infrastructure and other additional costs are applicable to all required partners, as outlined in Section 121(b)(1)(B) of WIOA, whether they are physically located in the NCWorks Career Center or not. Each partner's contribution to these costs, however, may vary, as these contributions are based on the proportionate use and relative benefit received.

The sharing and allocations of infrastructure costs among NCWorks partners are governed by the Workforce Innovation and Opportunity Act (WIOA) Sec. 121(b), its implementing regulations, and the Federal Cost Principles contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR part 200 (Uniform Guidance).

Infrastructure costs are defined as non-personnel costs that are necessary for the general operation of the NCWorks Career Center, including: rental of the facilities, utilities and maintenance, equipment (including assessment related and assistive technology for individuals with disabilities), technology to facilitate access to the center, as well as many other infrastructure costs such as signage and supplies. NCWorks Career Center must share in additional costs which must include applicable career services and may include shared operating costs and shared services that are necessary for the general operation of the Career Center.

**II. Southwestern NCWorks System Infrastructure Budget**

*(\$289,159.19 NCWorks Career Center budget Appendix A)*

**III. Cost Allocation Methodology**

There is a two-tiered approach for determining infrastructure and additional cost for required WIOA Career Center partners using the Local Funding Mechanism (LFM). For Temporary Assistance for Needy Families (TANF), Community Services Block Grant (CSBG), and Senior Community Service Employment (SCSEP) programs, the LFM method uses a funding percentage cap of 1.5% to determine the agency's proportionate share of infrastructure and additional costs. The 1.5% is then distributed to workforce boards based on workforce service criteria outlined by each agency. Title IV, Vocational Rehabilitation (VR) and Carl D. Perkins Career and Technical Education, Title II Adult

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Education and Family Literacy Act (AEFLA) proportionate share is based on the number of VR and adult ed. clients that received services in the previous program year and documented in NC Works.

The LFM is used to negotiate appropriate contributions from each required partner that will be allocated to the Southwestern Workforce Development Board as outlined below. The two-tiered approach methodology does not include Division of Workforce Solutions (DWS) administered programs or Workforce Development Board (WDB) administered programs. For all other required partners with state agencies, infrastructure contributions will be transferred to DWS as a lump sum based on the LFM for the said agency. Once DWS receives funding from the State agency, DWS will distribute funding to the local area via the funding methodology set up for each State agency as outlined in the table below.

For required partners without a State agency, but which are federally funded, the LFM is used as well; however, this negotiation will vary per WDB and should be outlined in the table below. Not all federally funded required partners may administer programs in a WDB's Local Area. In that case, infrastructure cost sharing is not required.

For required partner programs administered by the DWS: Title III Wagner-Peyser Employment Services, Trade Adjustment Assistance (TAA), and Jobs for Veterans State Grants (JVSG), the cost sharing model is based on the grant employees' proportionate use of the NCWorks Career Center. DWS and WDB will pay a cost per employee housed in the center. The cost per employee will be based on the total infrastructure cost of the NCWorks Career Center, where applicable.

*(Please do not delete any of the partners from the table. If not applicable, please select N/A.)*

<b>WIOA Required Partners</b>	<b>Funding Methodology</b>
WIOA Title I: Adult, Dislocated Worker, and Youth formula programs	Proportionate use – cost per employee
WIOA Title I: Job Corps	Local negotiations or N/A
WIOA Title I: YouthBuild	Local negotiation or N/A
WIOA Title I: Native American programs	Local negotiation or N/A
WIOA I: National Farmworker Jobs Program (NFJP)	Local negotiation or N/A
WIOA Title III: Wagner-Peyser Act	Proportionate use – cost per employee



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Employment Service (ES) program	
WIOA Title III: Trade Adjustment Assistance (TAA) activities	Proportionate use – cost per employee
Jobs for Veterans State Grants (JVSG) programs	Proportionate share
Senior Community Service Employment program (SCSEP)	Local negotiations or NA or State-run programs: The Division distributes 1.5% of the federal funding to local workforce boards that support those counties covered by the SCSEP grant awarded to NC DHHS-Div. of Aging and Adult Services proportionally to the number of employment slots that county received in the award.
Unemployment Compensation (UC) programs	Based on Title I Dislocated Worker formula
Reentry Employment Opportunities (REO) programs (Second Chance Act of 2007)	Local negotiation or N/A
WIOA Title II: Adult Education and Family Literacy Act (AEFLA) program	A calculated amount per participant served is allocated based upon the number of AEFLA participants receiving staff assisted services at a WDB within each provider's service area.
Carl D. Perkins Career and Technical Education programs	A calculated amount per participant served is allocated based upon the number of CTE participants receiving staff assisted services at a WDB within each provider's service area.
WIOA Title IV: Vocational Rehabilitation (VR) Services program	Based on the number of VR clients with IPEs that received NCWorks service in the previous program year. Differences are reconciled in following program year.
Department of Housing and Urban Development Employment and Training programs	Local negotiation or N/A
Services for the Blind	Based on the number of VR clients with IEP's that received NCWorks service in the previous program year. Differences are reconciled in following program

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	year.
Community Services Block Grant (CSBG) programs	CSBG amount is based on 2017 survey of Community Action Agencies, the amount of awarded CSBG identified as being directed to employment screening was calculated. In aggregate, employment services accounted for 20% of the CSBG awards. 20% times the state maximum percent of 1.5% = amount to be awarded for infrastructure cost sharing. The amount for infrastructure cost sharing was allocated to counties/agencies based on each their allocation of CSBG funding.
Temporary Assistance for Needy Families (TANF) program	TANF Amount to distribute is determined by county(ies) coding (method of recording expenditures) to WFCBG for Employment Services in SFY 2016-17. The percentage of funding for each county of the total allocation of the TANF Work First County Block Grant (this funding provides dollars for Employment Services Funded with TANF) is applied to the coded expenditure amount.

For additional partners that are not required partners, funds are paid directly to the Local Area WDB based on the partner's proportionate use of the center as outlined in the table below.

*(Insert table for additional partners as applicable)*

**IV. IFA Modifications**

The partners recognize that modifications to the IFA may be necessary during the program year. Any authorized representative of a partner may make a written request for modification. In order to be valid, any modification to the IFA must be in writing, with a 30-day notice, signed, and sent to Southwestern Workforce Development Board. If Southwestern Workforce Development Board requests a modification, notice will be sent to the partner organization contact and address identified in Section V. IFAs shall be reviewed by all partners at least **once per** year as part of the WDB's Local Plan MOU update process. (If partners are unable to reach a consensus and resolve issues related to

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infrastructure funding during the duration of the MOU, partner contribution defaults to the State Funding Mechanism limits).

**V. Partner Infrastructure Contributions**

For required partners that have a State agency, required infrastructure cost will be transferred to DWS. DWS will then distribute the funds to each WDB based on the methodology agreed on between the agency and the NC Director's Council.

Where DWS needs to contribute funds to a WDB, they will issue a funding authorization for the amount owed which will allow the WDB to draw down those funds as they are needed and will work with the DWS planning unit to generate the Notice of Funds Availability (NFA) for the entire amount owed to that WDB. WDBs can draw the funds down as needed.

Where the WDB needs to contribute funds to DWS, DWS will issue an invoice, which will provide the required documentation and audit trail, to allow the WDB to draw down the funds and write a check to DWS. The local areas that owe DWS will be invoiced the amount owed and tracked for receipt by the DWS finance unit.

For partners cost sharing funds not distributed by the DWS, Southwestern Workforce Development Board will invoice Partner within 30 days of the signed MOU for infrastructure cost sharing effective July 1, 2021.

*(Please do not delete any of the partners from the table. If not applicable, please select N/A.)*

<b>NCWorks Partner</b>	<b>Infrastructure Total Share \$</b>	<b>Funded</b>	<b>In-kind</b>	<b>Payment</b>	<b>In-kind Description</b>	<b>Partner Contact (Name, Organization, Address, email and phone number)</b>
WIOA Title I: Adult, Dislocated Worker, and Youth formula programs;	\$48,604.26	N/A	N/A	N/A	N/A	<b>David Garrett,</b> Southwestern Workforce Development Board, 125 Bonnie Lane Sylva, NC 28779 828-586-1962.  <b>Arthur Phalo,</b> Lyndon B.

## Attachment F

						<p>Johnson Job Corp, 3170 Wayah Rd Franklin, NC 28734 828-524-1401</p> <p><b>Jerry Buschmann,</b> Oconaluftee Job Corp, 502 Oconaluftee Job Corp Rd Cherokee, NC 28719 828-497-5411</p>
WIOA Title I: Job Corps	N/A	N/A	N/A	N/A	N/A	N/A
WIOA Title I: YouthBuild	N/A	N/A	N/A	N/A	N/A	N/A
WIOA Title I: Native American programs	N/A	N/A	N/A	N/A	N/A	N/A
WIOA Title I: National Farmworker Jobs Program (NFJP)	N/A	N/A	N/A	N/A	N/A	N/A
WIOA Title III: Wagner-Peyser Act Employment Service (ES) program						<p><b>Jordan Whichard,</b> Chief Deput Secretary, NC Dept of Commerce. 301 North Wilmington Street Raleigh, North Carolina 27601-1058 (919) 814-4600, jordan.whichard@nccommerce.c</p>
WIOA Title III: Trade Adjustment Assistance (TAA) activities	\$218,598.93	N/A	N/A	N/A	N/A	

**Attachment F**

						om
Jobs for Veterans State Grants (JVSG) programs	N/A	N/A	N/A	N/A	N/A	N/A
Unemployment Compensation (UC) programs	\$16,795.00	N/A	N/A	N/A	N/A	<b>Jordan Whichard,</b> Chief Deput Secretary, NC Dept of Commerce. 301 North Wilmington Street Raleigh, North Carolina 27601-1058 (919) 814-4600, jordan.whichard@nccommerce.com
Senior Community Service Employment program (SCSEP)	\$0	N/A	N/A	N/A	N/A	<b>Marlene Vinson,</b> State of Franklin, 125 Brindle Street, Bryson City, NC 28713, stateoffranklin@aol.com
Reentry Employment Opportunities (REO) programs (Second Chance Act of 2007)	N/A	N/A	N/A	N/A	N/A	
WIOA Title II: Adult Education and Family Literacy Act (AEFLA) programs	\$434.00	N/A	N/A	N/A	N/A	<b>Gilda Rubio-Festa</b> Associate VP, College and Career Readiness, NC State Director, Adult Education, NC Community College System Office, 919-807-7132 <a href="mailto:rubiogfestag@nccommunitycolleges.edu">rubiogfestag@nccommunitycolleges.edu</a>

**Attachment F**

						<p><u>u</u></p> <p><b>Dr. Don Tomas,</b>                  SCC President,                  447 College Dr,                  Sylva NC 28779,                  d_tomas@southwesterncc.edu,                  (828) 339-4242;</p> <p><b>Dr. Shelly White HCC</b>                  President, 185                  Freedlander Dr.                  Clyde, NC                  28721,                  sywhite@haywood.edu, 828-627-4516;</p> <p><b>Dr. Donna Tipton-Rogers,</b>                  TCCC President,                  21 Campus Circle,                  Murphy, NC                  28906,  <a href="mailto:d_tipton@triccouthwesterncc.edu">d_tipton@triccouthwesterncc.edu</a>, 828-837-6810</p>
<p>Carl D. Perkins Career and Technical Education programs</p>	\$249.00	N/A	N/A	N/A	N/A	<p><b>Dr. Don Tomas,</b>                  SCC President,                  447 College Dr,                  Sylva NC 28779,                  d_tomas@southwesterncc.edu,                  (828) 339-4242;</p> <p><b>Dr. Shelly White HCC</b>                  President, 185                  Freedlander Dr.                  Clyde, NC                  28721,                  sywhite@haywood.edu, 828-627-4516;</p>

**Attachment F**

						<b>Dr. Donna Tipton-Rogers,</b> TCCC President, 21 Campus Circle, Murphy, NC 28906, <a href="mailto:dtipton@tricountycc.edu">dtipton@tricountycc.edu</a> , 828-837-6810
WIOA Title IV: Vocational Rehabilitation (VR) Services program	\$1334.00	N/A	N/A	N/A	N/A	<b>Pat Bland,</b> Western Regional Director Voc Rehab, <a href="mailto:pat.bland@dhhs.nc.gov">pat.bland@dhhs.nc.gov</a> , 828-433-2230
NC Division of Services for the Blind	\$1	N/A	N/A	N/A	N/A	<b>Cynthia Speight,</b> Director Div of Services for the Blind, 2601 Mail Service Center, Raleigh NC 27699, <a href="mailto:cynthia.speight@dhhs.nc.gov">cynthia.speight@dhhs.nc.gov</a> 919-527-6704
Department of Housing and Urban Development Employment and Training programs	N/A	N/A	N/A	N/A	N/A	
Community Services Block Grant (CSBG) programs	\$1290.00	N/A	N/A	N/A	N/A	<b>Chuck Sutton,</b> Macon Program for Progress. 82 East Orchard Lane, PO Box 700 Franklin, NC 28744 <a href="mailto:csutton@mppnhc.org">csutton@mppnhc.org</a> <b>Patsy Davis,</b>

## Attachment F

						<p>Mountain Projects, 2177 Asheville Road Waynesville, NC 28786 pdavis@mountainprojects.org</p>
<p>Temporary Assistance for Needy Families (TANF) program</p>	\$1853.00	N/A	N/A	N/A	N/A	<p><b>Amanda McGee,</b> Cherokee County DSS Director 4800 W US Highway 64, Murphy, NC 28906, (828) 837-7455</p> <p><b>Todd Goins,</b> Clay County DSS Director, 119 Courthouse Drive E, Hayesville, NC 28904, (828) 389-6301</p> <p><b>Amy Seay,</b> Graham County DSS, 191 P &amp; J Road, Robbinsville, NC 28771 (828) 479-7911</p> <p><b>Patrick Betancourt,</b> Macon County DSS, 1832 Lakeside Drive, Franklin, NC 28734 (828) 349-2124</p> <p><b>Bree Clawson,</b> Swain County DSS Director, 80 Academy</p>



**Attachment F**

						St., Bryson City, NC 28713, 828- 488-6921  <b>Cristopher Weatherford,</b> Jackson County DSS Director, 15 Griffin St., Sylva, NC 28779, 828- 586-5546  <b>Ira Dove,</b> Haywood County DSS, 157 Paragon Parkway, Suite 300, Clyde, NC 28721, 828- 452-6620
<i>(other agencies)</i>						

**VI. Term of Agreement**

This Agreement will remain in effect from July 1, 2021 to June 30, 2022. It shall be reviewed by the parties as necessary or at least once per year as part of the WDB’s Local Plan update.

**Attachment F**

<b>Southwestern Workforce Development Board PY 2021 Cost Sharing Allocation Summary</b>			
<b>Total Infrastructure Costs</b>		<b>\$289,159.19</b>	
<b><u>Program Allocations</u></b>			
<b>Agency</b>	<b>Program</b>	<b>Allocation</b>	
NCCCS	Adult Education & Family Literacy (AEFLA)	\$434.00	
NCCCS	Carl Perkins Career & Technical Education (CTE)	\$249.00	
DHHS	Vocational Rehabilitation (VR)	\$1,334.00	
DHHS	Division of Services for the Blind (DSB)	\$1.00	
DHHS	Senior Community Service Employment Program (SCSEP)	\$0.00	
DHHS	Community Service Block Grants (CSBG)	\$1,290.00	
DHHS	Temporary Aid to Needy Families (TANF)	\$1,853.00	
DES	Unemployment Insurance (UI)	\$16,795.00	
<b>Total Allocations</b>		<b>\$21,956.00</b>	
<b>Balance of Infrastructure Costs</b>		<b>\$267,203.19</b>	
<b><u>Headcount/Cost Distribution Percentage</u></b>			
<b>Agency</b>		<b>Headcount Percentage</b>	<b>Percentage of Cost Paid</b>
DWS	Title 3, JVSG, TAA	81.81%	96.93%
WDB	Title 1	18.19%	3.07%
<b>Total Headcount</b>		<b>22.00</b>	
<b><u>Allocation of Balance of Infrastructure Costs (Headcount method)<sup>1</sup></u></b>			
DWS	Balance of Infrastructure Costs x DWS Headcount %	\$218,598.93	
WDB	Balance of Infrastructure Costs x WDB Headcount %	\$48,604.26	
<b>Total</b>		<b>\$267,203.19</b>	
Infrastructure Cost Paid by the WDB (Balance of Infrastructure Costs x %age of Cost Paid ) Based on Headcount Percentage, the WDB Should Have Paid			\$8,203.14
<b>Due To/(Due From) WDB</b>			<b>\$48,604.26</b>
			<b>(\$40,401.12)</b>
Allocated State Level Contribution			\$21,956.00
<b>Net Amount Due To/(Due From) WDB*</b>			<b>(\$18,445.13)</b>

(Figures in black represent amount DWS owes. Figures in red represent what WDB owes)

# Attachment F

## Signature page: Temporary Assistance for Needy Families (TANF) program

*Haywood County Department of Social Services*

DocuSigned by:

*Ira Dove*

10/19/2021

**Ira Dove**

Printed Name

Signature

Date

Representing: Temporary Assistance for Needy Families (TANF) program

*Macon County Department of Social Services*

DocuSigned by:

*J. Patrick Betancourt*

9/27/2021

**Patrick Betancourt**

Printed Name

Signature

Date

Representing: Temporary Assistance for Needy Families (TANF) program

*Jackson County Department of Social Services*

DocuSigned by:

*Cris Weatherford*

9/29/2021

**Cristopher Weatherford**

Printed Name

Signature

Date

Representing: Temporary Assistance for Needy Families (TANF) program

*Swain County Department of Social Services*

DocuSigned by:

*Bree Clawson*

10/5/2021

**Bree Clawson**

Printed Name

Signature

Date

Representing: Temporary Assistance for Needy Families (TANF) program

*Clay County Department of Social Services*

DocuSigned by:

*Todd Goins*

9/28/2021

**Todd Goins**

Printed Name

Signature

Date

Representing: Temporary Assistance for Needy Families (TANF) program

*Cherokee County Department of Social Services*

DocuSigned by:

*Amanda McGee*

10/6/2021

**Amanda McGee**

Printed Name

Signature

Date

Representing: Temporary Assistance for Needy Families (TANF) program

*Graham County Department of Social Services*

DocuSigned by:

*Amy Seay*

9/30/2021

**Amy Seay**

Printed Name

Signature

Date

Representing: Temporary Assistance for Needy Families (TANF) program



## Macon County Department of Social Services

Lakeside Government Complex  
1832 Lakeside Drive  
Franklin, North Carolina · 28734-6778  
Tel: 828-349-2124 · Fax: 828-349-2401  
<https://www.maconnc.org/dss>

## Attachment G

R. Patrick Betancourt  
Director

### APPEAL RIGHTS

#### **I WANT TO APPEAL MY DECISION**

If you are not satisfied with this decision, you have the right to request a hearing. The hearing will determine if the decision was correct. Your first hearing is before an impartial employee of the Macon County Dept. of Social Services or the local agency where you applied. The hearing will be held within five calendar days of your request. If you ask for a delay in your scheduled hearing, it will be delayed **by no more** than 10 days past your request for delay. No additional delays can be requested after this.

#### **YOUR RIGHT TO BE REPRESENTED**

You may speak for yourself or you may have a friend, relative, or lawyer to speak for you at your hearing. You must pay for the lawyer. However, free legal service may be available in your community. Contact your worker for information or call CARELINE, toll-free 1-800-662-7039. TDD/Voice for the hearing impaired is also available through CARELINE.

#### **YOUR RIGHT TO SEE YOUR RECORD**

Before your hearing, you may ask your caseworker to show you and the person speaking for you, any documents related to the decision. If you ask, you may also see any other information to be used at the hearings. You can get free copies of this information. You may also request to see this information again at your hearing.

#### **DO YOU UNDERSTAND YOUR RIGHTS?**

Do you understand your rights to get a hearing? If you have any questions or need further information, please contact your worker as soon as possible.

## Public Assistance and Social Services Appeals and Access to Records.

**§ 108A-79. Appeals.**

(a) A public assistance applicant or recipient shall have a right to appeal the decision of the county board of social services, county department of social services, or the board of county commissioners granting, denying, terminating, or modifying assistance, or the failure of the county board of social services or county department of social services to act within a reasonable time under the rules and regulations of the Social Services Commission or the Department. Each applicant or recipient shall be notified in writing of his right to appeal upon denial of his application for assistance and at the time of any subsequent action on his case.

(b) In cases involving termination or modification of assistance, no action shall become effective until 10 workdays after notice of this action and of the right to appeal is mailed or delivered by hand to the recipient; provided, however, termination or modification of assistance may be effective immediately upon the mailing or delivery of notice in the following circumstances:

- (1) When the modification is beneficial to the recipient; or
- (2) When federal regulations permit immediate termination or modification upon mailing or delivery of notice and the Social Services Commission or the Department of Health and Human Services promulgates regulations adopting said federal law or regulations. When federal and State regulations permit immediate termination or modification, the recipient shall have no right to continued assistance at the present level pending a hearing, as would otherwise be provided by subsection (d) of this section.

(c) The notice of action and the right to appeal shall comply with all applicable federal and State law and regulations; provided, such notice shall, at a minimum contain a clear statement of:

- (1) The action which was or is to be taken;
- (2) The reasons for which this action was or is to be taken;
- (3) The regulations supporting this action;
- (4) The applicant's or recipient's right to both a local and State level hearing, or to a State level hearing in the case of the food and nutrition services program, on the decision to take this action and the method for obtaining these hearings;
- (5) The right to be represented at the hearings by a personal representative, including an attorney obtained at the applicant's or recipient's expense;
- (6) In cases involving termination or modification of assistance, the recipient's right upon timely request to continue receiving assistance at the present level pending an appeal hearing and decision on that hearing.

An applicant or recipient may give notice of appeal by written or oral statement to the county department of social services, which shall record such notice by completing a form developed by the Department.

Such notice of appeal must be given within 60 days from the date of the action, or 90 days from the date of notification in the case of the food and nutrition services program. Failure to give timely notice of appeal constitutes a waiver of the right to a hearing except that, for good cause shown, the county department of social services may permit an appeal notwithstanding the waiver. The waiver shall not affect the right to reapply for benefits.

(d) If there is such timely appeal in cases not involving disability, in the first instance the hearing shall consist of a local appeal hearing before the county director or a designated

representative of the county director, provided whoever hears the local appeal shall not have been involved directly in the initial decision giving rise to the appeal. If there is such timely appeal in cases involving disability, the county director or a designated representative of the county director shall within five days of the request for an appeal forward the request to the Department of Health and Human Services, and the Department shall designate a hearing officer who shall promptly hold a hearing in the county according to the provisions of subsections (i) and (j) of this section. In cases involving termination or modification of assistance (other than cases of immediate termination or modification of assistance pursuant to subsection (b) (2) of this section), the recipient shall continue to receive assistance at the present level pending the decision at the initial hearing, whether that be the local appeal hearing decision or, in cases involving questions of disability, the Department of Health and Human Services hearing decision, provided that in order to continue receiving assistance pending the initial hearing decision the recipient must request a hearing on or before the effective date of the termination or modification of assistance.

(e) The local appeal hearing shall be held not more than five days after the request for it is received. The recipient may, for good cause shown as defined by rule or regulation of the Social Services Commission or the Department, petition the county department of social services, in writing, for a delay, but in no event shall the local appeal hearing be held more than 15 days after the receipt of the request for hearing. At the local appeal hearing:

- (1) The appellant and the county department may be represented by personal representatives, including attorneys, obtained at their expense.
- (2) The appellant or his personal representative and the county department shall present such sworn evidence and law or regulations as bear upon the case. The hearing need not be recorded or transcribed, but the director or his representative shall summarize in writing the substance of the hearing.
- (3) The appellant or his personal representative and the county department may cross-examine witnesses and present closing arguments summarizing their views of the case and the law.
- (4) Prior to and during the hearing, the appellant or his personal representative shall have adequate opportunity to examine the contents of his case file for the matter pending together with those portions of other public assistance or social services case files which pertain to the appeal, and all documents and records which the county department of social services intends to use at the hearing. Those portions of the public assistance or social services case file which do not pertain to the appeal or which are required by federal statutes or regulations or by State statutes or regulations to be held confidential shall not be released to the appellant or his personal representative. In cases where the appellant has been denied access to the public assistance or social services case file the hearing officer shall certify as part of the official record that the hearing officer has examined the case files and that no portion of those files pertain to the appeal. Such certification may be subject to judicial review as provided in subsection (k) of this section. Nothing in this section is intended to restrict an applicant or recipient access to information if that access is allowed by rules and regulations promulgated pursuant to G.S. 108A-80.

(f) The director or his designated representative shall make the decision based upon the evidence presented at the hearing and all applicable regulations, and shall prepare a written statement of his decision citing the regulations and evidence to support it. This written statement of the decision will be served by certified mail on the appellant within five days of

the local appeal hearing. If the decision terminating or modifying the appellant's benefits is affirmed, the assistance shall be terminated or modified, not earlier than the date the decision is mailed, and any assistance received during the time of the appeal is subject to recovery.

(g) If the appellant is dissatisfied with the decision of the local appeal hearing, he may within 15 days of the mailing notification of the decision take a further appeal to the Department. However, assistance may not be received pending this further appeal. Failure to give timely notice of further appeal constitutes a waiver of the right to a hearing before an official of the Department except that, for good cause shown, the Department may issue an order permitting a review of the local appeal hearing notwithstanding the waiver. The waiver shall not affect the right to reapply for benefits.

(h) Subsections (d)-(g) of this section shall not apply to the food and nutrition services program. The first appeal for an electronic food and nutrition benefit recipient or his representative shall be to the Department. Pending hearing, the recipient's assistance shall be continued at the present level upon timely request.

(i) If there is an appeal from the local appeal hearing decision, or from an electronic food and nutrition benefit recipient or his representative where there is no local hearing, or if there is an appeal of a case involving questions of disability the county director shall notify the Department according to its rules and regulations. The Department shall designate a hearing officer who shall promptly hold a de novo administrative hearing in the county after giving reasonable notice of the time and place of such hearing to the appellant and the county department of social services. Such hearing shall be conducted according to applicable federal law and regulations and Article 3, Chapter 150B, of the General Statutes of North Carolina; provided the Department shall adopt rules and regulations to ensure the following:

- (1) Prior to and during the hearing, the appellant or his personal representative shall have adequate opportunity to examine his case file and all documents and records which the county department of social services intends to use at the hearing together with those portions of other public assistance or social services case files which pertain to the appeal. Those portions of the public assistance or social services case files which do not pertain to the appeal or which are required by federal statutes or regulations or by State statutes or regulations to be held confidential shall not be released to the appellant or his personal representative. In cases where the appellant has been denied access to portions of the public assistance or social services case file, the hearing officer shall certify as part of the official record that the hearing officer has examined the case files and that no portion of those files pertain to the appeal. Such certification may be subject to judicial review as provided in subsection (k) of this section. Nothing in this section is intended to restrict an applicant or recipient access to information if that access is allowed by rules or regulations promulgated pursuant to G.S. 108A-80.
- (2) At the appeal hearing, the appellant and personnel of the county department of social services may present such sworn evidence, law and regulations as bear upon the case.
- (3) The appellant and county department shall have the right to be represented by the person of his choice, including an attorney obtained at his own expense.
- (4) The appellant and county department shall have the right to cross-examine the other party as well as make a closing argument summarizing his view of the case and the law.

## Attachment H

- (5) The appeal hearing shall be recorded; however, no transcript will be prepared unless a petition for judicial review is filed pursuant to subsection (k) herein, in which case, the transcript will be made a part of the official record. In the absence of the filing of a petition for a judicial review, the recording of the appeal hearing may be erased or otherwise destroyed 180 days after the final decision is mailed.
- (6) Notwithstanding G.S. 150B-28 or any other provision of State law, discovery shall be no more extensive or formal than that required by federal law and regulations applicable to such hearings.

(j) After the administrative hearing, the hearing officer shall prepare a proposal for decision, citing pertinent law, regulations, and evidence, which shall be served upon the appellant and the county department of social services or their personal representatives. The appellant and the county department of social services shall have the opportunity to present oral and written arguments in opposition to or in support of the proposal for decision to the designated official of the Department who is to make the final decision. The final decision shall be based on, conform to, and set forth in detail the relevant evidence, pertinent State and federal law and regulations, and matters officially noticed. The decision shall be rendered not more than 90 days, or 45 days in the case of the food and nutrition services program, from the date of request for the hearing, unless the hearing was delayed at the request of the appellant. If the hearing was delayed at the appellant's request, the decision may only be delayed for the length of time the appellant requested a delay. The final decision shall be served upon the appellant and upon the county department of social services by certified mail, with a copy furnished to either party's attorney of record. In the absence of a petition for judicial review filed pursuant to subsection (k) herein, the final decision shall be binding upon the appellant, the county department of social services, the county board of social services, and the board of county commissioners.

(k) Any applicant or recipient who is dissatisfied with the final decision of the Department may file, within 30 days of the receipt of notice of such decision, a petition for judicial review in superior court of the county from which the case arose. Failure to file a petition within the time stated shall operate as a waiver of the right of such party to review, except that, for good cause shown, a judge of the superior court resident in the district or holding court in the county from which the case arose may issue an order permitting a review of the agency decision under this Chapter notwithstanding such waiver. The hearing shall be conducted according to the provisions of Article 4, Chapter 150B, of the North Carolina General Statutes. The court shall, on request, examine the evidence excluded at the hearing under G.S. 108A-79(e)(4) or G.S. 108A-79(i)(1) and if the evidence was improperly excluded, the court shall consider it. Notwithstanding the foregoing provisions, the court may take testimony and examine into the facts of the case, including excluded evidence, to determine whether the final decision is in error under federal and State law, and under the rules and regulations of the Social Services Commission or the Department of Health and Human Services. Furthermore, the court shall set the matter for hearing within 15 days from the filing of the record under G.S. 150B-47 and after reasonable written notice to the Department of Health and Human



## **Attachment H**

Services and the applicant or recipient. Nothing in this subsection shall be construed to abrogate any rights that the county may have under Article 4 of Chapter 150B.

(1) In the event of conflict between federal law or regulations and State law or regulations, the federal law or regulations shall control. (1937, c. 288, ss. 18, 48; 1939, c. 395, s. 1; 1957, c. 100, s. 1; 1969, c. 546, s. 1; cc. 735, 754; 1973, c. 476, s. 138; 1977, 2nd Sess., c.

1219, ss. 14-18; 1979, c. 691; 1981, c. 275, s. 1; c. 419, ss. 1-3; c. 420, ss. 1-3; 1987, c. 599, ss.

1-3; c. 827, s. 1; 1997-443, s. 11A.118(a); 2007-97, s. 13.)

# MACON COUNTY BOARD OF COMMISSIONERS

## AGENDA ITEM

### **CATEGORY – CONSENT AGENDA**

#### **MEETING DATE: FEBRUARY 11, 2025**

Item 12A. Draft minutes from the January 14, 2024, regular meeting, and the January 23, 2024, continued session are attached for the Board's review and approval. (Tammy Keezer)

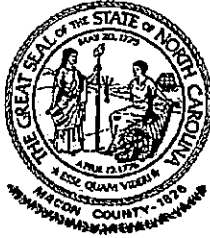
Item 12B. Budget Amendments #187-195 are attached for your review and approval. (Lori Carpenter)

Item 12C. Approval of Cullasaja Gorge Volunteer Fire Department Request for Letter for Municipal Lease and Option Agreement for an Apparatus. (Warren Cabe)

Item 12D. Approval of Surplus Weapon for Scott Nelson. Sheriff Holbrooks is requesting permission to award School Resource Officer Scott Nelson his duty weapon due to his official retirement on January 24, 2025 after 21 years of service, and sale of the same to SRO Nelson for \$1.00. (Sheriff Brent Holbrooks)

Item 12E. Tax releases for the month of January 2025 in the amount of \$12,110.13, per the attached memorandum from Tax Collections Supervisor Delena Raby.

Item 12F. A copy of the ad valorem tax collection report as of January 31, 2025. Report only. No action is necessary. (Delena Raby)



**MACON COUNTY BOARD OF COMMISSIONERS  
JANUARY 14, 2025  
REGULAR MEETING MINUTES**

Chairman Young called the meeting to order at 6:00 p.m. All Board Members, Interim County Manager Warren Cabe, Deputy Clerk Tammy Keezer, Finance Director Lori Carpenter, and County Attorney Eric Ridenour were present, as were a number of citizens.

**ANNOUNCEMENTS:**

- (A) Mr. Cabe reminded board members of the joint meeting between the county and the boards of the Town of Franklin and the Town of Highlands to be held on February 13, 2025, at 7:00 p.m. at Old Edwards Inn in Highlands. He said a meal for board members will be served at 6:00 p.m.
- (B) Mr. Cabe shared that Soil and Water Director, Doug Johnson, is working on funding to clean debris out of the waterway on the Cullasaja River and there should be an update at the February meeting.
- (C) Mr. Cabe announced that an organization change has been made to combine the Code Enforcement and Planning Departments so the new department will be Planning, Permitting, and Development and will have one director and that Joe Allen has been hired as the director. Mr. Cabe said there are not any items on the agenda tonight about the watershed or floodplain issues as those will be tabled indefinitely while we wait on some FEMA mapping and other information. He said the Lake Emory Dam recommendation has been referred back to this board and discussion about that will happen during the budget sessions.
- (D) Mr. Cabe announced that Chairman Young had finalized the committee and liaison assignments for the year and read them in to the record. Ms. Keezer indicated that the liaison assignments were also being updated on the county website.

**MOMENT OF SILENCE:** Chairman Young requested all in attendance rise and a moment of silence was observed.

**PLEDGE OF ALLEGIANCE:** Led by Commissioner Shields, the pledge to the flag was recited.

**PUBLIC HEARING(S):** None

**PUBLIC COMMENT PERIOD:** **Betsy Baste** made some comments about money and taxes that are entrusted to the county. She requested the board not ask another non-profit supporting animal services have to do a fund-raiser to raise additional funds for the operation of the organization. Ms. Baste ended her comments requesting enforcement of laws, not weakening of ordinance. **Scott Baste** spoke about the proposed pickle ball and tennis courts stating that the plan needs more bleachers for the tennis court area. He also requested the board reconsider the topic of social districting and said approval of opening up the restricted areas would allow better flow for different events in the downtown area. **Kerry Keys**, Executive Director of Mountain Retreat and Learning Center in Highlands provided a handout to board members and spoke about a request for property tax exemption. Attorney Ridenour commented that he has provided all the information to Mr. Keys explaining the qualification for exemption and the process. Mr. Cabe said he has also corresponded with Mr. Keys via email and according to the law the ownership is based on a specific date and who owned the property on that date and said the Tax Office will do everything possible to make sure they are taken care of next year.

**ADDITIONS, ADJUSTMENTS TO AND APPROVAL OF THE AGENDA:** Upon a motion by Commissioner Shields, seconded by Commissioner Antoine, the board voted unanimously to approve the agenda as presented.

**REPORTS/PRESENTATIONS:** None.

**OLD BUSINESS:**

- (A) UPDATE ON HIGHLANDS SCHOOL PROJECT** – Kaitlyn Jones, Project Manager for Vannoy Construction informed the board that the preexisting fuel oil tank has been remediated and they are ready to move forward with footings for the middle school. She said that by the end of the month the permanent heat should be installed and the temporary heat removed then vertical work should begin in February. Mr. Cabe said a project meeting is held twice per month to provide updates. Ms. Jones indicated that the project is on target with budget. Mr. Cabe shared the next update will be at the regular meeting in March and every other month after that.
- (B) APPROVAL OF RESOLUTION ACCEPTING BID AND AUTHORIZING SALE OF SURPLUS REAL PROPERTY LOCATED AT 88 NO NAME ROAD IN FRANKLIN** – Attorney reminded the board of the offer and the conditions requiring removal of the existing structure within six months of purchase which was included in the agreement. He said there were no upset bids received and explained that the board can now accept the bid of \$1,000 or reject it. Motion by Commissioner Shields, seconded by Commissioner Breeden, to accept the bid of \$1,000 and sell the property as surplus property. The vote was unanimous.
- (C) CONSIDERATION OF SURPLUS PROPERTY OFFER FOR PROPERTY LOCATED AT 651 EAST MAIN STREET** – Attorney Ridenour said an offer in the amount of \$50,000 had been received and asked whether the board wanted to start the upset bid process at this amount or if the board wanted to continue to wait until a more reasonable offer is made. He explained the advertising process and the cost involved. Commissioner Shearl said we had an offer some time ago at a larger amount and the board had rejected that offer. Commissioner Young said we have a precedence set of not accepting offers less than the tax value. No action was taken.
- (D) DISCUSSION CONCERNING ANIMAL SERVICES OPEATION** – Mr. Cabe reminded the board of the conversation last month regarding having another organization take over the animal services operations. He asked for guidance

on how the board wanted him to proceed. After some discussion, there was consensus Mr. Cabe to invest time in researching the options.

**(E) UPDATE ON RECRUITMENT OF COUNTY MANAGER** - Ms. Keezer provided an update indicating that six applications have been received and that three of those applicants are qualified for the position. She asked how the board wanted to proceed. Commissioner Antoine requested the board establish a deadline for applications. After a few moments of discussion, no action was taken.

**NEW BUSINESS:**

**(A) DISCUSSION AND APPROVAL OF BID PACKAGE FOR PHASE IA OF THE RECREATION MASTER PLAN** – Commissioner Young said he and Commissioner Shearl attended the Recreation Board meeting earlier today and that this report is being considered for use in advertising for bids for this phase of the project. Mike Norris with McGill and Associates said the scope from the original plan was kept in tact but some changes have been made in regard to the restrooms, changing rooms, and picnic facilities. He explained that the land and water analysis indicated the building had to be shifted further back in order to meet the permitting requirements and showed a model layout and explained the details. Mr. Norris stated that this area will continue flood as it always has and that the proposed bridge shown in the layout is not part of this bid project. Board members engaged in some discussion regarding the design and where buses would park since this is going to be the new high school facility for tennis. Mr. Norris said buses could park at the recreation center and walk across the proposed bridge once it is complete. Commissioner Antoine said he recalled the original design having more parking options and separation between tennis activities and pickleball activities. Mr. Norris indicated the original design of the park was based on the information they had prior to the analysis. Commissioner Breeden said he would like to go back to the drawing board and see if we can get a little closer to what we originally presented to the public. Mr. Norris stated they will take a second look, but to keep in mind they already have a lot of construction documents completed and any redesign will impact that. No action taken.

**(B) DISCUSSION REGARDING CLOCK TOWER RENOVATION AND ACCEPTANCE OF BID** - Mr. Morgan reported the board had previously asked for a scope of work that makes the clock tower look as good as new and presented three bids he believes meets that request. He requested to award the bid to Carolina Builder Services in the amount \$25,082.41 plus a ten percent contingency. After some discussion of clarification regarding the contract Commissioner Shearl made a motion, seconded by Commissioner Breeden to accept the recommendation and bid as requested, and to approve a budget amendment in the amount of \$27,600 from contingency. The vote was unanimous. Mr. Morgan then provided a handout to board members showing where trees are damaging sidewalks surrounding the square and other areas near where the clock tower is located. Commissioner Shearl commented that the Garden Club is taking care of the area and about how nice it looks and said the rest of the area not maintained by them is an eye sore. He said he is surprised someone has not gotten hurt and the trees have outlived their life. Mr. Cabe said the Town of Franklin is more than willing to assist us in the logistics of getting the trees removed. There was consensus among board members authorizing Mr. Morgan to move forward with removing the trees.

**(C) UPDATE ON MACON EARLY COLLEGE ASSESSMENT** – Mr. Morgan reported that Architect Peter Looper has developed an architectural plan and scope of work and the project is ready to bid. He said the school has asked for the front of the building to be enclosed and converted in to two offices with a secure entrance. Mr. Morgan said the architect has estimated \$9,250 to add the

addition to the project as an alternate for the bidding process. After some discussion regarding security of the school and the budget, Commissioner Shields made a motion, seconded by Commissioner Breeden, to approve the request as presented as well as a budget amendment in the amount of \$9,250 from contingency. The vote was unanimous.

**(D)DISCUSSION REGARDING UPDATE TO RULE 11 OF THE MACON COUNTY BOARD OF COMMISSIONERS RULES OF PROCEDURES** – Attorney Ridenour explained the request to change the Rules of Procedures regarding the order of the agenda. He said the change would allow for additions to be made to the agenda before the public comment section to allow the public to comment on an items that were added to the agenda at the meeting. Commissioner Shields made a motion, seconded by Commissioner Antoine, to approve the change as requested. The vote was unanimous.

**(E)SCHEDULING ANNUAL PERFORMANCE REVIEW FOR THE COUNTY MANAGER** – Commissioenr Young said performance evaluations for the County Manager has been in discussion for a couple of years. He said this is common practice and he would like to have an evaluation for the two employees of the board near the end of the fiscal year. Commissioner Young suggested January or February as an annual timeframe. After some discussion, board members consented to perform evaluations for Mr. Cabe and Attorney Ridenour on January 23, 2025, at noon with the board and the HR Director present.

**CONSENT AGENDA:** Upon a motion by Commissioner Shearl, seconded by Commissioner Breeden, the board voted unanimously to approve the consent agenda as presented which includes: (A) Minutes of the December 10, 2024, regular meeting, (B) Budget Amendments #159-164, (C) Tax releases for the month of December 2024 in the amount of \$991.60, (I) Monthly ad valorem tax collection report for which no action is necessary.

**APPOINTMENTS:**

**(A)Macon County Library Board of Trustees (1 seat):** Commissioner Antoine thanked board member Linda Tyler for her service and made a motion, seconded by Commissioner Shearl, to appoint Debbie Franken to the vacant seat. The vote was unanimous.

**CLOSED SESSION:** None

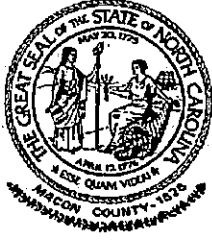
**ADJOURN:** With no other business, at 7:50 p.m., upon a motion from Commissioner Breeden, seconded by Commissioner Antoine, the board voted unanimously to recess until 12:00 p.m. on Thursday, January 23, 2025.

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Warren Cabe  
Ex Officio Clerk to the Board

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Josh Young  
Board Chair



**MACON COUNTY BOARD OF COMMISSIONERS**  
**JANUARY 23, 2025**  
**CONTINUED SESSION MINUTES**

Chairman Young called the meeting back to order at 12:00 p.m. All Board Members, Interim County Manager Warren Cabe, Deputy Clerk Tammy Keezer, and County Attorney Eric Ridenour were present.

**CLOSED SESSION:** At 12:00 p.m., Commissioner Shearl made a motion, seconded by Commissioner Shields, to enter into a closed session per NCGS 143-318.11(a) (6) to discuss personnel.

**ADJOURN:** With no other business, at 1:52 p.m., upon a motion from Commissioner Shearl, seconded by Commissioner Antoine, the board voted unanimously to adjourn.

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Warren Cabe  
Ex Officio Clerk to the Board

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Josh Young  
Board Chair

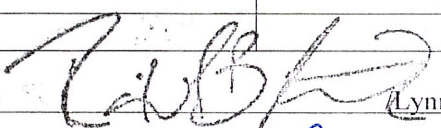
AMENDMENT # 187


FROM: FINANCE

DEPARTMENT: DSS

EXPLANATION: Utilize State funds with 100% reimbursement

	DESCRIPTION	INCREASE	DECREASE
11-3561-4389-06	LINKS	8000.00	
11-5314-5675-17	LINKS	8000.00	

REQUESTED BY DEPARTMENT HEAD  Lynne Kurimay, DSS AOII

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER \_\_\_\_\_

ACTION BY BOARD OF COMMISSIONERS 2/11/2025

APPROVED AND ENTERED ON MINUTES DATED \_\_\_\_\_

CLERK \_\_\_\_\_



DEPARTMENT: HEALTH

EXPLANATION: New grant monies from Duke Endowment for the Healthy People  
Healthy Carolinas grant. Need to increase budget in expenditures and revenue.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115128-555128	Healthy People Healthy Carolinas	150,000	
113511-436031	Healthy People Healthy Carolinas	150,000	

PREPARED BY Judy Beell  
REQUESTED BY DEPARTMENT HEAD Karen McTale  
RECOMMENDED BY FINANCE OFFICER Ken Campbell  
APPROVED BY COUNTY MANAGER \_\_\_\_\_  
ACTION BY BOARD OF COMMISSIONERS 2/11/2025  
APPROVED AND ENTERED ON MINUTES DATED \_\_\_\_\_  
CLERK \_\_\_\_\_



MACON COUNTY BUDGET AMENDMENT  
 AMENDMENT # 190

Date: 1/23/2025

DEPARTMENT: HEALTH

Explanation: New AA122 Hurricane Helene Essential Functions Support Funds.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113511- <u>437005</u>	Revenue	\$ 301,050.00	
115110- <u>565034</u>	Hurricane Helene Essential Functions Support	\$ 301,050.00	

PREPARED BY *Melissa Outzen*

REQUESTED BY DEPARTMENT HEAD *Kevin McHale*

RECOMMENDED BY FINANCE OFFICER *Allen Carpenter*

APPROVED BY COUNTY MANAGER \_\_\_\_\_

ACTION BY BOARD OF COMMISSIONERS *2/11/2025*

APPROVED AND ENTERED ON MINUTES DATED \_\_\_\_\_

CLERK \_\_\_\_\_

MACON COUNTY BUDGET AMENDMENT  
AMENDMENT # 191

Date: 1/23/2025

DEPARTMENT: HEALTH  
Explanation: New AA701 Child Fatality Case Reporting Funds

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113511-438509	Revenue	\$ 683.00	
115156- <u>55615</u>	Child Fatality Case Reporting	\$ 683.00	

PREPARED BY Melissa Gutzew

REQUESTED BY DEPARTMENT HEAD Karen A. Hester

RECOMMENDED BY FINANCE OFFICER Adam Carpenter

APPROVED BY COUNTY MANAGER \_\_\_\_\_

ACTION BY BOARD OF COMMISSIONERS 2/11/2025

APPROVED AND ENTERED ON MINUTES DATED \_\_\_\_\_

CLERK \_\_\_\_\_













# Macon County



January 23, 2025

HomeTrust Bank  
PO Box 10  
Asheville, NC 28802-0010

Re: Municipal Lease and Option Agreement between HomeTrust Bank and Cullasaja Gorge Fire and Rescue, Inc.

I am Chairman of the County Commissioners of Macon County. This letter is to advise you that: Cullasaja Gorge Fire and Rescue, Inc. is a qualified Volunteer Fire Department, assigned to protect a specific Fire District within this County.

In addition, a special ad valorem (service fee) is assessed on the real property owners of this district. Said service fee is to be used exclusively to provide equipment, facilities, and training as is necessary to provide fire protection for said district. Said funds may also be used to upgrade equipment as the need arises. This service fee is collected by the County and disbursed by the Finance Office to the Fire Department on a regular basis by the County Finance Office. The Fire Department is operated and managed by the Board of Directors of the Fire Department and the Officers of said Department. The Department is currently meeting the requirements of their fire service contract.

The Fire Department has made us aware of their intention to acquire new capital assets through a Lease Purchase transaction with four firm. Please be advised that the County has no objection to this transaction.

Sincerely,

\_\_\_\_\_  
Chairman  
Macon County Commission

Macon County Tax Office  
5 West Main Street  
Franklin, NC 28734



Phone: (828) 349-2149  
[draby@maconnc.org](mailto:draby@maconnc.org)

TO: MACON COUNTY COMMISSIONERS

FROM: Macon County Tax Collector's Office  
Delena Raby, Tax Collections Supervisor

DATE: February 4, 2025

RE: Releases for January 2025

Attached please find the report of property tax releases for real estate and personal property that require your approval in order to continue with the process of releasing these amounts from the tax accounts. Please feel free to contact me if you should have any questions. The report of releases in alphabetical order is attached.

AMOUNT OF RELEASES FOR JANUARY 2025: \$ 12,110.30

NAME	BILL NUMBER	Release Reason	OPER	DATE/TIME	DISTRICT	VALUE	AMOUNT
134083 BAXTER, DONALD E.	2024-85804	DY:ORP:7439690029 CLERICAL ERROR	DLR	12/31/9999 3:54:31 PM			
					G01 ADVL TAX	0.00	24.25
					L01 FFEEFEE	0.00	2.40
					F10 ADVL TAX	0.00	1.72
					H01 ADVL TAX	0.00	9.18
14 HIGHLANDS CITY						Total Releases:	37.55
147057 CHRISTIE-LOFTIN, JUDY ADELE	2024-75230	DY:ORP:6586315740 CLERICAL ERROR	DLR	12/31/9999 3:56:45 PM			
					G01 ADVL TAX	0.00	10.43
					F01 ADVL TAX	0.00	2.71
					L01 FFEEFEE	0.00	2.40
01 FRANKLIN		PAY RECVD 01.06.25				Total Releases:	15.54
156720 CSJ TRUST	2024-85886	DY:ORP:7439764361 CLERICAL ERROR	DLR	12/31/9999 4:22:53 PM			
					G01 ADVL TAX	0.00	30.48
					L01 FFEEFEE	0.00	2.40
					F10 ADVL TAX	0.00	2.16
					H01 ADVL TAX	0.00	11.54
14 HIGHLANDS CITY		releaes interest				Total Releases:	46.58
145090 DOGWOOD COMPANY OF WNC, LLC	2024-81517	DY:ORP:6595894910 CLERICAL ERROR	LAS	12/31/9999 1:41:06 PM			
					G01 ADVL TAX	189,000.00	510.30
					F01 ADVL TAX	189,000.00	132.30
					L01 FFEEFEE	189,000.00	120.00
02 MILLSHOAL		MOBILE HOME ON PERSONAL PROPERTY				Total Releases:	762.60
140653 GADDY, STANLEY	2024-69012	DY:ORP:6579896000 CLERICAL ERROR	LAS	12/31/9999 1:42:05 PM			
					G01 ADVL TAX	38,134.00	102.96
					F08 ADVL TAX	38,134.00	29.74
11 COWEE		PUV DID NOT CALCULATE CORRECTLY				Total Releases:	132.70
74140 HAGGE, DAVID A	2024-94326	DY:ORP:7515249880 CLERICAL ERROR	DLR	12/31/9999 4:24:08 PM			
					G01 ADVL TAX	0.00	13.58
					F01 ADVL TAX	0.00	3.52
					L01 FFEEFEE	0.00	2.40
02 MILLSHOAL		release interest				Total Releases:	19.50

NAME	BILL NUMBER	Release Reason	OPER	DATE/TIME	DISTRICT	VALUE	AMOUNT
119960 HAMPTON, BENNY LEE	2024-410167	DY:23 PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 2:14:30 PM			
					G01 ADVL TAX	390,535.00	1,054.44
					G01 PEN FEE	390,535.00	210.89
					F02 ADVL TAX	390,535.00	210.11
					F02 PEN FEE	390,535.00	42.02
01 FRANKLIN		APPEAL ON VALUE				Total Releases:	1,517.46
119960 HAMPTON, BENNY LEE	2024-410168	DY:22 PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 2:16:19 PM			
					G01 ADVL TAX	268,868.00	1,075.47
					G01 PEN FEE	268,868.00	322.64
					F02 ADVL TAX	268,868.00	215.63
					F02 PEN FEE	268,868.00	64.69
01 FRANKLIN		APPEAL ON VALUE				Total Releases:	1,678.43
119960 HAMPTON, BENNY LEE	2024-410170	DY:20 PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 2:18:37 PM			
					G01 ADVL TAX	275,181.00	1,031.10
					G01 PEN FEE	275,181.00	515.55
					F02 ADVL TAX	275,181.00	220.70
					F02 PEN FEE	275,181.00	110.35
01 FRANKLIN		APPEAL ON VALUE				Total Releases:	1,877.70
119960 HAMPTON, BENNY LEE	2024-410171	DY:19 PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 2:19:36 PM			
					G01 ADVL TAX	242,072.00	907.04
					G01 PEN FEE	242,072.00	544.22
					F02 ADVL TAX	242,072.00	194.14
					F02 PEN FEE	242,072.00	116.48
01 FRANKLIN		APPEAL ON VALUE				Total Releases:	1,761.88
119960 HAMPTON, BENNY LEE	2024-410166	DY:24 PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 2:13:10 PM			
					G01 ADVL TAX	232,750.00	628.43
					G01 PEN FEE	232,750.00	62.84
					F02 ADVL TAX	232,750.00	125.22
					F02 PEN FEE	232,750.00	12.52
01 FRANKLIN		APPEAL ON VALUE				Total Releases:	829.01
119960 HAMPTON, BENNY LEE	2024-410169	DY:21 PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 2:17:27 PM			
					G01 ADVL TAX	235,288.00	941.15
					G01 PEN FEE	235,288.00	376.46
					F02 ADVL TAX	235,288.00	188.70
					F02 PEN FEE	235,288.00	75.48
01 FRANKLIN		APPEAL ON VALUE				Total Releases:	1,581.79

NAME	BILL NUMBER	Release Reason	OPER	DATE/TIME	DISTRICT	VALUE	AMOUNT
136589 HI-TECH ENERGY, INC.	2024-93251	DY:ORP:7513543340 CLERICAL ERROR	DLR	12/31/9999 4:20:43 PM			
					G01 ADVL TAX	0.00	32.57
					L01 FFEEFEE	0.00	2.40
					F04 ADVL TAX	0.00	5.79
03 ELLIJAY		release int			Total Releases:		40.76
16991 HOUSTON, MICHAEL T	2024-54095	DY: PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 10:29:43 AM			
					G01 ADVL TAX	21,150.00	57.11
					F01 ADVL TAX	21,150.00	14.81
01 FRANKLIN		NO LONGER OWNED AS OF 1/1/2024			Total Releases:		71.92
157040 KENT DISTRIBUTORS INC #709	2024-301807	DY: PERSONAL PROPERTY CLERICAL ERROR	LAS	12/31/9999 2:27:02 PM			
					G01 ADVL TAX	86,380.00	233.23
					F10 ADVL TAX	86,380.00	16.50
					H01 ADVL TAX	86,380.00	88.28
14 HIGHLANDS CITY		ERRONEOUSLY BILLED, ASSETS ARE LISTED ON ANOTHER ACCOUNT			Total Releases:		338.01
143584 KLINE, ELISABETH W.	2024-91212	DY:ORP:7506678308 CLERICAL ERROR	LAS	12/31/9999 1:40:16 PM			
					G01 ADVL TAX	52,730.00	142.37
					F11 ADVL TAX	52,730.00	44.24
02 MILLSHOAL		DWELLING BILLED INCORRECTLY			Total Releases:		186.61
156140 PEACEFUL MEADOWS TINY VILLAGE, LLC	2024-301584	DY:ORP:7504393663 CLERICAL ERROR	DLR	12/31/9999 4:19:59 PM			
					G01 ADVL TAX	0.00	33.67
					L01 FFEEFEE	0.00	2.40
					F04 ADVL TAX	0.00	5.99
03 ELLIJAY					Total Releases:		42.06
147148 SCENIC LAND HOMES, LLC	2024-79758	DY:ORP:6594383287 CLERICAL ERROR	DLR	12/31/9999 3:57:45 PM			
					G01 ADVL TAX	0.00	69.69
					F01 ADVL TAX	0.00	18.07
					L01 FFEEFEE	0.00	2.40
12 FRANKLIN CITY					Total Releases:		90.16
145112 SPRINGER, LINN	2024-97419	DY:ORP:7530712392 CLERICAL ERROR	DLR	12/31/9999 4:24:52 PM			
					G01 ADVL TAX	0.00	59.37
					L01 FFEEFEE	0.00	2.40
					F10 ADVL TAX	0.00	4.20
					H01 ADVL TAX	0.00	22.47
14 HIGHLANDS CITY					Total Releases:		88.44





COLLECTIONS MONTHLY TOTALS REPORT  
 Macon County - Year To Date January 2025 Tax Year 2024

**Macon County**  
**Advalorem Tax Collections Report**  
**Year To Date January 2025 Tax Year 2024**

**TAX YEAR 2024 Month To Date January 2025 Tax Year 2024**

Month to Date	Beginning Balance	Levy Added	Less Releases	Less Administrative Refunds	Less Write Offs	Equals Adjusted Levy	Less Payments	Outstanding Balance
General Tax	5,624,829.86	2,299.47	0.00	0.00	-65.63	5,627,063.70	-3,476,222.57	2,150,841.13
Fire Districts	929,103.62	484.57	0.00	0.00	-14.07	929,574.12	-577,846.43	351,727.69
Landfill User Fee	550,842.37	0.00	0.00	0.00	-7.56	550,834.81	-244,148.07	306,686.74
<b>TOTAL:</b>	<b>7,104,775.85</b>	<b>2,784.04</b>	<b>0.00</b>	<b>0.00</b>	<b>-87.26</b>	<b>7,107,472.63</b>	<b>-4,298,217.07</b>	<b>2,809,255.56</b>

**TAX YEAR 2024 Year To Date January 2025 Tax Year 2024**

Year to Date	Beginning Balance	Levy Added	Less Releases	Less Administrative Refunds	Less Write Offs	Equals Adjusted Levy	Less Payments	Outstanding Balance	This Year Collection Percentage Tax Year 2024 As of 1/31/2025	Last Year Collection Percentage Tax Year 2023 As of 1/31/2024
General Tax	0.00	34,243,775.34	-7,953.06	0.00	-1232.94	34,234,589.34	-32,083,748.21	2,150,841.13	93.72%	93.57
Fire Districts	0.00	5,351,624.37	-1,419.83	0.00	-239.61	5,349,964.93	-4,998,237.24	351,727.69	93.43%	93.07
Landfill User Fee	0.00	3,347,880.00	-15,360.00	0.00	-13.18	3,332,506.82	-3,025,820.08	306,686.74	90.80%	90.83
<b>TOTAL:</b>	<b>0.00</b>	<b>42,943,279.71</b>	<b>-24,732.89</b>	<b>0.00</b>	<b>-1485.73</b>	<b>42,917,061.09</b>	<b>-40,107,805.53</b>	<b>2,809,255.56</b>	<b>93.45%</b>	<b>93.32</b>

# MACON COUNTY BOARD OF COMMISSIONERS

## AGENDA ITEM

### CATEGORY – APPOINTMENTS

**MEETING DATE: FEBRUARY 11, 2025**

13A. **Board of Health (6 seats)** – The Board of Health has eight vacant seats for their eleven member board. The Board of Health has not been able to hold a meeting and make recommendations for appointment due to the vacancies and absence of a quorum. Twelve applications have been received, but one was withdrawn, leaving eleven applications for review and included in your packet. Health Director Kathy McGaha will be present at the meeting to answer any questions and submitted the below communication with her recommendations which are also included in your packet.

#### **Tammy Keezer**

---

**From:** Kathy McGaha <kmcgaha@maconnc.org>  
**Sent:** Tuesday, February 4, 2025 4:19 PM  
**To:** joshua.young@maconnc.org  
**Cc:** john.shearl@maconnc.org; wcabe@maconnc.org; Tammy Keezer; Christina Stamey; Matt Corbin; Garrett Higdon; nparrott@maconnc.org  
**Subject:** Board of Health 02 11 2025 Recommendations  
**Attachments:** Board of Health Membership - Proposed for 02 11 2025.docx

Hello Josh, John Shearl, Matt Corbin, Garrett Higdon, and I have had a chance to review all Board of Health Appointment applications we have received by 01/28/25. Since then, Ellen Shope has informed me she wishes for her application to be withdrawn due to her health condition and time restraints. Therefore, I respectfully submit the attached recommendations for consideration and your approval at the 2/11/25 Board of County Commissioners meeting. Please let me know if you have any questions. I will also be present at the meeting to answer any questions.

Sincerely, Kathy McGaha

*Kathy McGaha, MHS  
Public Health Director  
Macon County Public Health  
1830 Lakeside Drive  
Franklin, NC 28734  
(828) 349-2420  
[www.maconnc.org](http://www.maconnc.org)  
[www.facebook.com/MaconPublicHealth](https://www.facebook.com/MaconPublicHealth)*



MACON COUNTY BOARD OF HEALTH – 02 11 2025

NAME/ADDRESS	ROLE	TERM	STATUS/RECOMMENDATION
Garrett Higdon, PE 528 Thomas Rd Franklin, NC 28734	Engineer	1 <sup>st</sup> Term	Current Member
Matthew G. Corbin, DDS 1167 Corbin Rd Franklin NC 28734	Dentist	1 <sup>st</sup> Term	Current Member
John Shearl 254 Harvest Cove Road Franklin, NC 28734  AND  Josh Young P.O. Box 303 Franklin, NC 28734	County Commissioner	1 <sup>st</sup> Term	Current Member
Carlos Alberto Vargas, MD 83 Deerfield Ridge Franklin, NC 28734	Physician	2 <sup>nd</sup> Term	Reappointment
Roy Lenzo, DVM 1869 Georgia Rd. Franklin, NC 28734	Veterinarian	2 <sup>nd</sup> Term	Reappointment
Angela Stone, RN 65 Snookers Lane Franklin, NC 28734	Nurse	1 <sup>st</sup> Term	Appointment
Nathan Feibelman, III, MD, CAP 783 Cullasaja Club Dr., #134 Highlands, NC 28741	General Public	1 <sup>st</sup> Term	Appointment
Steve Grissim 250 Buttercup Ridge Franklin, NC 28734	General Public	1 <sup>st</sup> Term	Appointment
Jerry Hermanson 96 Lake Villa Court Highlands, NC 28741	General Public	2 <sup>nd</sup> Term	Reappointment
Vacant	Optometrist	Vacant	N/A
Vacant	Pharmacist	Vacant	N/A

Current member  
asking for  
reappointment  
JK

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

The Macon County Board of Commissioners believes all citizens should have the opportunity to Participate in governmental decisions. The Board wants to appoint qualified, knowledgeable and dedicated people to serve on authorities, boards and committees. If you have an interest in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

Mail to: County Manager's Office  
5 West Main Street or FAX to: 828-349-2400  
Franklin, North Carolina 28734

Any Questions, please call the County Manager's Office at (828) 349-2025

Name of Authority, Board or Committee applying for: Macon County Board of Health

Name Jerry Hermanson

Address 96 Lake Villa Court City Highlands NC Zip 28741

Telephone: Home 828-526-9647 Work 828-526-1991

Occupation Health Care Administrator

Business Address Retired

Email Address jhceo@aol.com

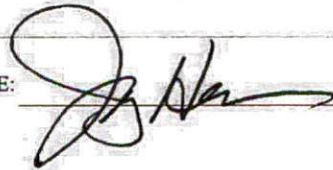
Briefly explain any anticipated conflict of interest you may have if appointed:  
None known

Educational Background  
BSBA in Management and MBA in Health and Hospital Administration - University of Florida

Business and Civic Experiences/Skills:  
I've been a health care administrator in hospitals, medical offices as well as consultant working primarily with large physician groups and hospitals. I was the Executive Director for the Community Care Clinic in Highlands.

Areas of Expertise and Interest/Skills:  
Health Care Delivery, Health Policy, Health Care Finance and General Business

List any Authorities, Boards, Commissions or Committees presently serving on:  
Macon County Board of Health 01/22 - 12/24

SIGNATURE:  DATE: 11-19-24

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

RECEIVED

JAN 03 25

TAMMY KEEZER

The Macon County Board of Commissioners believes all citizens should have the opportunity to Participate in governmental decisions. The Board wants to appoint qualified, knowledgeable a dedicated people to serve on authorities, boards and committees. If you have an interest in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

*Current member  
asking for  
reappointment*

Mail to: County Manager's Office  
5 West Main Street or FAX to: 828-349-2400  
Franklin, North Carolina 28734

Any Questions, please call the County Manager's Office at (828) 349-2025

Name of Authority, Board or Committee applying for: Macon County Board of Health

Name Roy Lenzo

Address 1869 Georgia Road City Franklin NC Zip

Telephone: Home 828-369-2860 Work 828-369-2635

Occupation Veterinarian

Business Address 1869 Georgia Road, Franklin, NC 28734

Email Address r\_lenzo@msn.com

Briefly explain any anticipated conflict of interest you may have if appointed:  
None known

Educational Background  
BS Biology; chemistry minor, Doctor of Veterinary Medicine

Business and Civic Experiences/Skills:  
30+ years of running Veterinary Clinic

Areas of Expertise and Interest/Skills:  
30+ years practicing General Veterinary Medicine and using vaccines to prevent and control disease outbreaks.

List any Authorities, Boards, Commissions or Committees presently serving on:  
Macon County Board of Health 01/22 - 12/24

SIGNATURE: *Roy Lenzo*

DATE: 031 01/03/25





RECEIVED

JAN 03 25

TAMMY KEEZER

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

*Current member asking for reappointment*

The Macon County Board of Commissioners believes all citizens should have the opportunity to Participate in governmental decisions. The Board wants to appoint qualified, knowledgeable dedicated people to serve on authorities, boards and committees. If you have an interest in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

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Franklin, North Carolina 28734

Any Questions, please call the County Manager's Office at (828) 349-2025

Name of Authority, Board or Committee applying for:

Name

Address  City  NC Zip

Telephone: Home  Work

Occupation

Business Address

Email Address

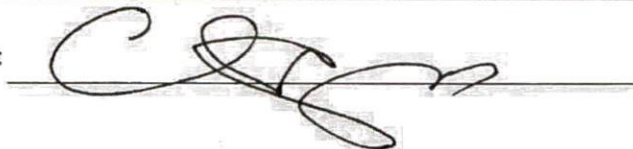
Briefly explain any anticipated conflict of interest you may have if appointed:

Educational Background

Business and Civic Experiences/Skills:

Areas of Expertise and Interest/Skills:

List any Authorities, Boards, Commissions or Committees presently serving on:

SIGNATURE: 

DATE:



# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

RECEIVED  
JAN 06 2025

TAMMY KEEZER

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Franklin, North Carolina 28734

Any Questions, please call the County Manager's Office at (828) 349-2025

Name of Authority, Board or Committee applying for: Health Board, EDC

Name Steve Grissim

Address 250 Buttercup Ridge City Franklin NC Zip 28734

Telephone: Home 615-394-7607 Work

Occupation Chief Business Development Officer, Developer

Business Address 250 Buttercup Ridge

Email Address Steve@Altusnow.com

Briefly explain any anticipated conflict of interest you may have if appointed:

NO conflicts

Educational Background

BBA Harding University

Business and Civic Experiences/Skills:

owned my own Mktg Firm for 20 years, Rotary Int'l, 17 yrs

Areas of Expertise and Interest/Skills: networking, working with vulnerable populations

Connector of people to business, developer (land, people)

List any Authorities, Boards, Commissions or Committees presently serving on:

Rotary Club of Franklin NC, Chair of membership

SIGNATURE: Steve Grissim

DATE: 1/03/2025

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

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Franklin, North Carolina 28734  
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Any Questions, please call the County Manager's Office at (828) 349-2025

Name of Authority, Board or Committee applying for:

Name

Address  City  NC Zip

Telephone: Home  Work

Occupation

Business Address

Email Address

Briefly explain any anticipated conflict of interest you may have if appointed:

Educational Background

Business and Civic Experiences/Skills:

Areas of Expertise and Interest/Skills:

List any Authorities, Boards, Commissions or Committees presently serving on:

SIGNATURE: \_\_\_\_\_

DATE:

Lyndsey Henderson, MPH, CHES  
Public Health Professional

## PROFESSIONAL EXPERIENCE

**Preparedness Coordinator**, November 2019- Present  
Eastern Band of Cherokee Indians

- Design, maintain, and exercise public health emergency plans and standard operating procedures by utilizing local, state, tribal, and federal guidelines and requirements
- Routinely brief division Secretary and Public Health Director on emergency preparedness issues
- Responsible for managing program resources - including budgets, setting priorities, and medical supplies- using PHSR guidelines and preparedness capabilities
- Attend county and Tribal Local Emergency Preparedness Coalition (LEPC) and Epidemiology meetings to provide public health preparedness updates and events
- Prepare public health after action reports and improvement plans for all plan and exercise activations using the Homeland Security Exercise and Evaluation Program (HSEEP) standards
- Mobilize points of dispensing for COVID-19 vaccination response
- Simultaneous duties as a lead in public health accreditation and Tribal health improvement process; secondary supervisor to CDC Public Health Associate
- Recipient of NACCHO grant, MAPP 2.0 Pilot
  - Test content by implementing health assessment strategies outlined in pilot material; this includes priority setting, data collection, and hosting a focus group
  - Evaluate pilot content and data findings using TOPs Facilitation Methods
- 2023 NACCHO Project Public Health Ready National Reviewer

**Community Health Promotions Coordinator**, September 2018- October 2019  
Macon County Public Health

- Staff (1) supervision
- Secondary Public Information Officer for general, media, and risk communications; responded to meningitis outbreak (2019) by preparing media content and disseminating information to the public and community partners
- Assess community needs and priorities through various data collection methods and evaluation
- Generate reports for Macon County Community Health Assessment of State of the County Health Report
- Develop and implement worksite wellness programming to increase employee productivity, promote health lifestyle, and reduce health risks for county employees; organized community health fairs

**Public Health Educator**, June 2016- September 2018  
Macon County Public Health

- Coordinate with the program director on health education strategies and implement within community
- Facilitate evidence-based curriculum to group classes- Faithful Families, Diabetes Prevention Program
- Plan, develop, and implement health education materials and activities for youth, adults, and older adults
- Serve as Liaison Officer during the fall 2016 wildfires
  - Reported to Public Health Director and Board of Health
  - Coordinated supply mobilization and recovery
- Managed Healthy Carolinians grant deliverables and budget

## **EDUCATION**

### **University of North Carolina Greensboro**

Master of Public Health, Community Health Education

August 2014- May 2016

### **Western Carolina University**

Bachelor of Science, Emergency and Disaster Management

August 2019- December 2021

### **University of North Carolina Asheville**

Bachelor of Arts, History

August 2010- May 2014

## **CERTIFICATION**

### **Certified Health Education Specialist (CHES)**

National Commission for Health Education Credentialing

April 2016- Present



# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

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Franklin, North Carolina 28734

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Name of Authority, Board or Committee applying for: Board of Health

Name Jessica "Leigh" Tabor

Address 519 Middle Skeenah Road City Franklin NC Zip 28734

Telephone: Home 828-342-2778 Work 828-349-2171

Occupation Director, Macon County Veteran Services

Business Address 104 East Main Street, Franklin, NC 28734

Email Address ltabor@maconnc.org

Briefly explain any anticipated conflict of interest you may have if appointed:

None

Educational Background

AAS, Medical Office Administration, Southwestern Community College  
AAS, Office Administration, Southwestern Community College, BS, Business Administration, WCU May 2025

Business and Civic Experiences/Skills:

Public speaking, Facillitiating group discussions, Accountability, Transparent decision making, Public outreach

Areas of Expertise and Interest/Skills:

Public speaking, Building partnerships, Veteran issues and affairs, Understanding local, state and federal government structures

List any Authorities, Boards, Commissions or Committees presently serving on:

President, Community Care Clinic of Franklin, Board Member, Macon New Beginnings, Vice President, North Carolina Association of County Veteran Service Officers, Chair, Blue Ridger Veterans Community Partnership, Coordinator, Western North Carolina Veterans Purpose

SIGNATURE: Jessica Leigh Tabor DATE: 01/03/2025

Print Form

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

RECEIVED

JAN 14 2025

TAMMY KEEZER

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Franklin, North Carolina 28734

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Name of Authority, Board or Committee applying for: Board of Health

Name: Richard J. Brady

Address: 346 Pauline Ave City: Franklin NC Zip: 28734

Telephone: Home: (828) 524-0454 Work: N/A

Occupation: Retired from Health Care, Licensed Nursing Home Administrator/ED/CEO/Hospital Administrator

Business Address: Retired

Email Address: Nthemtns@morrisbb.net

Briefly explain any anticipated conflict of interest you may have if appointed:  
None, I'm retired, no employer/employment opportunity that would come into question.  
No agenda, just to volunteer, serve effectively, attend and participate in the meetings as required.

Educational Background  
American College of Health Care Administrators, American Institute of Medical Law. Additional Health Care Academics, Nursing/Infection Control, Risk Mgmt, Quality Assurance, Resident Assessment Coordination.

Business and Civic Experiences/Skills:  
Previously served as a member of: Kiwanis Club FL, United Way FL, Chamber of Commerce FL and Franklin, NC, Municipality experience served on PPZ, ZBA, CRA, Code Enforcement and and Elected Official in FL.

Areas of Expertise and Interest/Skills:  
North Carolina (SPICE) Certified in Infection Control by the DHHS/DHSR of NC, Licensed Nursing Home Administrator/ED/CEO/Hospital Administrator, Licensed/Nationally Certified Professional Health Care Risk Manager, Resident Assessment Coordinator-Certified (RAC-CT), Quality Assurance and Performance Improvement (QAPI) Certified

List any Authorities, Boards, Commissions or Committees presently serving on:  
Currently not serving. I'm retired, I have the time to participate, offer my past Healthcare exp, Academics and prior experience serving on various boards could be beneficial. Experience with Parliamentary processes, Board Chair, etc with my interest and experiences combined I could effectively serve the community.

SIGNATURE:  DATE: 01/07/2025

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

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or FAX to: 828-349-2400

Any Questions, please call the County Manager's Office at (828) 349-2025

Name of Authority, Board or Committee applying for:	Board of Health		
Name	Angela Stone		
Address	65 Snookers Lane	City	Franklin
		NC Zip	28734
Telephone: Home	828-342-0832	Work	
Occupation	Registered Nurse		
Business Address	647 Wayah Street Franklin NC 28734		
Email Address	angela.stone@va.gov		

Briefly explain any anticipated conflict of interest you may have if appointed:

I work Monday through Friday 0700-1630 but could participate fully after work hours

Educational Background

BSN Nursing

Business and Civic Experiences/Skills:

Served on Board of Directors at Cullasaja Gorge Fire and Rescue. Currently serve as a volunteer fireman and emergency responder at same fire department. served on board at church. served as PTO president and treasurer

Areas of Expertise and Interest/Skills:

I have been an RN for 28 years. I am currently the Clinic Director of the VA Clinic in Franklin where I have worked for 17 years and served as the director for 6 years. I have an interest in my community and local health of our citizens.

List any Authorities, Boards, Commissions or Committees presently serving on:

State Employees Credit Union Advisory Board

SIGNATURE:

*Angela B Stone*

DATE:

1/7/25

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

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Franklin, North Carolina 28734

Any Questions, please call the County Manager's Office at (828) 349-2025

*NATHAN DONALD FEIBELMAN III*

Name of Authority, Board or Committee applying for: Advisory Committee to Board

Name 783 CULLASAJA CLUB DR #134

Address N DON FEIBELMAN III City HIGHLANDS NC Zip 28744

Telephone: Home 478-318-8548 Work

Occupation M.D.

Business Address

Email Address

Briefly explain any anticipated conflict of interest you may have if appointed:

NONE

Educational Background

SEE CV

Business and Civic Experiences/Skills:

SEE CV

Areas of Expertise and Interest/Skills:

SEE CV

List any Authorities, Boards, Commissions or Committees presently serving on:

HIGHLAND CASHIERS HEALTH FOUNDATION AND  
BLUE RIDGE HEALTH ADVISORY COMMITTEE

SIGNATURE: *Nathan Donal Feibelman M.D.*

DATE: 1-9-25

NATHAN DONALD FEIBELMAN, III, M.D.

CURRICULUM VITAE

NAME: Nathan Donald Feibelman, III, M.D.

LICENSURE: Georgia State License # 028768  
DEA # BF0612653

DOB: 10-26-45

HOME ADDRESS: 783 Cullasaja Club Dr. #134  
Highlands, NC 28741

BUSINESS

ADDRESS: Crossroads Christian Counseling Center, Inc.  
144 Pierce Avenue email: ccc@crossroads.mgacoxmail.com  
Macon, Georgia 31204

TELEPHONE: (478) 318-8548 Fax: (478) 476-8397 Office (478) 475-4608

PERSONAL

HISTORY: Birthplace - Vicksburg, Mississippi  
Marital Status - Married: Mary Evelyn Feibelman

MILITARY

SERVICE: GMO, Commissioned Officer in U.S. Public Health Service, 1970 - 1972

EDUCATION:

1966 - 70 University of Mississippi Medical School, Jackson,  
Mississippi Doctorate of Medicine

1963 - 66 University of Mississippi, Jackson, Mississippi - Bachelor of Science -Pre-Med

RESIDENCY TRAINING:

7/84 - 6/85 Chief Resident in Psychiatry, University of Kentucky

7/82 - 6/84 Resident in Psychiatry, University of Kentucky

7/84 - 6/86 Fellow in Child Psychiatry, University of Kentucky

1986 - 1987 Fellow in Pediatrics and Psychiatry, London, England

INTERNSHIP: U.S.P.H.S. Hospital, San Francisco, California, Dr. Carl Urbach, Director



**NATHAN DONALD FEIBELMAN, III, M.D.**

**BOARD CERTIFICATIONS:**

- Nov. 1986 American Board of Psychiatry and Neurology General Psychiatry
- Sept. 1987 American Board of Psychiatry and Neurology, Child Psychiatry
- 1976 - 1998 American Board of Family Practice

**HONORS AND SPECIAL RECOGNITION:**

- 2012 Distinguished Life Fellow American Psychiatric Association
- 2003 Distinguished Fellow American Psychiatric Association
- 1986 - 1987 Fellow in Child and Adolescent Neuropsychiatry, Hospital  
for Sick Children Great Ormond Street, London, England
- 1979 Fellow, American Academy of Family Physicians

**PRESENT PROFESSIONAL STATUS:**

Medical Director of River Edge Child and Family Therapy

Medical Director of The Methodist Home For Children & Youth

Medical Director of Crossroads Counseling Center, Inc.

Clinical Associate Professor of Pediatrics and Behavioral Sciences,  
Mercer University School of Medicine

- 2011 – present Elected to Georgia Council on Child and Adolescent Psychiatry as  
Executive Board Member
- 2011 - present Elected to be Georgia Representative to Assembly of the American  
Academy of Child and Adolescent Psychiatry
- 2007 - present Administrative Board Member/Past President, Georgia Psychiatric Physicians  
Association
- 2004 – 2006 President, Georgia Psychiatric Physicians Association
- 2003 - 2004 President Elect, Georgia Psychiatric Physicians Association

NATHAN DONALD FEIBELMAN, III, M.D.

**PRESENT PROFESSIONAL STATUS (continued):**

2001 - 2002 Vice-President, Georgia Psychiatric Physicians Association

**PROFESSIONAL EXPERIENCE:**

Present Member: Nominating Committee, Georgia Psychiatric Physicians Association

2012 Distinguished Life Fellow, American Psychiatric Association

2002 - 2003 New Congregation Committee, South Georgia Conference United Methodist Churches

2003 Board - Georgia Child & Adolescent Psychiatric Association

2003 Distinguished Fellow, American Psychiatric Association

2002 Administrative Board - Cherokee Heights United Methodist Church

2002 Board - Georgia Psychiatric Association

2002 Vice President, Georgia Psychiatric Association

1998 - present President, Georgia Psychiatric Physician's Administrators Association

1998 - present Appointment to The American Academy of Children and Adolescent Psychiatric Committee on Adoption and Foster Care

1998 - present Georgia Psychiatric Association Board of Trustees

1998 - present Consultant, Macon Youth Detention Center

1998 - present Steering Committee, State of Georgia Foster Care Program

1997 - present Director, Crossroads Christian Counseling Center, Inc.

1996 - 2009 Medical Consultant, Hephzibah Children's Home

1995 - June 2016 Medical Director, Child, Adolescent and Family Services, River Edge Behavioral Health Center, Macon, Georgia

NATHAN DONALD FEIBELMAN, III, M.D.

PROFESSIONAL EXPERIENCE (continued):

1995 - present Medical Consultant, Masonic Children's Home

1995 - present CME Committee Georgia Psychiatric Physicians Association

1995 - present Infection Control/Safety-Sanitation Committee,  
HCA Coliseum Psychiatric Hospital

1990 - present Community Associate Professor in the Departments of Psychiatry & Behavioral  
Sciences and Pediatrics, Mercer University School of Medicine

1989 - present Medical Director, The Methodist Home for Children and Youth, Macon, GA

2001 Treasurer, Georgia Physicians Psychiatric Association

2000 Secretary / Director of Membership, Georgia Physicians Psychiatric Assoc.

1999 CME Co-Chairman, Georgia Physicians Psychiatric Association

1996 - 1999 Medical Director/Consultant, Applied Behavioral Care, LLC

1990 - 1998 Chief of Pediatric and Family Psychiatry, Mercer Univ. School of Medicine

1997 - 1998 Vice-president, Georgia Psychiatric Physician's Administrators Association

1996 - 1997 Secretary/Treasurer, Georgia Psychiatric Physicians Association

1995 - 1996 Infection Control/Safety-Sanitation Committee, HCA Coliseum

1994 District Branch office

1994 - 1996 Consultant, Residential Treatment Program, Coliseum Psychiatric Hospital

1994 - 1995 Psychiatric Consultant, Macon Youth Development Center

1994 - 1995 President, Georgia Psychiatric Physician's Administrators Association



NATHAN DONALD FEIBELMAN, III, M.D.

PROFESSIONAL EXPERIENCE (continued):

1993 - 1994 Secretary, Georgia Psychiatric Physician's Association Physician's Administrators Association

1990 - 1992 Chairman, Credentials Committee, Charter Lake Hospital

1990 - 1991 CME Committee, Georgia Psychiatric Physician's Administrators Association

1990 - 1991 Public Affairs Committee, Georgia Psychiatric Physician's Administrators Association

1990 - 1991 Task Force on Adolescent Drug Screening, Georgia Psychiatric Physician's Administrators Association

1990 - 1991 Chairman, Peer Review Committee, Charter Lake Hospital

1989 - 1995 Medical Director, Charter Lake, Macon, Georgia

1989 - 1995 Dir. of Child and Adolescent Service Unit, Charter Lake Hospital, Macon, GA

1989 - 1991 Advisory Council, Regional Youth Development Center

1989 - 1991 Chairman, Patient Care Monitoring, Utilization Review/Medical Records Committee, Charter Lake Hospital

1989 - 1991 President, Medical Staff, Charter Lake Hospital

1989 - 1990 Domestic Violence Task Force, The Macon Rescue Mission

1989 - 1990 Georgia Council on Child and Adolescent Psychiatry

1989 - 1990 Behavioral Science Education Committee, Mercer Univ. School of Medicine

1989 - 1990 Secretary/Treasurer, Middle Georgia Chapter of Psychiatric Physicians

1986 - 1989 Service Director of Child Psychiatry, Charter Lake Hospital, Macon, Georgia

1972 - 1982 Family Practice Office, Andalusia, Alabama

NATHAN DONALD FEIBELMAN, III, M.D.

PUBLICATIONS:

- 1990 Events Precipitating Psychiatric Hospitalization of Children", The Psychiatric Hospital  
Vol. 21, No. 3
- 1989 Events Precipitating Hospital Treatment of Adolescent Drug Abusers", Journal of the  
American Academy of Child and Adolescent Psychiatry, 28, 70-75.
- In press "Medication Compliance Among Incarcerated Female Adolescents" Journal of the  
Medical Association of Georgia.

SELECTED PRESENTATIONS:

- 2006 American Academy of Pediatrics
- 1) The Difficult Child: Assessment and Treatment
  - 2) Pediatric Psychological Pharmacology Update
- 2006 Mentor Project; Developmental Pediatrics: Ages and Stages
- 2006 Grand Rounds for Pediatrics w/ Mercer University School of Medicine;  
Conversion Disorders in Pediatric Patients
- 2006 Grand Rounds for Family Medicine w/ Mercer University School of Medicine:  
Treatment of the Affective Disorder Depression
- 2005 Mentor Project; Bonding with Adolescents
- 2005 Grand Rounds for Pediatrics w/ Mercer University School of Medicine
- 1) Affective Disorders in Pediatric Patients
  - 2) Sleep Disorders in Pediatric Patients
- 2004 Mentor Project; Pediatric Behavior: Normal, Abnormal and Treatment

NATHAN DONALD FEIBELMAN, III, M.D.

SELECTED PRESENTATIONS (continued):

- 2001 - 2003      Presenter/Instructor at Parent University
- 2001 - 2003      Phase IV Clinical Trials Medial Director  
                    Eli Lilly: Strattera  
                    Zodiac: Geodon vs. Zyprexa
- 2001 - 2002      Speakers Bureau
- 2003              Speaker's Bureau, Lilly Pharmaceuticals
- 2003              Speaker's Bureau, U.S. Shire Pharmaceuticals
- 2003              Speaker's Bureau, McNeil Pharmaceuticals
- 2003              Speaker's Bureau, Novartis Pharmaceuticals
- 1992 - present    Multiple presentations state and local:  
                    T.V. series: "The ADHD Child and Adolescent"  
                                    "Depression in Children"  
                                    "Violence in Youth"  
                                    "Self-esteem in Children"  
                                    "Suicide on the Rise"  
                                    "Violence Within the Family"
- "Youth Alliance Development", National Association of Group Homes
- "Youth of the 1990's", National Association of Residential Treatment Centers
- "Addictions and Grace", Seminar, Three Day Review
- "CAFAS Scores as Related to Initial and 30 Day Assessment of Children on the Methodist Home Campus for Children & Youth", Georgia Association of Homes and Services for Children, Annual Conference, Jekyll Island

NATHAN DONALD FEIBELMAN, III, M.D.

SELECTED PRESENTATIONS (continued):

- 1997 "What Does the EBD Child Look Like?", Middle Georgia District-wide Emotional and Behavioral Disorders Consortium Meeting, GLRS, Macon, Georgia
- 1997 "Building an Alliance for Severely Emotionally Disturbed Youth", 57th National Convention, United Methodist Association, Atlanta, Georgia
- 1997 "Psychotropic Medications", Georgia Association of Homes and Services for Children, Jekyll Island
- 1997 "Community Resources", Panel member for Parent/ Professional Workshop in recognition of the "Exceptional Child" National Week, Centreplex, Macon, Georgia
- 1997 "ADHD - Myths and Reality: Treatment and Measurement Tools", Cox Cable Studio, Macon, Georgia
- 1996 "CAFAS as a Screening and Outcome Measurement Tool", Tenth Annual Research Conference, Florida Mental Health Institute, Tampa, Florida
- 1995 "Bipolar Disorders", Grand Rounds, Mercer University School of Medicine
- 1995 "ADHD Update: What is the T.O.V.A.", Grand Rounds, Mercer University School of Medicine
- 1995 "Anger and Aggression in Children", Coliseum Psychiatric Hospital
- 1994 "Medication-Related Beliefs Held by Adolescent Inpatients: Implications for Pharmacotherapy", American Medical Association Scientific Assembly, California

NATHAN DONALD FEIBELMAN, III, M.D.

SELECTED PRESENTATIONS (continued):

- 1993 "Behavior Disorders", Charter of Charleston
- 1992 "Child and Adolescent Depression", Community Lecture, Charter Lake Hospital
- 1992 Parenting the ADD Child", Georgia Residential Child Care Association
- 1992 "Adolescent Depression: The Ballad of Peggy and Sue", Grand Rounds, Mercer University School of Medicine
- 1992 "Pharmacological Treatment for Behavior Problems: Update on Trends", Annual Middle Georgia Conference on Child and Adolescent Behavior, Charter Lake Hospital
- 1992 Child and Adolescent Depression", Georgia Academy for the Blind
- 2004 "Neuropsychiatry of the Basal Ganglia in Children and Adolescents", American Psychiatric Association Annual Meeting, New York
- 1990 "Alcohol/Drugs in Children", Panel Discussion, Georgia College, Milledgeville, GA
- 1990 "Child/Adolescent Psychiatry", Charter Lake Hospital
- 1990 "Depression in Children", Pediatric Grand Rounds, Mercer University School of Medicine
- 1990 "Child Treatment Issues", Georgia State Troubled Children's Committee
- 1990 "Depression and Suicide in Children", SAP Workshop, Crisp County Board of Education

NATHAN DONALD FEIBELMAN, III, M.D.

SELECTED PRESENTATIONS (continued):

- 1990 "Stress Management", River North Women's Club
- 1990 "Power of Choice", Martha Bowman Methodist Church

ARTICLES:

- 1990 "Events Precipitating Psychiatric Hospitalization of Children", The Psychiatric Hospital
- 1990 "A Review of International Child and Adolescent Inpatient Experience", Charter Lake Hospital Child and Adolescent Newslines
- 1989 "New Medicine for Attention Deficit Hyperactivity Disorder", Charter Lake Hospital Child and Adolescent Newslines

PUBLICATIONS:

- 1995 "Medication Related Beliefs Held by Adolescent Inpatients: Implications for Pharmacotherapy", Clinical Psychiatry News
- 2005 "Physicians' Psychologic Reactions to Malpractice Litigation", Southern Medical Journal, Nov. '91, Vol. 84 No. 11
- 1990 "The Effect of Inpatient Psychiatric Hospitalization on Weight Gain in Children and Adolescent", The Psychiatric Hospital, Vol 21, No.3
- 1990 "The Experience of Child and Adolescent Inpatient Unit: London and the United States", Journal of the Medical Association of Georgia, Oct., 79, 733-737

NATHAN DONALD FEIBELMAN, III, M.D.

PUBLICATIONS: (continued):

- 1990 "A Review of International Child and Adolescent Inpatient Experience", Charter Lake Hospital Child and Adolescent Newslines, Fall 1990
- 1990 "Events Precipitating Psychiatric Hospitalization of Children", The Psychiatric Hospital, Vol. 21, No. 3
- 1989 "Events precipitating hospital treatment of adolescent drug abusers. Journal of the American Academy of Child and Adolescent Psychiatry, 28,70-75
- In press "Medication compliance among incarcerated female adolescents. Journal of The Medical Association of Georgia.

ORGANIZATIONS/MEMBERSHIPS:

- American Psychiatric Association
- American Medical Association
- American Association of Psychiatric Administrators
- American Association of Child and Adolescent Psychiatry
- American Academy of Family Physicians
- American Academy of Child and Adolescent Physicians
- Georgia Academy of Psychiatric Physicians
- Georgia Academy of Family Physicians
- Medical Association of Georgia
- Bibb County Medical Society



**ORGANIZATIONS/MEMBERSHIPS:**

Bibb County Board of Health

**Presenter for:**

Novartis Pharmaceuticals Corporation

Eli Lilly and Company

Otsuka America Pharmaceutical, Inc.

Bristol-Myers Squibb Company

Forest Pharmaceuticals, Inc.

McNeil Consumer and Specialty Pharmaceuticals

GlaxoSmithKline US Pharmaceuticals

Sepracor

Shire US Inc.

References available upon request

Print Form

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

RECEIVED

JAN 23 25

TAMMY KEEZER

The Macon County Board of Commissioners believes all citizens should have the opportunity to Participate in governmental decisions. The Board wants to appoint qualified, knowledgeable and dedicated people to serve on authorities, boards and committees. If you have an interest in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

Mail to: County Manager's Office  
5 West Main Street or FAX to: 828-349-2400  
Franklin, North Carolina 28734

Any Questions, please call the County Manager's Office at (828) 349-2025

Name of Authority, Board or Committee applying for: Board of Health

Name Ava Carpenter Ammons

Address 655 Buddy Gap Rd City Otto NC Zip 28763

Telephone: Home 828-347-6142 Work 828-526-1302

Occupation Nursing Home Administrator/CEO/CNO/RN

Business Address 250 Hospital Drive Highlands NC 28741

Email Address ava.ammons@hcahealthcare.com

Briefly explain any anticipated conflict of interest you may have if appointed:  
none

Educational Background  
BSN- RN, MBA- Health Care Administration, Board Certified Gerontological Nursing

Business and Civic Experiences/Skills:  
Mountain Top Rotary/Paul Harris Fellow, South Macon Elementary PTO past president, Leadership Highlands

Areas of Expertise and Interest/Skills:  
Medicare/Medicaid, Community and State Health Care and Resources, Needs of the aging population, Hospital, Nursing Home, and rural clinic operations.

List any Authorities, Boards, Commissions or Committees presently serving on:  
HCA Good Governance Group, HCA Nurse Governance, Trimont Christian Academy PTO

SIGNATURE: Ava Ammons

DATE: 1/22/2025