

AGENDA

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Meeting Room at Perquimans County Library
November 1, 2021
7:00 p.m.

- I. Call to Order
- II. Prayer & Pledge
- III. Approval of Agenda
- IV. Consent Agenda
(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal of an item or items is made from a Commissioner or Commissioners.)
 - A. Approval of Minutes: October 4, 2021 Regular Meeting and October 18, 2021 Work Session (cancelled)
 - B. Tax Refund/Release Approvals
 - C. Personnel Matters
 - 1. Appointment: Fill-In at Senior Center
 - 2. Appointment: Permanent PT Nutrition Site Manager
 - 3. Appointment: Planning & Zoning Technician
 - 4. Appointment: Certified Deputy (2)
 - 5. Promotion: Full-Time Certified Telecommunicator
 - 6. Certification: Part-time/Fill-in AEMT
 - 7. Resignation: Nutrition Site Manager
 - D. Step/Merit Increases
 - 1. Telecommunications (1)
 - 2. Sheriff's Office (1)
 - 3. Tax Department (1)
 - E. Budget Amendment No. 9
 - F. Board Reappointments/Resignations:
 - 1. Reappointment: Community Advisory Committee
 - 2. Reappointment: Highway 17/64 Association Board of Trustees
 - 3. Resignation: Local Library Board
 - 4. Appointment: Local Library Board
 - G. Miscellaneous Documents:
 - 1. Recreation Concessions Contract
 - 2. Records Retention Schedules
- V. Introduction of New Employees
 - 1. Emergency Services (3)
 - 2. Sheriff's Office (3)
 - 3. Water Department (1)
- VI. Scheduled Appointments
 - A. Jonathan Nixon, Emergency Services 7:00 p.m.
 - B.
 - C. 7:05 p.m.
- VII. Commissioner's Concerns/Committee Reports
 - A.
 - B. 7:10 p.m.
- VIII. Old Business
 - A. Updates from County Manager
 - B. Board Appointment: Trillium Northern Regional Advisory Board

ACTION
REQUIRED

NO
ACTION
REQUIRED

- IX. **New Business**
 ACTION REQUIRED
 - A.
 - B.
- X. **Unscheduled Appointments/Public Comments**
 (if you wish to address the Board, please state your name for the record prior to speaking)
 NO ACTION REQUIRED
 - A.
 - B.
 - C.
- XI. **Adjournment**
 ACTION REQUIRED

FOR INFORMATION ONLY:

DEPARTMENT HEAD REPORT:

- Plat Log
- Tax Department Reports
- Building Inspector's Report – Quarterly Report Ending September, 2021
- Building Inspector's Reports
- Code Enforcement's Report

COMMITTEE WRITTEN REPORTS:

- EMS Peer Review Committee – July 22, 2021
- Perquimans County 911 Communications Board – July 22, 2021

NOTES FROM THE COUNTY MANAGER

November 1, 2021

7:00 p.m.

- IV. **Enclosures:** Items included on the Consent Agenda are enclosed. *If you wish to discuss any of these items, please make that request during the meeting.*
- V. The following new employees will be introduced to the Commissioners:
1. **Jonathan Nixon:** Jonathan Nixon, Emergency Services Director, will introduce Nicole Anderson and Rebecca Cullipher, Full-Time Paramedics, who was hired on September 1, 2021. He will also introduce Andrea Stoner who was promoted to 911 Shift Supervisor on July 1, 2021.
 2. **Sheriff White:** Sheriff White will introduce Sharon Twine-Goodwin, Administrative Assistant in the Sheriff's Office, who was hired on September 20, 2021. In addition, he will introduce the two certified deputies who were appointed tonight: Ryan Cappel & Spencer Wentz.
 3. **Nick Lollies:** Nick Lollies, Water Supervisor, will introduce Maribeth Harris, Water Clerk I, who was hired on October 1, 2021.
- VI.A. **Enclosure.** Mr. Nixon, Emergency Services Director, will discuss Budget Amendment Nos. 10-11.
- VIII.A. County Manager Heath will present several updates to the Board.
- VIII.B. **Enclosure.** We still have not received any applications for this Board. The Board will need to direct the County Manager and Clerk on what the next step would be.

CONSENT AGENDA NOTES

(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Commissioner)

- A. **Enclosures:** Approval of Minutes October 4, 2021 Regular Meeting and October 18, 2021 Work Session (cancelled)
- B. **Enclosure:** Tax Refund/Release Approvals – see attached listing.
- C. **Enclosure:** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Debbie Stallings	Fill-In – Senior Center	Appointment	56/6	\$13,011/yr.	12/01/2021
Jennifer T. Coppersmith	Permanent Part-Time Nutrition Site Manager	Appointment	NG	\$12,111/yr.	01/01/2022
Trevor Allen Miles	Planning & Zoning Technician	Appointment	61/2	\$30,633	11/01/2021
Ryan Cappel	Certified Deputy	Appointment	65/2	\$36,531	11/01/2021
Spencer Wentz	Certified Deputy	Appointment	65/1	\$35,638	11/01/2021
Fantasia Saunders	Full-Time Certified Telecommunicator	Promotion	62/1	\$31,231	11/01/2021
Tammy Copeland	Part-time/Fill-in AEMT	Certification	66/1	\$17,911/yr.	10/01/2021
Neelie Sawyer	Permanent Part-Time Nutrition Site Manager	Resignation			12/31/2021

- D. **Enclosures:** During the Budget process, the following step or merit increases were approved for the employee. The following individuals are being recommended by their supervisor for step or merit increases:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Jennifer Ayers	PT/FT Non-Certified Telecommunicator	60/2	14,091	11/01/2021
Victor Sullivan	Certified Deputy/SRO Officer	65/2	36,531	11/01/2021
Lisa Layden	Tax Clerk - DMV	58/4	28,186	11/01/2021

- E. **Enclosures:** Budget Amendment Nos. 9 is enclosed for your review and action.
- F. **Enclosures:** The following Board reappointments will need Board consideration and action:

Name	Board/Committee	Action Taken	Term	Effective Date
Simpson, Ernestine	Community Advisory Committee	Reappointment	3 yrs.	12/01/2021
Heath, Frank	Highway 17/64 Association Board of Trustees	Reappointment	1 yr.	12/01/2021
Layden, Doug	Local Library Board	Resignation		08/11/2021
Poppert, Jennifer	Local Library Board (complete Doug Layden's term)	Appointment		11/01/2021

- G. **Enclosures:** The following miscellaneous documents will need Board consideration:
 1. **Recreation Concessions Contract:** The enclosed Recreation Concessions Proposal with "New Hope Concessions" is presented for Board consideration. Board action is being requested.
 2. **Records Retention Schedules:** The Division of Archives & Records has notified us that the Records Retention Schedules have been amended effective October 1, 2021. Board action is requested to approve these two Records Retention Schedules. To view these schedules, go to:
 - [2021 General Records Schedule: Local Government Agencies Change Log](#)
 - [2021 Program Records Schedule: Local Government Agencies Change Log](#)

REGULAR MEETING

October 4, 2021
7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, October 4, 2021, at 7:00 p.m. in the Meeting Room of the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944.

MEMBERS PRESENT:

Fondella A. Leigh, Vice Chair	Joseph W. Hoffer
Alan Lennon	Charles Woodard
Wallace E. Nelson, Chairman	T. Kyle Jones
Frank Heath, County Manager	Mary Hunicutt, Clerk to the Board
Hackney High, County Attorney	

The meeting was called to order by Vice Chair Leigh. Commissioner Lennon gave the invocation and Commissioner Hoffer led the Pledge of Allegiance.

AGENDA

Vice Chair Leigh stated that a copy of the amended Agenda was at their seats tonight. Charles Woodard made a motion to approve the Agenda, as amended. The motion was seconded by Joseph W. Hoffer and unanimously approved by the Board.

CONSENT AGENDA

Vice Chair Leigh asked if there were any items that the Board wished to remove from the Consent Agenda to discuss. There being none, the following items were considered to be routine and were unanimously approved on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

- Approval of Minutes: September 7, 2021 Regular Meeting and September 20, 2021 Work Session (cancelled) were approved.
- Tax Refund (Perquimans County) Approvals:
 Gray, Scott Charities _____ \$115.45
 Vehicle sold; 8-month refund. Account No. 32844568
 Nicholas, Faye _____ \$368.51
 Over payment of prepayments. Account No. 208565
 Lamb, Martin _____ \$294.21
 Over payment of prepayments. Account No. 312760
- Tax Releases (Perquimans County) Approvals:
 Overman, Eliah & Grace _____ \$214.27
 Boat & motor listed in error. Account No. 229120
 Mosher, John & Reginald _____ \$913.48
 Senior discount was applied to the wrong parcel. Has been applied to the owner's correct parcel. Account #430175
 Bennett, James & Mary _____ \$197.33
 Did not receive the senior discount. Account No. 0256761

3. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Sharon Lencite	Administrative Assistant – Sheriff's Office	Appointment	60/1	\$26,599	09/20/2021
Meribeth Harris	Water Clerk I	Appointment	61/9	\$36,337	10/01/2021
Virginia White	Housekeeping Assistant	Termination			09/18/2021
Tyler Watson	Part-Time/Fill-in Paramedic	Resignation			09/30/2021
Jerry Howell	Part-Time/Fill-in Paramedic	Resignation			09/31/2021
Tiffany Hayes	PI/PF Certified Telecommunicator	Removal from Roster			09/20/2021
Denise Shillings	Income Maintenance Tech (Part-Time Temporary Position)	Appointment	59	\$13,000/yr.	10/27/2021

4. Step/Merit Increases:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Ananda Ward	Part-Time/Fill-in Certified Telecommunicator	62/3	\$15,761/yr.	10/01/2021
Sandra Leasure	EMC II – Adult Medicoid	63/1	\$32,636	10/01/2021
Diane Murray	EM Supervisor II – Family & Children's Medicoid	67/5	\$42,908	10/01/2021
Donna Shillings	EMC II – Family & Children's Medicoid	63/2	\$31,433	10/01/2021
William Tutwiler	EMAS Part-Time Paramedic – Shift Supervisor	70/5	\$23,340/yr.	10/01/2021

5. Budget Amendment:

BUDGET AMENDMENT NO. 5
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT INCREASE	AMOUNT DECREASE
10-348-200	State Grants – Social Services	17,548	
10-610-281	DSS-FMS-CAN-NRVA	17,548	

EXPLANATION: To amend FY 21/22 budget to include FMS funding as awarded to be used for FMS salaries.

BUDGET AMENDMENT NO. 6
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT INCREASE	AMOUNT DECREASE
10-548-200	State Grants – Social Services	14,000	
10-610-148	Low Income Energy Ass't (LIEAP)	14,000	

EXPLANATION: To amend FY 21/22 budget to include additional LIEAP funds as awarded by the state.

BUDGET AMENDMENT NO. 7
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT INCREASE	AMOUNT DECREASE
10-548-412	State Grants – Emergency Management	12,920	
10-530-333	Performance Grant – Emergency Management	12,920	

EXPLANATION: To amend FY 21/22 budget to include additional EM/FG funds as awarded by the state.

BUDGET AMENDMENT NO. 8
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT INCREASE	AMOUNT DECREASE
10-335-000	Miscellaneous Revenue	1,000	
10-330-312	Supplies - EMR into FM		1,000

EXPLANATION: To amend FY 21/22 Budget to include additional FM funding as awarded in FY 2021 to be used for FM supplies for Fire Prevention Week.

6. Enclosures: The following board appointments were approved by the Board:

Name	Board/Committee	Action Taken	Term	Effective Date
Mimiltsch, Jerry	Tourism Development Authority (Hertford appointee)	Reappointment	2 yrs.	1/00/2021
Winstow, Wade	Board of Trustees for Belvidere-Claspell Hill Fire Dept.	Reappointment	1 yr.	10/01/2021
Baker, Julian	Board of Trustees for Belvidere-Claspell Hill Fire Dept.	Reappointment	1 yr.	10/01/2021
Hobbs, Benjamin	Board of Trustees for Belief Fire Dept.	Reappointment	1 yr.	10/01/2021
Mathews, Chiril	Board of Trustees for Belief Fire Dept.	Reappointment	1 yr.	10/01/2021
Chappel, Lawrence	Board of Trustees for Darent's Neck Fire Dept.	Reappointment	1 yr.	10/01/2021
Nixon, Mark E.	Board of Trustees for Darent's Neck Fire Dept.	Reappointment	1 yr.	10/01/2021
Boyce, Jonathan	Board of Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/01/2021
Swayne, Robert D	Board of Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/01/2021

7. Enclosures: The following miscellaneous documents were approved by the Board:

h. 2021 Holiday Schedule: Each year, the Board needs to approve the Size Holiday Schedule for Social Services. The Board approved the following 2021 Holiday Schedule:

HOLIDAY	OBSERVANCE DATE	DAY OF WEEK
New Year's Day	December 31, 2021	Sunday
Dr. Martin Luther King, Jr. Day	January 17, 2022	Monday
Good Friday	April 15, 2022	Friday
Memorial Day	May 30, 2022	Monday
Independence Day	July 4, 2022	Monday
Labor Day	September 5, 2022	Monday
Veterans Day	November 11, 2022	Friday
Thanksgiving	November 24 & 25, 2022	Thursday & Friday
Christmas	December 13, 25, & 27, 2022	Friday, Monday & Tuesday

i. Perquimans County Board of Elections Resolution #2021-02: For informational purposes only, the Board of Elections presented the following Resolution #2021-01 establishing procedures for counting of absentee ballots for the municipal elections:



Perquimans County Board of Elections
601 A South Edenton Road Street
PO Box 336
Hertford, N.C. 27944

Phone: 252-426-5595 Fax: 252-426-5068

Perquimans County Board of Elections Resolution #2021-02

WHEREAS, the Perquimans County Board of Elections (BOE) is responsible for ensuring all absentee ballots are counted;

BE IT RESOLVED that the Perquimans County Board of Elections shall meet on Tuesday, November 2, 2021, Election Day at 2:00 p.m. at 601 South Edenton Road Street, Hertford to count absentee ballots received by the county board of elections pursuant to G.S. 163-22(b)(1).

BE IT ALSO RESOLVED that the Perquimans County Board of Elections shall meet on Monday, November 8, 2021 at 5:00 p.m. at 601 South Edenton Road Street, Hertford if additional absentee ballots are received by the county board of elections pursuant to G.S. 163-22(b)(2).

Approved: September 7, 2021

Christina Marshall Board Chair

Secretary
Robert J. Miller Member
Robert J. Miller Member
Robert J. Miller Member

c. Memorandum of Participation - Cavannah MacDonald Consulting, LLC: The audit requires that the County contract with a company to prepare our Other Post-Employment Benefits (OPEB) Valuation. Finance Officer, Tracy Mailheas, recommended the approval of the following contract with Cavannah MacDonald Consulting, LLC that has finalized it in the past few years. This Board unanimously approved the following Memorandum of Participation:

2021 MEMORANDUM OF PARTICIPATION (MOP)
FOR A FULL VALUATION OF THE
OTHER POST-EMPLOYMENT BENEFITS (OPEB)

ENTITY NAME: Perquimans County
 UNIF'S RETIREMENT SYSTEM I.D. NUMBER(S): 97201
 MAILING ADDRESS: P.O. Box 45
 CITY: Hertford
 NAME: Mr. Ms. (choose one) Tracy Mailheas ZIP CODE: 27944

PHONE #: (252) 326-8482 TITLE: Finance Officer
E-MAIL ADDRESS: tescmah@ncsc.com

On behalf of the employer noted above, we have agreed to engage Carverough Macdonald Consulting, LLC to perform a GASB 74 actuarial valuation of the employer's OPEB Plan. I understand that we will be billed directly by Carverough Macdonald Consulting, LLC and a copy of the actuarial report will be e-mailed to the person listed above by Carverough Macdonald Consulting. I understand the fee structure is as follows:

GASB No. 74/FES Valuations	
Base Fee	Base Fee
• Less than 20 total active and retired participants	\$3,000
• 20-49 total active and retired participants	\$6,500
• 50-99 total active and retired participants	\$7,000
• 100 or more total active and retired participants	\$8,500
	+ Plus +
Per Participant Fee	
• Less than 50 total active and retired participants	\$5.00
• 50-99 total active and retired participants	\$4.50
• 100-249 total active and retired participants	\$3.25
• 250-499 total active and retired participants	\$2.75
• 500 or more total active and retired participants	\$2.50

Interested employers must return this 2021 Memorandum of Participation indicating these desires to participate along with all requested data as outlined on the following page, in order to complete the report in advance of your June 30, 2022 financial report, we need to receive all requested information no later than October 31, 2021.

If (1) your plan is not a single employer, defined benefit plan or (2) if your plan has directly presented component units or (3) if your plan has a special funding situation, additional fees may apply. Please contact us for a fee quote.

Additional fees may also apply if information is not provided in the requested format and/or time is needed reviewing outstanding questions.

Authorized Signature: _____
Signed this 4th day of October, 2021.

Should you have questions regarding the information requested in this letter, please contact the OPEB Team (NCOPER@CarveroughMacdonald.com) or via phone at (678) 388-1700.

INFORMATION COLLECTION CHECKLIST FOR OPEB REQUEST

ENTITY NAME: Presbyterian College
UNITS RETIREMENT SYSTEM (LD NUMBER): 97201

The June 30, 2021 OPEB valuation will be the basis for June 30, 2022 financial disclosure.

Please provide a completed copy of this checklist to indicate the items being sent and the work being requested. This will help us verify receipt of all information and to be sure nothing was lost in transit. Check the boxes below to indicate which items are included in this submission. If multiple submissions are needed because some of the information is not immediately available, please provide an updated checklist with each submission.

Will you need additional information related to a split of the liabilities, OPEB expense or proportional share amounts for the component units. Additional fees will apply based on our hourly rates.

- Yes - Be sure to provide the fund for each member (active and retired) on the census data.
- No - No additional information is needed.
- Executed 2021 Memorandum of Participation (MOP)

Details regarding the required items listed below can be found in the "Memorandum and Explanation of Items Requested" document.

- (1a) Active Data as of June 30, 2021 (including SSN for each record or NCLGERS Person ID for each record) in an encrypted/proTECTED Excel file. Note that the NCLGERS data file will be used to supplement the information you provide.
- (1b) Resire Data as of June 30, 2021 (including SSN for each record or NCLGERS Person ID for each record) in an encrypted/proTECTED Excel file.
- (1c) A copy of the OPEB plan provisions related to the plan is included with the submission.
- (2) Have the OPEB plan provisions changed since the prior valuation?
 - Yes - Please provide the new plan provision information detailing the new OPEB plan benefit eligibility conditions and/or cost-sharing information.
 - No - We will use the same OPEB plan provisions summarized in your last report.

- (3) Medical coverage summaries (co-pays, deductibles, etc.) for the most recent 2 years.
- (4) Premium rates and the effective dates for the most recent 2 years for each benefit, coverage tier and group
- (5) Please refer to item 5 in the "Memorandum and Explanation of Items Requested" document for an explanation of fully-insured and self-insured benefits. Check the appropriate boxes below for your plan.

For Pre-Medicare: Fully insured Self-insured
 Other, please explain: _____

For Medicare: Fully insured Self-insured
 Other, please explain: _____

- (6) Plans with self-insured benefits must provide claims experience, enrollment counts by coverage tier, administrative fees and other fund fee information. We provided a template for your use in collecting the claims experience information as an attachment in the data request email. Email us at NCOPER@CarveroughMacdonald.com if you need another copy. If the template is not fully completed, additional information may be requested and delays may occur. Also provide a copy of the most recent Administrative Service Only (ASO) funding rates for each plan option. An example of the ASO rates is included on the template. The ASO rates are usually provided by your administrator.
- (7a) Claims and/or premium paid for the measurement period July 1, 2020 - June 30, 2021. We provided a template for your use in collecting the claims experience information as an attachment in the data request email. Email us at NCOPER@CarveroughMacdonald.com if you need another copy. If the template is not fully completed, additional information may be requested and delays may occur.
- (7b) The calculation of OPEB Expense includes the "Administrative Cost" for the year. The Administrative Cost reported for this item, if you choose to report any, should be those costs not associated with the direct payment of benefits and not paid from OPEB trust. Administrative Costs may include professional fees (trust fees, audit fees, actuarial fees, etc.) associated with the administration of the OPEB plan. Note that expenses booked elsewhere or paid from an OPEB trust should not be included below (to avoid double counting at each expense). What amount should be included in the OPEB expense? _____ (enter \$0 or the amount we should use -- if left blank, we will assume \$0)

- (7c) Do you have or plan to have OPEB assets?
 - Does the Employer have assets in a qualified GASB OPEB funding vehicle (i.e., a Trust or Trust like arrangement for the sole purpose of providing OPEB benefits for retirees that cannot be used to pay active health care costs or any other benefits) as of June 30, 2021? Yes No (choose one)
 - If there were no OPEB assets as of June 30, 2021, does the Employer plan to establish OPEB assets in a qualified GASB OPEB funding vehicle by June 30, 2022? Yes No (choose one) N/A (choose one)

- (8a) Provide a copy of the most recent actuarial report for the OPEB plan if it is not prepared by Carverough Macdonald Consulting.
- (8b) Provide most recent Audited Financial Report (CAFR) providing OPEB disclosures information.

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- Our fiscal year end is 6/30 (i.e., 6/30)

(8c) Provide the name, phone number and email address of the person to contact should any questions arise regarding the data submitted.

Name: Trey MallorysPhone: 42521-426-8484E-Mail: traym@hdses@perquimanscountynh.gov

- Cleaning Contracts: The Board approved the two cleaning contracts between Perquimans County and PK & Associates, LLC for custodial cleaning services at the Social Services Building and the EMS Building at a monthly cost of \$750.00 – Social Services Building & \$1,150.00 – EMS Building for cleaning the facilities five times per week.

INTRODUCTION OF NEW EMPLOYEES

The following employees were introduced to the Board:

- County Manager Frank Heath**: After giving a brief background of Ms. Winn, Mr. Heath introduced Casey Winn, Human Resources & Administrative Assistant for the County Manager's Office, who was hired on September 1, 2021. Vice Chair Leigh asked if she had any comments to make. Ms. Winn thanked the Board for this opportunity and stated that she was excited to be working for the County.
- Alan Lennon**, Chairman of Tourism Development Authority (TDA) introduced Stacy Layden, Tourism Director, who began contract work with the County on September 1, 2021. Ms. Layden explained her goals with regard to developing tourism for the County which includes the Perquimans County Museum and the Calfish Hunter Museum. Mr. Heath explained what renovations that the County was going to do to spruce up the building. He stated that Mr. Lennon and himself will need to meet to decide on a grand opening for the Museum. He will keep the Board posted on the progress.

On behalf of the Commissioners, Vice Chair Leigh welcomed the new employee and staff to Perquimans County.

BLAND BAKER, TRILLIUM

Mr. Baker presented a PowerPoint Presentation which detailed the projects of interest in the mental health field. After his presentation, he asked if the Board had any questions. The following questions were asked:

- Commissioner Leinrow**: Mr. Leinrow asked about the Mental Transformation. Vice Chair Leigh also wanted to know more about this program. Mr. Baker stated that, under this program, the employees have an opportunity to speak without feeling threatened. They received recommendations from Trillium employees and also hired an outside source to assist them in accomplishing their goals of creating mental equality. This is an ongoing process.
- Commissioner Woodard**: Mr. Woodard asked about the Mental Transformation. Mr. Baker explained that Maximus was chosen to work on this program with Trillium. Mr. Woodard further asked if mental health appointments were still being handled by the shop. Mr. Baker said that a number of his providers have opened their offices up. County Manager Heath also mentioned that Perquimans County has the availability of a Mobile Unit that is parked at the Recreation Center to serve patients.
- County Manager Heath**: Mr. Heath asked Mr. Baker which company did Trillium partner with to handle their Medication Transformation – Standard Plan. Mr. Baker said that they contracted with Carolina Complete Health.
- Commissioner Woodard**: Mr. Woodard stated that many of his customers have said that they are really confused with these plans. Mr. Baker said that he had heard the same complaints and that Trillium is trying very hard to assist their patients with their open enrollments.
- County Manager Heath**: Mr. Heath stated that Perquimans County still has an opening on their Board and asked if Mr. Baker could share with the Board the requirements to serve on the Board and what was the purpose of the Board. Mr. Baker explained that there are about 10 different categories that would fit somebody to serve. He cited the following: someone who experiences some mental health challenges; a recipient of services; someone with financial experience; someone with mental experience; or someone with DSS experience. Mr. Heath asked if this Board would advise them. Mr. Baker said that they do. He further stated that the reason for the regional advisory boards was because the Trillium Board of Trustees was so large that they were afraid that the counties like Perquimans County would get lost. There is a commissioner and in their appointment from each county. These three boards will in turn appoint the governing board which is made up of four people from each regional board making 12 members. Vice Chair Leigh asked how often does that Board meet. Mr. Baker said that they meet every other month from 4:00 p.m. to 6:00 p.m.

There being no further questions from the Board, Vice Chair Leigh thanked Mr. Baker for coming and proceeded with the rest of the meeting.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

There were no commissioner concerns or reports.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- COVID Updates**: Mr. Heath stated that there are 46 active COVID cases in Perquimans County at the present time. The DELTA COVID vaccine peaked in late August and early September. He shared that about 91% of these cases are among the individuals that are unvaccinated. Of these new cases, 60% are individuals that have been fully vaccinated. They have been discussing the booster vaccination clinics for Pfizer vaccine. The Moderna vaccine booster, which Perquimans County distributed, is not available yet.
- Scott Hamilton Visit**: Mr. Heath explained that last week he had a visit from Scott Hamilton who is President of Golden Leaf. They discussed the Maxine Industrial Park and our progress on that project. Mr. Heath further stated that had some discussions with our legislators about the funding in the State Budget for this project.
- Redistricting Update**: Mr. Heath explained that he sees some preliminary maps of the proposed redistricting which shows that Perquimans County will be taken out of District #1 and moved to the counties south of us. Mr. Heath explained that Perquimans County does not have many historical or relational ties with these counties. He said that he sent letters to the Chairs of the redistricting committees asking that Perquimans County remain with the counties that we have a relationship with. He has not received a response from his letters.
- Monument to the Confederate Deal Update**: Mr. Heath explained that the Board had instructed the Chairman, Vice Chair and himself to meet to discuss the wording, the costs for adding the signage, and location of the signs. In addition, they were requested to have a discussion with the owners of the monument on King Street and the Chairman, Vice Chair, and himself are scheduled to meet with them the early part or middle of October.

BOARD APPOINTMENT: TRILLIUM NORTHERN REGION ADVISORY BOARD

Vice Chair Leigh explained that we still do not have any applications for this Board replacement. She further stated that she had someone in mind to appoint. The information the Board received tonight from Mr. Baker regarding the requirements and purposes of this Board has helped her confirm that she will be contacting this individual to see if he/she would be willing to serve. No action was taken at this time.

SALE OF SURPLUS VEHICLE

County Manager Heath reported that, with the help of the Finance Office and Helen Hunter, we have sold the following surplus vehicle on GovDeals. The highest bid on the item as follows:

BUYER	ITEM	DATE SURPLUSED	START BID	SOLD AMOUNT
Timothy Bealon	2010 Ford Explorer VIN 1EMEU0DE6AL657956	9/17/2021	\$300	\$2,675.00

Mr. Heath recommends the sale of this item. On motion made by Alan Lennon, seconded by Charles Woodard and unanimously approved by the Board.

RESIGNATION: CERTIFIED DEPUTY

County Manager Heath explained that this personnel matter was received after the Agenda Packets were distributed. On motion made by Alan Lennon, seconded by Charles Woodard, the Board unanimously approved the resignation of Joshua Reed effective September 30, 2021.

PUBLIC COMMENTS

The following public comment was made:

➤ **Paul Perry:** Mr. Perry discussed the possibility of leaving a Public Safety Building for our Sheriff's Department and/or a County Complex for Perquimans County. He said that, looking at the Eare County and Currituck County complexes, you have to say that Perquimans County needs to move into the 21st Century with new buildings. He recommends not to start financing this until the year 2026. He further recommends that, if they decide to build these complexes, we should build it on property like the County already owns. He encourages the Board to do preliminary planning as A and B. A would be for what we need – a Public Safety Building for the Sheriff, Magistrate, and Probation & Parole. B would be the Government Complex. He said to put it on the Agenda and have a non-binding vote on the next election for county commissioners and allow all the Perquimans County residents to have an opportunity to vote for or against the projects. He said that the County would probably need to hold public hearings and possibly have a bond issue that they are based to put out. If you remove the county offices out of the Town of Hertford, you will be making units in the coffin of Town of Hertford. The Town of Hertford would die completely. That was my last remarks.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:40 p.m. on motion made by Charles Woodard, seconded by Alan Lennon.

Fondella A. Leigh, Vice Chair

Clerk to the Board

WORK SESSION

October 18, 2021

7:00 p.m.

The Perquimans County Board of Commissioners Work Session on October 18, 2021 was cancelled.

October 26, 2021

Tax Refunds: (Perquimans County)

Jose Luis Colon, II \$154.81

Plate was charged for Town and
County; vehicle is not located in
City limits.

Account#: 61068062

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 10/15/21

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Debbie T Stallings

SOC. SEC. NO.:

POSITION: Full In

DEPT.: Senior Citizens Center

NEW EMPLOYEE EFFECTIVE DATE: 12.1.2021

GRADE: 56 STEP: 6 SALARY: \$13.01 Hourly

ENDING DATE OF PROBATIONARY PERIOD:

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR	1	2	3	4	(CIRCLE)
<input type="checkbox"/>					

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: STEP: SALARY:

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: STEP: SALARY:

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: STEP: SALARY:

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Deborah P. ...

Marilyn ...

DATE: 10/15/2021

DATE: 10-18-21

FINANCE OFFICER

COPY

DATE:

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 10/15/21

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Jennifer T. Coppersmith SOC. SEC. NO.:
POSITION: Permanent PA Nutrition Site Manager DEPT.: Senior Citizens Center

NEW EMPLOYEE EFFECTIVE DATE: January 1, 2022
GRADE: STEP: SALARY: \$12.11 Hourly
ENDING DATE OF PROBATIONARY PERIOD: January 1, 2023

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR	1	2	3	4	(CIRCLE)
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DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: STEP: SALARY:

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY:

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: STEP: SALARY:

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION COUNTY MANAGER APPROVAL
Date GRADE: STEP: SALARY: DATE: 10-18-21
Signature: [Handwritten Signature]

FINANCE OFFICER

DATE:

COPY

EMPLOYMENT ACTION FORM _____ DATE SUBMITTED: _____

COUNTY OF PERQUIMANS
STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Irevor Allen Miles SOC. SEC. NO _____
POSITION: Planning/Zoning Technician DEPT.: Planning

NEW EMPLOYEE EFFECTIVE DATE: 11/01/2021
GRADE: 61 STEP: 2 SALARY: \$30,633
ENDING DATE OF PROBATIONARY PERIOD: 11/01/2022

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION _____ COUNTY MANAGER APPROVAL _____

Frank Leah

DATE: _____ DATE: 10-11-21

FINANCE OFFICER _____

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 10-14-21

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Ryan Cappel SOC. SEC. NO.: _____
POSITION: Deputy DEPT.: Sheriff's Office

NEW EMPLOYEE EFFECTIVE DATE: 11-1-21
GRADE: GS STEP: 2 SALARY: \$36,531
ENDING DATE OF PROBATIONARY PERIOD: 10-31-2022

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date _____ GRADE: _____ STEP: _____ SALARY: _____

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date _____

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date _____ GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION _____ COUNTY MANAGER APPROVAL _____

Shelton Whit Mandi Heath

DATE: 10-14-21 DATE: 10-18-21

FINANCE OFFICER _____

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 10-14-21

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Spencer Wentz SOC. SEC. NO.: _____
POSITION: Deputy DEPT.: Sheriff's Office

NEW EMPLOYEE EFFECTIVE DATE: 11-1-21
GRADE: 65 STEP: 1 SALARY: \$35,638
ENDING DATE OF PROBATIONARY PERIOD: 10-31-2022

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date _____ GRADE: _____ STEP: _____ SALARY: _____

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date _____ GRADE: _____ STEP: _____ SALARY: _____

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date _____

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date _____ GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION _____ COUNTY MANAGER APPROVAL _____
Alton Mho Mark Heath
DATE: 10-14-21 DATE: 10-18-21

FINANCE OFFICER _____

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: October 13, 2021

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Fantasia Saunders SOC. SEC. NO.: _____

POSITION: Certified Telecommunicator FULL-TIME DEPT.: 911 Communications

NEW EMPLOYEE EFFECTIVE DATE: November 1, 2021

GRADE: 62 STEP: 1 SALARY: \$31,231 per year

ENDING DATE OF PROBATIONARY PERIOD: November 1, 2022

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

Date _____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

Date _____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

Date _____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

Date _____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

DATE: 10-13-2021

DATE: 10-19-21

FINANCE OFFICER

COPY

DATE: _____

DATE SUBMITTED: September 28, 2021

COUNTY OF PERQUIMANS

~~PART-TIME~~ EMS/RESCUE EMPLOYEES

NAME: Tantina Copeland SOC. SEC. NO.: _____

POSITION: EMS Part-Time, Fill-In AEMT RESCUE: _____

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: STEP: SALARY: _____

Complete following information only if for new employee.

ADDRESS: _____


CITY/STATE/ZIP: _____

PHONE NUMBER: _____


X 10/1/2021 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE RAISE DUE TO
Date CERTIFICATION (PER ATTACHED STATE CERTIFICATE OF COMPLETION)

GRADE: 66 STEP: 1 SALARY: \$17.91 per hour

EMS DEPARTMENT RECOMMENDATION RESCUE SQUAD RECOMMENDATION
MANAGER APPROVAL


DATE: 9/28/21

COUNTY MANAGER APPROVAL FINANCE OFFICER


DATE: 10-19-21

DATE: _____

COPY

177 Woodland Church Road
Hertford, NC 27944
October 15, 2021

Ms. Beverly Gregory, Coordinator
Perquimans County Senior Citizens Center
1072 Harvey Point Road
Hertford, NC 27944

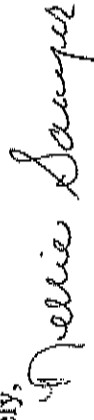
Hand Delivered

Dear Beverly:

I am writing to notify you of my resignation from my position as Nutrition Site Manager. My last day will be December 31, 2021.

Should assistance be necessary for training of a new employee or with the transition in any other way, I will be glad to help.

Sincerely,



Nellie Sawyer

COPY

EMPLOYMENT ACTION FORM DATE SUBMITTED: October 26, 2021

COUNTY OF PERQUIMANS
STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Jennifer Ayers SOC. SEC. NO.: _____

POSITION: Certified Telecommunicator PART-TIME FILL-IN DEPT.: 911 Communications

STATUS CHANGE EFFECTIVE DATE: November 1, 2021

GRADE: 62 STEP: 2 SALARY: \$15.39 per hour

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

Date DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

Date DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

Date DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION _____ COUNTY MANAGER APPROVAL

[Signature] [Signature]
DATE: 10-26-2021 DATE: 10/26/21

FINANCE OFFICER _____
DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 10-14-21

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Victor Sullivan SOC. SEC. NO.: _____
POSITION: Deputy / SRO DEPT.: Sheriff's Office

NEW EMPLOYEE EFFECTIVE DATE: _____
GRADE: _____ STEP: _____ SALARY: _____
ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 65 STEP: 1 SALARY: \$ 35,638

JOB PERFORMANCE EVALUATION

YEAR	1	2	3	4	(CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____
Date _____

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR ² ³ ⁴)
GRADE: 65 STEP: 2 SALARY: \$36,531
Date 11-1-21

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date _____

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date _____ GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION _____ COUNTY MANAGER APPROVAL Frank Heath
Robt M... DATE: 10-18-21
DATE: 10-14-21

FINANCE OFFICER _____
DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 10/26/21

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: LISA LAYDEN

SOC. SEC. NO.:

POSITION: DMV/TAX CLERK

DEPT.: TAX

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 5B STEP: 3 SALARY: ~~\$25,671~~ \$27,499

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____
Date _____

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
GRADE: 5B STEP: 4 SALARY: \$28,186
Date 10/26/21

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date _____

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date _____ GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Beth Jennings

Ingrid Heath

DATE: 10/26/21

DATE: 10/26/21

FINANCE OFFICER

COPY

DATE: _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS

NO. 9

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 1st DAY OF NOVEMBER, 2021, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2021 - 2022 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-397-002	Municipal Dispatch Fees	20,000	
10-510-170	Sheriff - Maintenance/Repair Vehicles	20,000	
EXPLANATION: To amend FY 21/22 budget to include additional funds to cover FY 21/22 expenses.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 1st DAY OF NOVEMBER, 2021.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 1st DAY OF NOVEMBER.

 Chairman, Board of Commissioners

 Finance Officer

Re: Community Advisory Committee
Jasmine Wilson <jwilson@accog.org>

Fri 10/22/2021 9:50 AM

To: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

Yes, she has decided to remain a CAC. I got a notice yesterday that Mary Corprew wants to resign.

Sent from my T-Mobile 5G Device
Get [Outlook for Android](#)

From: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

Sent: Friday, October 22, 2021 9:25:47 AM

To: Jasmine Wilson <jwilson@accog.org>

Subject: Fw: Community Advisory Committee

CAUTION: This message originated from an email address outside the agency. Please do not click any links or open any attachments unless verified. Send all suspicious email as an attachment to Robert@spain.

Jasmine,

Just following up on this e-mail. Is Ms. Simpson still interested in continuing to serve on the Community Advisory Committee and do we have any new recommendations to fill our vacancies? I know that you sent out an e-mail on 10/15/2021 stating that we have not had any resignations for Perquimans County. Can I take that as a yes that Ms. Simpson wishes to continue to serve? Do you have a recommendation yet to appoint those that were in training prior to the COVID-19 pandemic shut down?

Thanks.
Mary

From: Mary Hunnicutt

Sent: Friday, October 8, 2021 2:20 PM

To: Jasmine Wilson <jwilson@accog.org>

Subject: Community Advisory Committee

Jasmine,

I see on my Board Appointment list that Ernestine Simpson's term on the Community Advisory Committee is due to expire on November 30, 2021. Is she still eligible to serve and is she still willing to serve another 3-year term? Also, are we any closer to having our other candidates trained enough to be appointed?

I would need to have a recommendation from you on Ernestine Simpson by Tuesday, October 26th, at 9:00 a.m.

Thank you for all you do.

Mary P. Hunnicutt

Clerk to the Board

Perquimans County

P.O. Box 45

Hertford, NC 27944

Phone: (252) 426-8484

Fax: (252) 426-4034

E-Mail: mhunnicutt@perquimanscountync.gov

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

Highway 17/64 Association Board of Trustees
Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>
Fri 10/8/2021 3:24 PM

To: Marc Finlayson (finlayson@highway1764.com) <finlayson@highway1764.com>

Mr. Finlayson, Frank Heath's term on the Highway 17/64 Association Board of Trustees is due to be reviewed by the Perquimans County Board of Commissioners at their November 2, 2021 meeting. Mr. Heath states that he is willing to continue to serve as long as he is still eligible to serve. Is there anything in your by-laws that would prevent him from serving?

Thank you for your assistance in this matter and I hope you have a great weekend!

Thank you again.

Mary P. Hunnicutt
Clerk to the Board
Perquimans County
P.O. Box 45
Hertford, NC 27944
Phone: (252) 426-8484
Fax: (252) 426-4034
E-Mail: mhunnicutt@perquimanscountync.gov

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

Re: Highway 17/64 Association Board of Trustees
Frank Heath <frankheath@perquimanscountync.gov>
Fri 10/8/2021 2:26 PM

To: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>
Sure

W. Frank Heath, III MPA
Perquimans County Manager
128 N. Church Street
Hertford, NC 27944
(252)426-8484

Perquimans County's Vision: To be a community of opportunity in which to live, learn, work, prosper and play.

From: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>
Sent: Friday, October 8, 2021 2:22 PM
To: Frank Heath <frankheath@perquimanscountync.gov>
Subject: Highway 17/64 Association Board of Trustees

Are you willing to continue to serve on the above referenced Board? Your appointment needs to be reviewed every year.

Thanks.

Mary P. Hunnicutt
Clerk to the Board
Perquimans County
P.O. Box 45
Hertford, NC 27944
Phone: (252) 426-8484
Fax: (252) 426-4034
E-Mail: mhunnicutt@perquimanscountync.gov

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

August 11, 2021

To whom it may concern,

I regret that I need to resign from the board of Perquimans County Library due to health concerns, effective immediately. I have enjoyed working with this group and wish you the best for the future.

Sincerely,


Doug Layden resignation / Jennifer Poppert recommendation

Michelle Lawrence <mlawrence@pettigrewlibraries.org>

Fri 10/15/2021 10:10 AM

To: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

Good morning, Mrs. Hunnicutt,

I hope you are well on this BEAUTIFUL day!

I just realized I don't believe I have sent you Douglas Layden's resignation letter. I have attached it to this email. Unfortunately he has needed to resign due to health reasons.

I would like to recommend Jennifer Poppert to serve out his term. She is dedicated to our library and is eager to serve in this capacity. I feel she would be a tremendous asset to our board.

Michele Lawrence
Librarian
Perquimans County Library
514 S Church Street
Hertford, NC 27944
(252) 426-5319

Contract # _____

Requisition # _____

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT is made the 18 day of October, 2021 between the
County of Perquimans and New Hope Concessions, Contractor.

RECITALS

County is a body corporate and politic of the State of North Carolina with the duties and powers set forth in Chapter 153A of the North Carolina General Statutes.

Contractor represents that it is duly qualified to perform business, and otherwise to transact business in North Carolina.

IT IS THEREFORE AGREED as follows:

1. Scope of Work. Contractor agrees to perform the following services for County:
Provision, Operation, and Maintenance of Concessions Sales at the Perquimans Community Center and Athletic Fields.
Provide the required concession operations, as well as required maintenance and upkeep of the facilities and grounds as related to Contractors services.
2. Compensation. Contractor agrees to pay a percentage each month of service from sales and related revenues on or before the last day of each month, Operating Table as follows:
Operating Year 2021 Monthly Percentage of 17.5 % of gross revenue and Operating Year.
In addition to services required in the Management Agreement, Contractor agrees to the following additional services to the Public:
Payment in the form of a check made payable to Perquimans County on or before the last day of each month.

Be willing to be available to be open for any and all events outside of Parks and Recreation games with notice prior to events.

3. Contractor's Freedom to Contract. Contractor may employ assistants at its sole expense and discretion as may be necessary to fulfill Contractor's obligations under this Agreement. Contractor agrees that anyone to whom it delegates any or all of the Services called for by this contract will be competent, qualified and capable of performing the work without any supervision, contact or assistance by County's employees. Any such assistant will be employed only by Contractor, and will not be an employee of the County while performing services under this contract.

4. Expenses. County shall not be liable to Contractor for any expenses which Contractor incurs, nor shall Contractor be liable to County for office help or expenses. Contractor shall have no authority to bind County by any promise or representation, unless specifically authorized by the County Manager in writing to do so.

5. Term. This Agreement may be terminated by either party at any time upon 30 Days written notice to the other party. Upon the termination of this Agreement, Contractor shall prepare and provide to County a list of all pending unfinished business involving Contractor. Contracted Services under the terms of this agreement shall terminate upon completion of the Services which shall in no event exceed 12 Months for completion of the Services. Terms of the agreement be for a period of one Fall sports season (September 2021-November 2021), with the ability to enter into an agreement for additional seasons.

6. Nature of Relationship. Contractor understands that it is an independent contractor and is not an employee, subcontractor, agent, servant, partner nor joint venturer of

County. Contractor understands that it has the right to use its best judgment and efforts to fulfill the terms and obligations of this Agreement. Contractor further understands and acknowledges the following:

- a. That it will receive no compensation other than as outlined in this Agreement and is not subject to nor eligible for any benefits which may be offered by County to its employees, such as vacation pay, sick leave, insurance coverage or retirement plan participation.
- b. Its Services provided in accordance with this Agreement are an independent calling or occupation.
- c. Contractor is expected to use its own skill, judgment and expertise to fulfill the obligations of this Agreement, and is not supervised, directed or controlled by County as to the means or methods it should employ.
- d. Contract is not required to perform tasks in any particular order or sequence.
- e. Contractor needs no training from County as to how to fulfill its duties and responsibilities.
- f. Contractor may determine its own daily schedule and those of its own employees or servants without prior approval of County.
- g. Contractor is not required to devote any particular percentage of its time or resources to perform the Services required hereunder.
- h. Contractor furnishes its own equipment and supplies and is expected to maintain its business office somewhere other than at the County's office.

- i. To the extent Contractor must procure or maintain any insurance, license, certification or trade membership, it must do so at its own cost.
 - j. This Agreement shall not prevent Contractor from performing other services for other parties. Contractor may engage in other business endeavors or projects of any kind or nature.
7. Taxes. Contractor assumes exclusive liability for payment of all federal, state or other governmental division taxes and contributions for social security, Medicare/Medicaid, etc., now or hereafter required, incurred or assessed by law. Contractors providing equipment, materials, parts or supplies shall provide a breakdown of labor, materials, parts or supplies and sales tax by County or a sales tax report approved by the County Finance Department with the invoice. Contractor agrees to indemnify and hold harmless the County from any claims for taxes as described in this Section.
8. Insurance. Contractor understands and agrees that neither it nor its employees are subject to workers' compensation or general liability coverage maintained by the County for its employees.
9. Indemnity. Contractor shall and does hereby agree to indemnify, save harmless and defend County from the payment of any sum or sums of money to any person whomsoever on account of claims or suits growing out of injuries to persons, including death, or damage to property caused by Contractor, its employees, agents or subcontractors in any way attributable to the performance of the Services, including (but without limiting the generality of the foregoing), all claims for service, labor performed, materials furnished, provisions and supplies, injuries to person or damage to property, liens, garnishments, attachments, claims, suits, costs, attorneys'

fees, costs of investigation and of defense. It is the intention of this paragraph to hold the Contractor responsible for the payment of any and all claims, suits, or liens, of any nature and character, in any way attributable to or asserted against County or against Contractor and County, or which the County may be required to pay. In the event the liability of the Contractor shall arise by reason of the sole negligence of County and/or the sole negligence of County's employees, agents or servants, then and only then, Contractor shall not be liable under the provisions of this paragraph.

10. Arbitration. Any controversy or claim arising out of, or relating to this Agreement, or its breach, shall be settled by arbitration in Perquimans County, North Carolina in accordance with the provisions of the North Carolina Revised Uniform Arbitration Act, (the "Act"). The parties to this Agreement understand that this arbitration provision shall expressly apply to this Agreement in accordance with the Act. Judgment upon the award rendered may be entered and enforced in any court of competent jurisdiction.

11. E-Verify. Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

12. Iran Divestment. Contractor certifies that, as of the date listed above, it is not on the Final Divestment List as created by the State Treasurer pursuant to N.C.G.S. §147-86.58. In compliance with the requirements of the Iran Divestment Act and N.C.G.S. §147-86.58, Contractor shall not utilize in the performance of the contract any subcontractor that is identified

on the Final Divestment List. The undersigned hereby certifies that he or she is authorized by the vendor or bidder listed above to make the foregoing statement.

13. Notices. Any notice, request or report given by one party to the other shall be in writing, deposited in the United States Mail (postage prepaid) or hand delivered and properly addressed as follows:

If the notice is to County:
County of Perquimans
PO Box 538
Hertford, NC 27944

If the notice is to Contractor:
New Hope Concessions
2146 New Hope Road
Hertford, NC 27944

14. Non-Waiver. Nothing set forth herein is intended nor shall be construed as a waiver of any immunity available to County, its governing board or employees.

15. Headings. The headings, subheadings and captions in this Agreement and in any exhibit hereto are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

16. Amendments. This Agreement may not be amended except by written instrument duly executed by or on behalf of all of the parties hereto.

17. Complete Agreement. This Agreement constitutes the entire Agreement between County and Contractor pertaining to its subject matter and supersedes all prior and

contemporaneous negotiations, agreements and understandings of either or both parties in connection therewith.

18. Governing Law. The validity, interpretation and performance of this Agreement and of its provisions shall be governed by the laws of the State of North Carolina.

The undersigned have read the entire Agreement and accept the terms and conditions as shown by their signatures below.

ATTEST:

COUNTY OF PERQUIMANS

By: _____
Clerk to the Board of Commissioners

By: _____ (SEAL)
Wallace Nelson, Chairman of the Board of
Commissioners

New Hope Concessions

By: *Crystal Pearson* (SEAL)
New Hope Concessions

2021 Retention Schedule Updates Released

joshua.hager@ncdcr.gov <clerks@listserv.unc.edu>

Wed 10/27/2021 12:18 PM

To: City and County Clerks <clerks@listserv.unc.edu>

Hello Clerks,

[Information from our blog, the GS 132 Files: <https://ncrecords.wordpress.com/2021/10/27/new-2021-local-government-retention-schedules/>]

Three new updates to local government retention schedules have now been approved and are posted and linked below for your agency's approval. The new updates are as follows:

[2021 General Records Schedule: Local Government Agencies Change Log](#)

[2021 Program Records Schedule: Local Government Agencies Change Log](#)

[2021 Program Records Schedule: Local Public School Units Change Log](#)

The 2021 Program Records Schedule for Local Government Agencies is a new retention schedule created from the former County Management (last updated in 2013) and Municipal (last updated in 2012) retention schedules. This schedule contains specific functions of government at the county and municipal level. This schedule contains a standard for Law Enforcement records, but County Sheriff's Offices should continue to use their specific standalone schedule. Similarly, the schedule also contains a Tax Records standard. County Tax Administration offices should continue to follow the County Tax Administration schedule.

The 2021 Local Public School Units (LPSU) schedule supersedes the previous Local Education Agencies schedule (last updated in 1999).

A "change log" listing new revisions is included above with each of the retention schedules. If you notice changes that have not been addressed in the change log, please contact Mark Holland at (919) 814-6908 or mark.holland@ncdcr.gov.

To approve each these schedules you should print the signature page, obtain the signatures, and return a copy of the completed signature page to our office via email (to any records analyst listed below), fax ((919) 715-3627), or USPS (4615 Mail Service Center, Raleigh, NC, 27699-4615).

The Local Government Schedules page of the website is being updated to include these new schedules. This post will be revised to include those links upon completion of that update.

The Records Analysis Unit will also be contacting county and municipal clerks in the coming days and weeks to assist in the approval of these schedules. They will also be reaching out to officials in other county and local government agencies to provide information on the most recently approved versions of their program schedules and to offer guidance on approving the latest versions as well as the 2021 General Records Schedule.

Analysts will be contacting counties as listed below. They will also be contacting municipalities and other local government agencies within the listed counties. Because of the amount of agencies in North Carolina local government, it may be some time before you are contacted. In the meantime, if you have any questions concerning the schedules, you may contact any of the records analysts listed below.

Additionally, workshop announcements will be made on the blog this week concerning future training opportunities.

Bertie - Camden – Chowan – Currituck – Gates – Hertford – Martin – Pasquotank – Perquimans – Washington

Joshua Hager

Records Management Analyst

Division of Archives and Records

[NC Department of Natural and Cultural Resources](#)

Office: 919-814-6914

Fax: 919-715-3627

joshua.hager@ncdcr.gov

Pronouns: he / him / his

215 N Blount St, State Records Center

4615 Mail Service Center

Raleigh, NC 27699

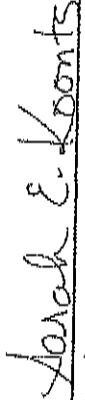
[Twitter](#) | [Facebook](#) | [Instagram](#) | [YouTube](#) | [LinkedIn](#)

Email correspondence to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties.

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule supersedes previous versions of this schedule and any localized amendments; it is to remain in effect from the date of approval until it is reviewed and updated.

APPROVAL RECOMMENDED


Municipal/County Clerk or Manager
Title: _____



Sarah E. Koons, Director
Division of Archives and Records

APPROVED

Head of Governing Body
Title: _____




D. Reid Wilson, Secretary
Department of Natural and Cultural
Resources

Municipality/County: _____

Effective: October 1, 2021

APPROVAL RECOMMENDED


Municipal/County Clerk or Manager
Title: _____



Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Head of Governing Body
Title: _____



D. Reid Wilson, Secretary
Department of Natural and Cultural
Resources

County/Municipality: _____

Effective: October 1, 2021

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS

GENERAL FUNDS

NO. 11

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 1st DAY OF NOVEMBER, 2021, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2021 - 2022 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-397-002	Municipal Dispatch Fees	39,956	
10-511-160	Dispatch - Hardware (local)	39,956	
EXPLANATION: To amend FY 21/22 budget to include additional funds to cover expenses for FY 21/22.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 1st DAY OF NOVEMBER, 2021.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 1st DAY OF NOVEMBER.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
EMERGENCY TELEPHONE FUND

NO. 10

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 1st DAY OF NOVEMBER, 2021, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2021 - 2022 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
78-399-000	Fund Balance Appropriated - PSAP	230,683	
78-500-161	PSAP - Hardware Maintenance	230,683	
78-350-001	Emergency 911 Fees	140,796	
78-500-161	PSAP - Hardware Maintenance	140,796	
EXPLANATION: To amend FY 21/22 budget to include all State funds/fund balance as approved by the 911 Board.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 1st DAY OF NOVEMBER, 2021.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 1st DAY OF NOVEMBER.

 Chairman, Board of Commissioners

 Finance Officer

FOR
INFORMATION
ONLY
ITEMS

DEPARTMENT HEAD REPORTS



107 N. Front Street
Post Office Box 7
Hertford, NC 27944

Phone: (252) 426-7010
Fax: (252) 426-3624

**PERQUIMANS COUNTY
TAX DEPARTMENT**

Enforced Collections-October 2021

GARNISHMENTS: \$1,106.65

PAYMENT AGREEMENTS: \$11,500.24

DEBT SETOFFS: \$0

2021 QUARTERLY BUILDING INSPECTORS REPORT

July, Aug, Sept
 Oct, Nov, Dec
 Jan, Feb, March
 April, May, June

COUNTY	HERTFORD	WINFALL	TOTAL
PERMITS ISSUED			

51	5	3	59.00
32	2	1	35.00
48	3	1	52.00
56	3	3	62.00
25	2	2	29.00
1	0	0	1.00
			0.00
			238.00

- I. # OF BUILDING PERMITS ISSUED
- II. # OF PLUMBING PERMITS ISSUED
- III. # OF MECHANICAL PERMITS ISSUED
- IV. # OF ELECTRICAL PERMITS ISSUED
- V. # OF INSULATION PERMITS ISSUED
- VI. # OF MOBILE HOMES PERMITS ISSUED
- # OF FIRE/OTHER ISSUED
- TOTAL NUMBER OF PERMITS ISSUED

VII. FEES COLLECTED

12394	2085	1444	15923
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VIII. # OF INSPECTIONS PERFORMED

588

IX. VALUE OF CONSTRUCTION

994740			994740.00
	556165		556165.00
41808	15000		56808.00
4000	324699	67000	395699.00
230045			230045.00
55650		25000	80650.00
144000			144000.00
451194	13312	1000	465506.00

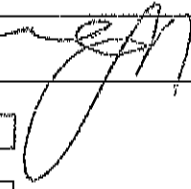
GRAND TOTAL VALUE

\$2,923,613.00

TOTAL VALUE

\$1,921,437.00	\$909,176.00	\$93,000.00	\$2,923,613.00
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SIGNED



PERQUIMANS COUNTY
OFFICIAL REPORT

Date: SEPTEMBER 2021

Board of Commissioners:
Finance Officer:

I wish to report that during September 2021 I received the following funds which were duly deposited in the County's depository on the dates and in the amounts as shown:

DATE	BUILDING PERMITS	ELECTRICAL PERMITS	PLUMBING PERMITS	INSULATION PERMITS	MECHANICAL PERMITS	MOBILE HOME	STATE TAX	MISC	TOTAL DEPOSITED
9/1/2021	1	\$1,384	1	\$130	\$460	3	\$70	\$50	\$270
9/2/2021									\$460
9/3/2021									\$0
9/4/2021									\$0
9/5/2021									\$0
9/6/2021									\$0
9/7/2021		\$520							\$520
9/8/2021			3		\$75	1			\$520
9/9/2021					\$280	3			\$335
9/10/2021		\$60					\$10		\$800
9/11/2021									\$0
9/12/2021									\$0
9/13/2021									\$0
9/14/2021									\$0
9/15/2021		\$100							\$100
9/16/2021		\$110			\$150	1			\$325
9/17/2021									\$410
9/18/2021									\$0
9/19/2021									\$0
9/20/2021		\$839					\$10		\$874
9/21/2021									\$0
9/22/2021		\$1,174					\$10		\$2,075
9/23/2021									\$320
9/24/2021		\$1,013							\$1,298
9/25/2021									\$0
9/26/2021									\$0
9/27/2021			\$438		\$110	2			\$998
9/28/2021									\$0
9/29/2021									\$65
9/30/2021		\$75							\$526
TOTAL	\$4,346	\$4,242	\$1,430	\$375	\$1,215	13	\$30	\$0	\$11,638

Signed: _____ Building Inspector



Case Activity Report

10/1/2021 - 10/26/2021

Activity/Date	Case #	Parcel Address	Violation	Description	Activity Type	Description
10/26/2021	61	113 OLD US 17 RD	junk vehicles	3 junk vehicles in front yard	Send Letter	Sent Notice of Violation
10/26/2021	76	112 BUCK HORN CT	junk vehicles	junk vehicles	Send Letter	Sent Notice of Violation
10/25/2021	62	730 OLD NECK RD	Nuisance vehicle	multiple junk vehicles	Inspection	Property still has several apparent junk vehicles. No obvious attempt has been made to clean anything up at this time
10/25/2021	61	113 OLD US 17 RD	junk vehicles	3 junk vehicles in front yard	Inspection	Property has more vehicles in yard
10/19/2021	73	251 DOGWOOD DR	Abandoned Mobile Home	Abandoned Mobile Home	Inspection	Trailer has been removed, case closed
10/4/2021	25	1034 SNUG HARBOR RD	Solid Waste/AMH	Solid Waste/AMH	Inspection	Trailer has been removed and property has been cleaned up
10/4/2021	65	249 DOGWOOD DR	Solid Waste	Solid Waste	Inspection	Property has been cleaned up

Total Records: 7

Page: 1 of 1

10/26/2021



Case Detail Report

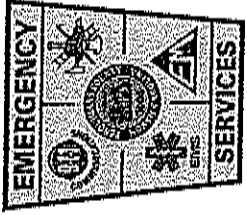
10/1/2021 - 10/26/2021

Case #	Case Date	Parcel Address	Violation	Description	Main Status	Assigned To
76	10/6/2021	112 BUCK HORN CT	junk vehicles	junk vehicles	Open	Erle Solesbee
75	10/14/2021	332 MUDDY CREEK RD	junk vehicles	junk vehicles	Open	Erle Solesbee
74	10/14/2021	248 MUDDY CREEK RD	junk vehicles	junk vehicles	Open	Erle Solesbee
73	10/1/2021	251 DOGWOOD DR	Abandoned Mobile Home	Abandoned Mobile Home	Closed	Erle Solesbee

Total Records: 4

10/26/2021

COMMITTEE REPORTS



PERQUIMANS COUNTY EMERGENCY SERVICES

P.O. Box 563 - 159 Creek Drive - Hertford, NC 27944
(252) 426-5646 Phone - (252) 426-3306 Fax

EMS Peer Review Committee

Meeting Minutes – July 22, 2021 – 5:00 pm

Those attending: Jonathan Nixon, Jim Grosjean, Krystal Agosto, Julie Solesbee, Frank Heath, Elaine Grosjean, Andrea Stoner, and William Tutwiler. (Via phone) Dr. James Wilson, Walter Meads, Caitlyn Colson, and Bethany Buttram.

The meeting was called to order by Jonathan Nixon at 5:00 pm.

The minutes from the April 22, 2021 meeting were approved, motion by Frank Heath and 2nd by Jim Grosjean.

Welcome two new members: Elizabeth Cornwell and Tracy Mitchell. Approved motion by Jim Grosjean and 2nd by Frank Heath.

The following reports were made:

Dr. Wilson – Medical Director

- Via TEAMS.

Walter Meads – College of the Albemarle

- Via TEAMS.

Frank Heath – County Manager

- No report.

Julie Solesbee – Rescue Squad

- No report.

Ashley Stoop – Albemarle Regional Health Services

- Absent.

Robert Glover - NCOEMS

- Absent.

EMS/911 Report –

- See attached PPT Presentation.

Jonathan Nixon - Emergency Services Director

Pending Projects / Trainings / Community Preparedness Activities

- Mini Sheltering Exercise funded through the Homeland Security Grant Program – April 9, 2021 (Completed)
- Perquimans County Schools Tablettop and Full-Scale Reunification Drills – April and May 2021
- Coast Guard Boom Deployment Exercise – April 30, 2021
- Crop Duster/Transportation Hazmat Response Workshop and Full-Scale Exercise funded through the Hazardous Materials Emergency Preparedness Grant – May 25, 2021, and June 9, 2021

- Hurricane/Tornado Tabletop and Full-Scale Exercise funded through the Homeland Security Grant Program -- June 2, 2021, and June 30, 2021
- *Continuity of Operations Plan/Continuity of Government Plan funded through the Emergency Management Performance Grant-Supplemental – Exercise Fall 2021*
- *Active Shooter Exercise funded through the Homeland Security Grant Program – Winter 2021*
- *Hazmat Shipping Exercise funded through the Homeland Security Grant Program – Spring 2022*

PIO Highlights

- Press Releases – 7
- Fire Prevention Week
- Winter Weather Preparedness Week
- National Severe Weather Preparedness Week
- Numerous Severe Weather Briefings
- Numerous Vaccination Clinic Announcements
- Wynne Fork Road Natural Gas Leak
- Shores at Lands End CERT awarded AARP Grant
- Market Street Natural Gas Leak
- Santa BOLO
- Numerous Public Service Announcements regarding S-Bridge Road Closures
- Numerous Public Service Announcements regarding scheduled power outages for the Town of Hertford and Albemarle Electric

Awarded Grants Pending (\$104,357):

- 2020 EMPG – E.M. Ops \$20,625
- 2019 HMEP – HazMat Response Exercise (Chowan/Perquimans LEPC) \$10,000 – Water Treatment Plant Exercise Completed – Reimbursement Received
- 2019 HSGP #1 – Active Shooter \$10,000 – Exercise Nov/Dec 2021
- 2019 HSGP #2 - Water Rescue Exercise \$11,000 – Exercise Completed – Submitted for Reimbursement
- 2020 HSGP #1 – Mini Sheltering Exercise \$4,550 – Exercise Completed – Finalizing Documentation for Submit for Reimbursement
- 2020 HSGP #2 – Hazmat Shipping Exercise \$10,260 – Exercise April/May 2022
- 2020 HSGP #3 – Hurricane/Tornado Workshop and Tabletop Exercise \$7,475 – Workshop and Exercise scheduled for June 2021
- 2020 HMEP – LEPC Transportation Exercise \$18,000 – Tabletop and Exercise scheduled for May/June 2021
- EMPG-S – COOP/COG and Vulnerable Population \$12,695 – Exercise Fall 2021
- 2020 VCH Foundation – 911 Simulator Device \$4,100 – Received March 2021
- 2021 LEPC Tier II – LEPC Ops \$2,000

Awarded Grant Declined (\$697,525.24):

- 911 PSAP Grant – Upgrade 911 Console Equipment \$697,525.24 – The entire project (nearly \$5M) was required to accept the grant.

Applications Pending (\$1,000,000):

- AFG 2020 – Dual-Band Radios for EMS and 6 Fire Depts. \$1,000,000
- 2021 Vidant Chowan Hospital's Community Benefit Grants Program – GETAC Tablet and Cradlepoint for Mobile Integrated Healthcare Provider Vehicle - \$6,049

New Business

- Community Paramedic SOG
- Updated Rehab SOG
 - Motion by Frank Heath to approve the new SOG, and changes to Rehab SOG, 2nd by Julie Solesbee

Quality Assurance – 3rd quarter 2021 topics will be No Transport.

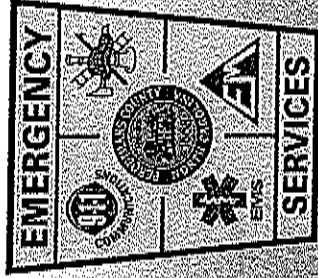
Additional Comments / Concerns

Next Meeting Schedule – October 21, 2021 starting at 17:00.

Adjournment – There being no further business, a motion to dismiss was made, and 2nd by, until the next appointed meeting, which is scheduled for October 21, 2021, at 5:00 pm.

Respectfully Submitted by Jonathan Nixon, Emergency Services Director.

Perquimans EMS Peer Review Committee



Thursday July 22, 2020 - 5:00PM

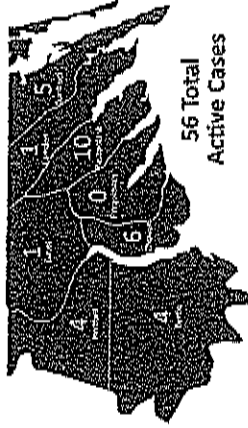
AGENDA

- Call to Order
- Welcome
- Approval of Minutes from April 2021 Meeting
- Reports:
 - Medical Director
 - County Commissioner
 - County Manager
 - Rescue Squad Chief
 - EMS Program Director
 - District Health Department Representative
 - NOGEMS Representative
 - Emergency Services Director (EMS 911 EM)

Emergency Services Report COVID-19 Update

ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health: Inspiring people to lead healthy lives.
Perquimans • Perquimans • Camden • Chowan • Currituck • Bertie • Gates • Hanford

COVID-19 Surveillance Report



56 Total
Active Cases

These have been 12,212 total cases and 1,222 deaths reported this week in Perquimans. Weekly total deaths to date.

July 16, 2021

Total State Reported
Lab Tests Week
Ending 7/10/21
909

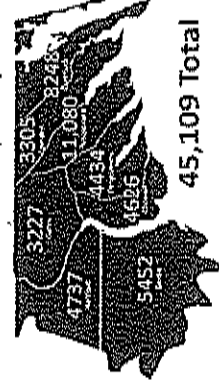
Percent Positive
July 10/21
Previous Week

Emergency Services Report COVID-19 Update

ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health: Inspiring people to lead healthy lives.
Perquimans • Perquimans • Camden • Chowan • Currituck • Bertie • Gates • Hanford

COVID-19 Vaccine Report

ARHS: COVID-19 First Dose
Administrations by County

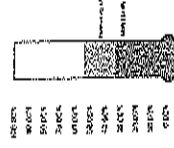


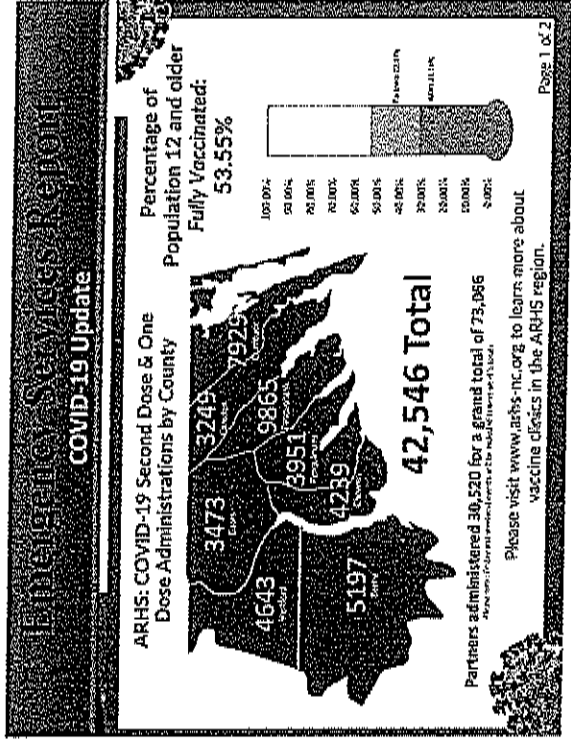
45,109 Total

Partners administered 24,820 for a grand total of 73,929

July 16, 2021

Percentage of
Population 12 and older
Partially Vaccinated:
54.18%





-
- Emergency Services Region**
Completed Projects/Trainings/Community Preparedness Activities
- Eastern Healthcare Preparedness Coalition Call – 3 Meetings in April and May
 - COVID-19 Vaccination Clinics – 4 Clinics held in April and May
 - NC Dept. of Health and Human Services Healthcare Coalition Call – April 7, 2021
 - Virtual Meeting with Motorola – April 8, 2021
 - Mock Shelter Exercises – April 9, 2021
 - Sentara ED/EKMS Virtual Meeting – April 14, 2021
 - NEREMSA Virtual Meeting – April 15, 2021
 - CPR Class – April 16, 2021
 - School Reunification Training Meeting – April 16, 2021
 - CCA EMS Advisory Committee Meeting – April 22, 2021
 - EMS Peer Review Meeting – April 22, 2021
 - 911 Communications Division Advisory Meeting – April 22, 2021
 - Tabletop School Reunification Drill – April 23, 2021
 - Red Cross Sheltering Virtual Meeting – April 28, 2021
 - 911 Center Follow-up Backlog Center at Chowan 911 – April 28, 2021
 - Final Planning Meeting for Crop Duster/Hazmat Exercise – April 29, 2021
 - The Big Pop-Up Event Planning Meeting – April 29, 2021
 - Coast Guard Support/Boat Exercise – April 30, 2021
 - NC Public Safety Communications Conference – May 3 – 5, 2021
 - Dedication Event for Toddly Sablon – May 3, 2021

-
- Emergency Services Region**
Completed Projects/Trainings/Community Preparedness Activities
- National Flood Insurance Program Community Assistance Visit – May 4, 2021
 - National Weather Service Messaging Changes Webinar – May 5, 2021
 - Ribbons Cutting for The Landings of Albemarle – EMS Standby – May 5, 2021
 - Planning Meeting for summer events – May 6, 2021
 - Spring US Coast Guard Area Committee Meeting – May 6, 2021
 - National Right Out Planning Meeting – May 11, 2021
 - Full Scale School Reunification Drill – May 14, 2021
 - Community Emergency Response Team Training – May 18 – 19, 2021
 - Up River Friends Church for Community Helpers Week – EMS Visit – May 18, 2021
 - The Big Pop-Up Event – May 25, 2021
 - Crop Duster Tabletop Exercise – May 25, 2021
 - College of the Albemarle's CPR Instructor Zoom Check In – May 25, 2021
 - NC Emergency Management 2021 Virtual Spring Assn Conferences – May 26, 2021
 - Albemarle Workgroup – Crisis Plan Review – May 26, 2021
 - Hurricane Workshops – June 2, 2021
 - Child Fatality Prevention Team Meeting – June 3, 2021
 - CPR Class – June 4, 2021
 - Human Trafficking Training – June 7, 2021
 - One Community & PORT Health Mobile Integrated Care Clinic – June 7, 2021
 - Es Admin Meeting – June 8, 2021
 - eschedule Web Meeting – June 9, 2021

-
- Emergency Services Region**
Completed Projects/Trainings/Community Preparedness Activities
- Crop Duster/Transportation Hazmat Response Full-Scale Exercise funded through the Hazardous Materials Emergency Preparedness Grant – June 9, 2021
 - NC Emergency Management Forum – June 10, 2021
 - EMS Crews visit Camp Gale to meet with summer staff – June 10, 2021
 - Southern Software Training – June 15 – 16, 2021
 - Healthy Blue Orientation – June 16, 2021
 - Disaster Awareness Work Group Meeting – June 24, 2021
 - EMS Crews visit Forestburg Ruralian Club – June 26, 2021
 - EMS Crews visit Missing Mill Park – June 26, 2021
 - Sentara Albemarle EMS Executive Collaborative – June 30, 2021
 - Hurricane/Tornado Full-Scale Exercise funded through the Homeland Security Grant Program – June 30, 2021
 - Annual Control Group and Support Group Hurricane Briefing – June 30, 2021

Emergency Services Region Pending Projects/Trainings/Community Preparedness Activities

- National Night Out – Tuesday, August 3, 2021 from 5-9pm
- ICC-300
- Continuity of Operations Plan/Continuity of Government Plan funded through the Emergency Management Performance Grant-Supplemental – Exercise Fall 2021
- Active Shooter Exercise funded through the Homeland Security Grant Program – Winter 2021
- Hazmat Shipping Exercise funded through the Homeland Security Grant Program – Spring 2022

Emergency Services Region Public Information Officer Highlights

- Press Release – 10
- NCSDOT along with McLean Contracting announces 5 bridge closures – 7 paces during April and May, 2021
- COVID-19 Vaccination Clinic Announcements – 3 during April and May, 2021
- Numerous Weather Briefings
- National Public Safety Telecommunicator Week – April 11, 2021
- Water Rescue Training – April 30, 2021
- Hurricane Preparedness Week Posts – May 9-15, 2021
- EMS Week Posts – May 16-22, 2021
- US River Friends Protocol Visit for Community Helpers Week – May 16, 2021
- Thank You to Woodmen of the World, Alhambra Lodge 463 for the generous donation – May 21, 2021
- Come Join Our Team – Telecommunicator Announcements – May 21, 2021
- Church Street Parking Project – May 24, 2021
- Hurricane Preparedness Week – May 9 – 15, 2021
- US River Friends Protocol Visit for Community Helpers Week – May 16, 2021
- Shared NC Department of Public Safety's post about meteorite planning ahead for Memorial Day travel – May 20, 2021.
- Crop Duster Hazmat training – June 9, 2021
- NC DPS: New HOPE Program becomes 911 Increasing – June 17, 2021
- Meet Your Pequochee County First Respondent Flyer – June 18, 2021
- Emergency Preparedness for Pets – June 23, 2021
- Perquimans County Press Release – Broadband Survey – June 24, 2021
- Perquimans High School Baseball Team Excites – June 25 & 26, 2021
- Public Service Announcement – Road Closure at Creek Dr. and Wintfall Blvd. – June 26 – 28, 2021



Emergency Services Region Grant Updates

- Awarded Grants Pending (\$61,630):
 - o 2020 EMPG – EM Ops \$20,625
 - o 2019 HSGP #1 – Active Shooter \$10,000 - Exercise Nov/Dec 2021
 - o 2020 HSGP #2 – Hazmat Shipping Exercise \$10,250 – Exercise April/May 2022
 - o EMPG-S – COOP/COG and Vulnerable Population \$12,695 – Exercise Fall 2021
 - o 2021 Vidant Chowan Hospital's Community Benefit Grants Program – GEIAC Tablet and Cradlepoint for Mobile Integrated Healthcare Provider Vehicle \$6,050
 - o 2021 LEPC Tier II – LEPC Ops \$2,000
- Applications Pending (\$1,763,012):
 - o AFG 2020 – Dual Band Radios for EMS and 6 Fire Depts. \$1,000,000
 - o 2022 911 PSAP Grant and Funding Reconsideration – Radio and Tower Upgrades \$763,012.30



AGENDA

- QA Reports:**
- Operations
 - EMS Calls By Priority Impression (Top 10)
 - EMS Call Volume
 - Run Times (Chute, Enroute & On-Scene)
 - Resource Issues
 - EMD Compliance
- Personnel**
- EMS & EMD Personnel Credentialing
 - Clinical
 - Skill Competency
 - Medication(s) Complications

ELECTRONIC SIGNATURES IN ESO

EMS CALL VOLUME

April 1 to June 30, 2021 Summary

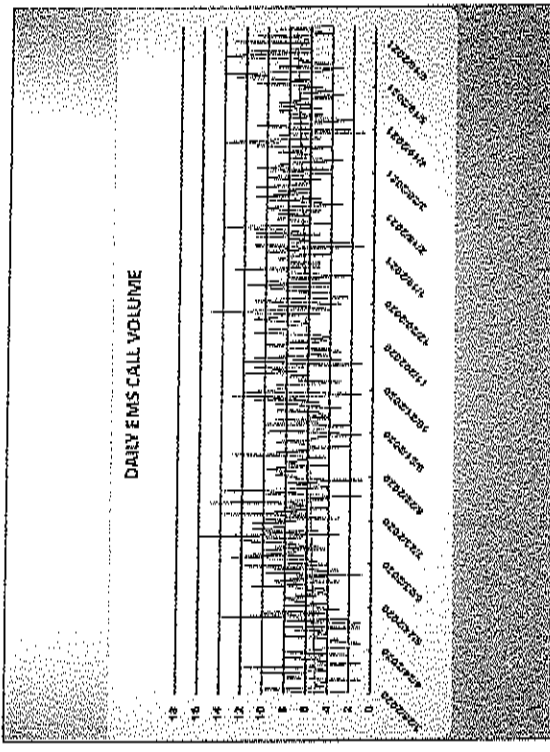
984	2nd Quarter Total Reports
24	3 rd Calls / All Page (Identified)
1	4 th Call / All Page
104	Cancelled & Standby
48	No Complaints or Injury / Illness Noted
32	Abdominal Pain
29	Generalized Weakness
26	Anxiety Reaction / Emotional Upset
198	Transported To Santara Albemarle Medical Center
143	Transported To Vidant Chowan Hospital

EMS CALL VOLUME

EMS CALLS BY MONTH 2017 TO 2021

	2017	2018	2019	2020	2021
January	196	202	181	186	221
February	182	191	165	197	220
March	195	190	194	187	234
1st Quarter	573	583	540	580	675
April	148	173	186	150	219
May	178	166	212	174	235
June	186	216	228	207	230
2nd Quarter	492	575	626	531	684
July	169	166	219	256	
August	191	204	218	219	
September	182	165	203	190	
3rd Quarter	532	537	640	665	
October	178	195	183	218	
November	168	176	141	204	
December	186	175	216	238	
4th Quarter	532	548	540	660	
Overall TOTALS:	2109	2243	2346	2436	

Numbers are from the PERCA website for ambulances and officers, patient contact



EMS CALL VOLUME

April 1 thru June 30 Top 10 Primary Impressions	
104	Cancelled & Standby
48	No Complaints or Injury / Illness Noted
32	Abdominal Pain
29	Generalized Weakness
26	Anxiety Reaction / Emotional Upset
21	Extremity Pain
20	Pain (Non-Traumatic)
15	Back Pain
15	Injury of Head
14	Alcohol Use
14	Chest Pain / Discomfort
12	Acute Respiratory Distress (Dyspnea)
12	Altered Mental Status
12	Nausea

EMS CALL VOLUME

2nd Quarter 2020
 3rd Calls / All Page = 24
 4th Calls / All Page = 1

1st Quarter 2021
 3rd Calls / All Page = 16
 4th Calls / All Page = 1

2nd Quarter 2021
 3rd Calls / All Page = 24
 4th Calls / All Page = 1

EMS CALL VOLUME

EMS TRANSPORTS BY MONTH 2019 TO 2021

	2019			2020			2021		
	SAMC	VCH	VCH	SAMC	VCH	VCH	SAMC	VCH	VCH
January	71	44	44	72	44	44	90	39	39
February	68	27	43	77	43	38	81	38	44
March	76	49	31	72	31	54	54	44	121
1st Quarter	215	120	119	221	119	225	225	121	144
April	82	45	58	58	24	71	71	40	62
May	75	46	55	55	44	79	79	42	42
June	70	40	61	61	42	48	48	42	144
2nd Quarter	207	131	174	174	110	198	198	144	
July	81	40	70	70	50				
August	84	52	71	71	36				
September	68	40	65	65	40				
3rd Quarter	233	132	206	206	126				
October	62	28	63	63	51				
November	48	35	83	83	30				
December	83	40	69	69	43				
4th Quarter	193	101	215	215	124				
Overall TOTALS:	848	484	816	816	478				

RUN TIMES & RESOURCE ISSUES

April 1 to June 30, 2021 Summary

13	Calls over 3 minute chulie time (1 was a 3rd Call / All Page)
2	Calls over 5 minute chulie time
0	Calls over 10 minute chulie time
1 Min 5 Sec	Average Chulie Time
10 Min 35 Sec	Average En Route Time
32 Min 50 Sec	Average On Scene Time includes shot clinic time

RUN TIMES & RESOURCE ISSUES

Resource Issues

- **Vehicle:**
 - Unit 162 Engine overheated while enroute to 3rd call
 - Unit 161 picked up call from station - 5 min. difference in enroute times
 - Unit 162 lost it's engine coolant in a driveway
 - Patient taken to hospital by another unit 161 - Approx. 2 to 5 min. delay
 - Gas put in diesel fuel unit
 - All Units labeled "Diesel Fuel Only"
 - Units were diverted around E-City due to unrest
- **Equipment:**
 - Tech was hit with a backboard, putting equipment away
 - Minor injury
 - (Cell) papers were killed, lost and filed
 - CAB issue with 165
 - Several generators and belts in the lot, later
 - Generator 66 Gradle going - Appears to be fixed for now...
 - Portable Generator taken to Winfall Tower as back-up

RUN TIMES & RESOURCE ISSUES

Issues That are Note Worthy:

- Loaned a unit to Pasquotank-Camden EMS
- Loaned a unit to Bertie for a NET transport
- Unit's Emergency Lights going on and off (more than they should)
- Ramp build on Grubb Street
- Fuel Shortage
- Units windshield replaced
- Water Rescue Calls - 3 within a week
- Supplies organized on units with stock limits on labels

RUN TIMES & RESOURCE ISSUES

No EMS Crew Available To Respond

	2020	2021
January	37:40	33:13
February	28:18	28:48
March	22:11	27:12
1st Quarter	88:09	89:13
April	23:35	30:23
May	18:56	44:44
June	28:54	29:35
2nd Quarter	70:50	104:42
July	33:53	
August	36:02	
September	33:02	
3rd Quarter	102:57	
October	45:31	
November	27:06	
December	36:16	
4th Quarter	107:53	
Overall TOTALS:	369:49	

Data taken from ESO Records

RUN TIMES & RESOURCE ISSUES

Resource Issues

No Supervisor Available To Respond (best effort to capture this data - some may be missing)

No Supervisor Available To Respond (best effort to capture this data - some may be missing)	
4/11/2021	24 hrs
4/17/2021	12 hrs
5/16/2021	4 hrs and 6.5 hrs (AM Shift Then PM Shift)
5/29/2021	22 hrs

In the same time period a shift supervisor rode in with the unit 14 times

RUN TIMES & RESOURCE ISSUES

Kalamine Overage



Resource Issues

Several cases where, after administration, there was more left to waste than is identified on the vial.

This issue is being monitored and reported to Board/Tee as it occurs.

The Controlled Substance SOG has been modified to reflect this issue. It will be reviewed later during this Peer Review.

EMD COMPLIANCE

Agency Performance Benchmark

Sheriff's Office - EOC

Date Range: 3/1/23 - 3/31/23

Agency Performance Goal of Emergency Box

Project	Number of Calls	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
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Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Top Callers	314	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%

1 - 100% (100%) Goal

2 - 90% (90%) Goal

3 - 80% (80%) Goal

4 - 70% (70%) Goal

5 - 60% (60%) Goal

6 - 50% (50%) Goal

7 - 40% (40%) Goal

8 - 30% (30%) Goal

9 - 20% (20%) Goal

10 - 10% (10%) Goal

11 - 0% (0%) Goal

2nd Quarter
2024

Department	Goal	Actual	Percentage	Notes
Emergency Services	100%	100%	100%	
Fire Services	100%	100%	100%	
Police Services	100%	100%	100%	
Animal Services	100%	100%	100%	
Public Works	100%	100%	100%	
Health Services	100%	100%	100%	
Community Services	100%	100%	100%	
Administrative Services	100%	100%	100%	
Other Services	100%	100%	100%	
Total	100%	100%	100%	

Report generated by Sheriff's Office, EOC

PERSONNEL CREDENTIALING

One new hire is completely certified and working as a full-time TC. Two additional TCs have been hired and have started. Two recently attended Sheriff's Standards Class in Salem, NC. Three scheduled for EMD in Gates County, July 28-30, 2024. Virtual DCI training TBD. Anthony Johnson transferred from full-time to part-time status. Vivian Long retires at the end of this month, plans to come back part-time in September.

Andrea Sloner accepted vacant 811 Shift Supervisor position.

EMD = 21 Total (16 Telecommunicators, 2 911 Shift Supervisors, 2 EMS Shift Supervisors, 1 ES Director)

EMD-C = 3 Total (1 Shift Supervisor, 1 Telecommunicator, 1 ES Director)

ETC = 7 Total (1 Telecommunicator(s), 1 EMS Shift Supervisor)

ETC-C = 1 Total (1 Shift Supervisor)

NC Sheriff's Standards = 23 Total (20 Telecommunicators, 2 911 Shift Supervisors, 1 ES Director)

DCI = 21 Total (16 Telecommunicators, 2 911 Shift Supervisors, 1 ES Director)

EMS = 16 Total (16 Telecommunicators, 1 EMS Supervisor, 1 ES Director)

NC Sheriff's Standards = 16 Total (16 Telecommunicators, 1 Shift Supervisor, 1 ES Director)

PERSONNEL CREDENTIALING

- New EMS Hires (Part-Time)
 - Zachary Hudgins -- AEMT
 - Sarah Hickman -- AEMT
 - Taralynn Fowler -- EMT
 - Aleca Miller -- EMT

PERSONNEL CREDENTIALING

- EMS
- Renewals
 - 2021
 - Logan Hoggie - AEMT
 - Jessica Veivin - Paramedic
- Trainings & Exercises
 - 2021
 - April
 - o CPR
 - May
 - o ACLS
 - June
 - o CPR
- April reported to resume in August Continuous EMS Academy 2021 Release

PERSONNEL CREDENTIALING

Name	2021											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Logan Hoggie												
Jessica Veivin												

COMPETENCY & COMPLICATIONS

- Skill(s)
- Airway Overall ET & Supraglottic Success Rate
 - 100% 1Q21
 - 100% 2Q21

COMPETENCY & COMPLICATIONS

- Skill(s)
- Cardiac -- Chest pain - at patient time to 12-lead ECG (goal 5 minutes)
 - 5:26 minutes 1Q21
 - 5:39 minutes 2Q21
- Code with ROSC
 - 1 April 2021

CLINICAL COMPETENCY & COMPLICATIONS

Skill(s)

- Vascular - IV Success Rates (All attempts)
 - 1Q21 - 67%
 - 2Q21 - 63%

CLINICAL COMPETENCY & COMPLICATIONS

Skill(s)

- Trauma - Average Scene Time for Trauma Patients
 - 1Q21 - 21:01
 - 2Q21 - 19:40
 - 45 min scene time due to fall, and patient safety

CLINICAL COMPETENCY & COMPLICATIONS

Medication(s)

- Any medication error or adverse event
 - No adverse events or errors 1Q21
 - No adverse events or errors 2Q21

CLINICAL COMPETENCY & COMPLICATIONS

Medication(s)

- Asprin Administration Report
 - 1Q21 - 80%
 - 2Q21 - 82%
 - Some patients stated allergy to ASA, other took PTA due to EMD protocols

HIGH RISK PROCEDURES 2Q21

- Chest Decompression - None
- Cardioversion - None
- Restrained Patient - None

HIGH ACUITY CALLS

- STEMI
 - 1Q21 - 1 patient
 - 2Q21 - 3 patients

HIGH ACUITY CALLS

- Stroke
 - Blood Glucose Measurement
 - 100% 1Q21
 - 100% 2Q21
 - Scene Times (Goal = <10 minutes)
 - 18:24 1Q21
 - 23:45 2Q21
 - Extrication causes delay in getting patient to unit

HIGH ACUITY CALLS

- Pediatrics
 - 18 patients 1Q21
 - 23 patients 2Q21

AGENDA

- QA Reports:
 - Special Topics
 - Special Patient Population
 - Mobile Integrated Health (Community Paramedicine)
 - Pilot Programs
 - Special Operations
- Old Business:
 - No Old Business
- New Business:
 - 2021 QA Schedule (EIMD & Hospital)
 - SGG Approval (124, 129)
- 2021 Meeting Schedule
- Comments & Concerns

SPECIAL PATIENT POPULATION

High Utilization (5 or more per quarter)
 April 1 to June 30, 2021 – MIH Contact Not Included

- 70 Y/O @ 1448 Ocean Highway North – 10 Contacts, 3 Transports
- 79 Y/O @ 346 Holiday Lane – 9 Contacts, 3 Transports
- 66 Y/O @ 136 Deep Creek Road – 7 Contacts, 6 Transports
- 33 Y/O @ 223 Wynne Fork Court – 6 Contacts, 3 Transports
- 56 Y/O @ 505 Grubb Street – 6 Contacts, 5 Transports
- 31 Y/O @ 2422 New Hope Road – 5 Contacts, 1 Transport
- 71 Y/O @ 879 Deep Creek Road – 5 Contacts, 5 Transports

SPECIAL PATIENT POPULATION

High Utilization – April 1 to June 30, 2021

AMS / Refusal

- 12 Altered Mental Status calls and all were transported
- 31 Dispositions of Patient Refused Evaluation / Care
- 62 Dispositions of Patient Treated or Evaluated with no transport

Cancelled Calls

- 45 Cancelled Calls (Prior to Arrival & On Scene)

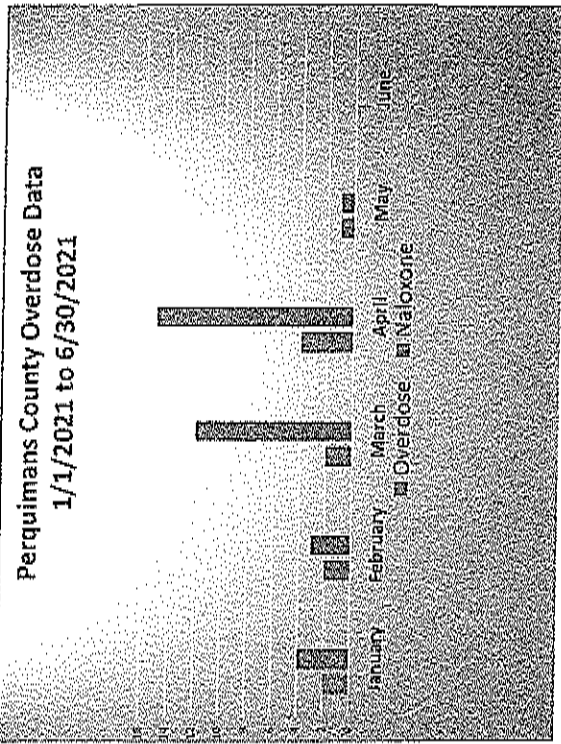
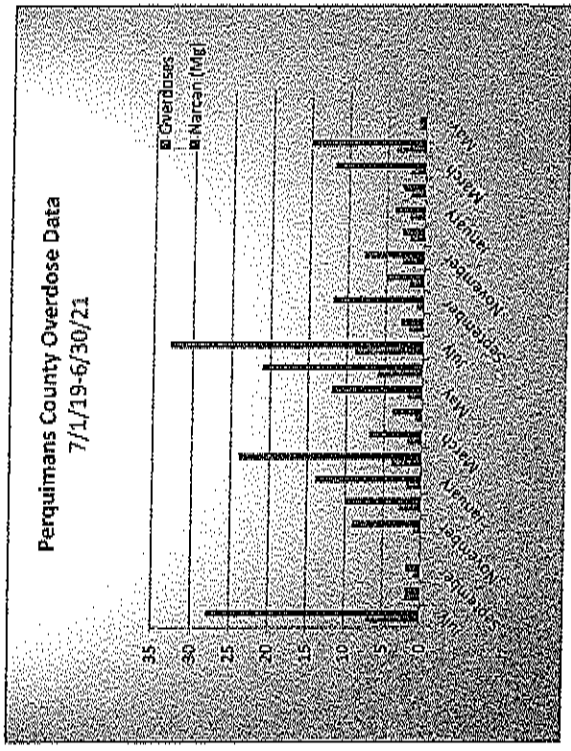
Multi-Patient Events

- 13 calls with 94 patient contacts

Mobile Integrated Healthcare

- PORT Program continues as a part of the overall MIH program
- Received \$6,050 from Vidant Health Community Benefit Grants Program to purchase a GETAC tablet and CradlePoint Router for Zone 2
- FY 21-22 Budget includes purchase of a LifePak 15 for Zone 2
- Have attended several productive meetings with Port Health Services in Elizabeth City
 - MCA in process for Peer Support Services
 - Expected Letter of Support for Duke Endowment Grant Application updating PORT/MIH Authorization to Release Health Information form to ensure HIPAA compliance specific to mental health and substance use disorder patients
- Attended Port Health Services Mobile Clinic ribbon cutting ceremony
- Received 28 boxes of Community Naloxone Kits from Trillium Health





- ### 2021 Goals
- ❖ Partnership with Trillium to provide peer support services
 - ❖ Vicant Partnership for Duke Endowment
 - ❖ Dedicated personnel for Mobile Integrated Health Care
 - ❖ Fulfill equipment wish list
 - ❖ Seek additional grant funding and fee for service opportunities
 - ❖ Increase community outreach and education
 - ❖ Continue in-house continuing education and training with community partners to improve patient care/education

- ### Wish List
- ❖ Tablet with secure & dependable wireless internet connection for video conferencing
 - ❖ Portable printer/scanner
 - ❖ Cardiac monitor with full transmission capabilities
 - ❖ Vehicle stocked with the equipment necessary to be certified at the Paramedic level by NCOEMS
 - ❖ Storage space for donated items to distribute to patients in need

PILOT PROGRAMS

- **Narcan**
 - Community Naloxone kits are still being left on scene and family/patient educated on usage
 - Community Naloxone Kit available for distributed to anyone requesting naloxone at the station
 - Perquimans County Sheriff's Office Community Naloxone Kits are being resupplied after being used during first on scene responses
- **RACE CARS (Randomized Cluster Evaluation of Cardiac Arrest System)**
Assigned to Intervention Group in Duke Clinical Research Institute study. Study will last 7 years

SPECIAL OPERATIONS

- Standbys
 - Scheduled
 - No more COVID-19 Shot Clinics
 - No more Courthouse Temperature Checks
 - Unscheduled
 - Fire



2021 QA SCHEDULE FOR EMD & HOSPITAL

- 1st Quarter – Traumatic Injury & Animal Bite
- 2nd Quarter – Assault & Unknown Problems
- 3rd Quarter – Stab / GSW & No Transport
- 4th Quarter – Psychiatric Problem & Respiratory Arrest

CONTROLLED SUBSTANCE GUIDELINES

EMS STANDARD OPERATING GUIDELINES

SUBJECT	Controlled Substance Utilization Guidelines		SOG NO.
ISSUE DATE	November 30, 2017		124
UPDATED	April 26, 2018	April 22, 2021	
	July 26, 2018	July 27, 2021	
	January 23, 2020		
	December 26, 2020		

EHR PEER QUALITY ASSURANCE

STANDARD OPERATING GUIDELINES

SUBJECT: Peer QA
 ISSUE DATE: Jan 22, 2021

SOC NO. 128

2021 MEETING SCHEDULE

SAVE THE DATE:

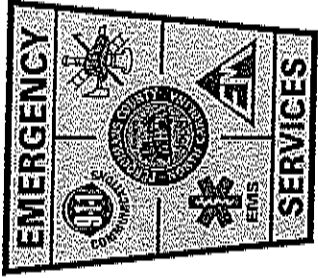
January 21, 2021
 April 22, 2021
 July 22, 2021
 October 21, 2021



COMMENTS AND CONCERNS



Perquimans County 911 Communications Board Meeting



Thursday, July 22, 2021 - 7PM

911 Communications Division

- Purpose:** The purpose of the 911 Communications Division Advisory Board is to analyze and evaluate community expectations for 911 service delivery, assess and recommend new strategies to improve public safety, identify and advocate for needed resources to achieve public safety objectives, and serve as a communication forum for public safety matters. The 911 Communications Division Advisory Board serves at the pleasure of the Perquimans County Board of Commissioners.



911 Communications Division

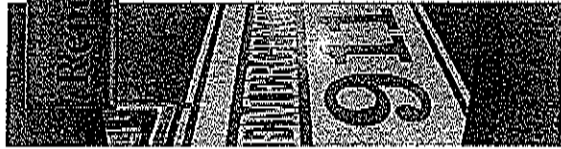
- Meeting Schedule:** The 911 Communications Division Board meets on the 4th Thursday in the months of January, April, July, and October, unless rescheduled.

- Oversight:** The Emergency Services Director is tasked with organizing and conducting the quarterly meetings to include producing an agenda and meeting minutes for each meeting. Meeting correspondence is relayed via email to members.

911 Communications Division

Members:

- County Commissioner
- Town of Hertford
- Town of Winfall
- County Manager
- Emergency Services Director
- 911 Shift Supervisors
- EMS Shift Supervisors
- Emergency Management
- Emergency Services PIO
- Fire Marshal
- GIS Mapping
- Law Enforcement
- Sheriff's Office
- Winfall PD
- NC Wildlife
- Abolitionist Rescue Squad
- Fire Service
- Fire Chief's Association
- Bethel Fire Dept
- Behviere Fire Dept
- Durans Neck Fire Dept
- Hertford Fire Dept
- Halecounty Fire Dept
- Winfall Fire Department
- NC Forestry



REPORTS - 911 COMMUNICATIONS

EQUIPMENT & SOFTWARE

- Annual maintenance was performed at all tower sites
- Console furniture for 4th CAD position was installed with a few issues.
 - Waiting for remaining furniture to arrive and be installed.
 - All CAD, phone, and radio equipment has been set up and is functional.
- Applied for NC 911 Board Grant
 - o Priority 2 - End of Life Equipment.
 - o Grant was presented July 21, 2021 to NC 911 Board
 - o Total Project Cost \$763,012.30
 - o If accepted grant funds will be awarded on October 1, 2021
 - o Replacement Radio Consoles at the 911 Center
 - o Replacement VHF Fire Repeater
 - o Addition of 2 local 800mhz repeaters
 - o Reprogramming of all county 800mhz portables/mobiles
 - o Upgrade Winfall Tower lighting to LED



REPORTS - 911 COMMUNICATIONS

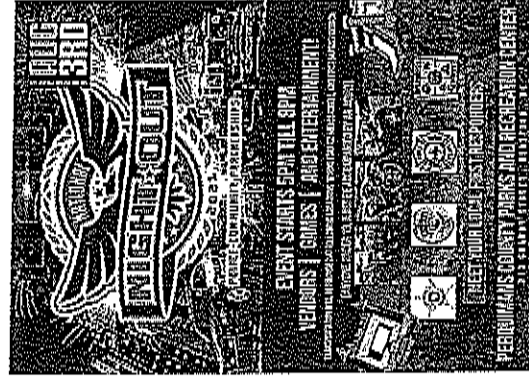
PERSONNEL & TRAINING

- Anthony Johnson transitioned from full-time to part-time status
- Vivian Long retires at the end of this month and plans on coming back as a part-time employee
- Andrea Stoner accepted position as 911 Shift Supervisor
- Hired two (2) new part-time TCs
- Two staff members attended Sheriff's Standards Telecommunicator Class in Salemburg, NC
- Three (3) staff scheduled to attend EMD in Gates County July 28-30, 2021
- In the process of re-purposing old phone server into a Training CAD/MDS server to streamline and organize the CAD training process



REPORTS

- 911 Center
- Law Enforcement
 - *Sheriff's Office
 - *Winfall PD
- Volunteer Rescue Squad
- Fire Departments
 - *Fire Chief's Association
 - *Bethel Fire Dept
 - *Belvidere Fire Dept
 - *Durant's Neck Fire Dept
 - *Hertford Fire Dept
 - *Intercounty Fire Dept
 - *Winfall Fire Dept
- NC Forestry
- Town of Hertford
- Town of Winfall
- County Commissioner
- County Manager
- Emergency Services Director



Emergency Services Report COVID-19 Update

ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health: Inspiring people to lead healthy lives.
Fazoutarak • Perquimans • Curritow • Chowan • Currituck • Gates • Hertford

COVID-19 Surveillance Report

July 16, 2021

Total State Reported Lab Tests Week Ending 7/10/21
909

Percent Positive up to 43.5% from previous week

56 Total Active Cases

There have been 12,111 total cases and 1,949 deaths reported (NIJ) with in partnership. Including local deaths to SD.

Emergency Services Report COVID-19 Update

ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health: Inspiring people to lead healthy lives.
Perquimans • Curritow • Currituck • Gates • Hertford

COVID-19 Vaccine Report

July 16, 2021

ARHS: COVID-19 First Dose Administrations by County

45,109 Total

Partners administered 25,820 for a grand total of 73,529

Percentage of Population 12 and older Partially Vaccinated: 54.18%

Emergency Services Report COVID-19 Update

ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health: Inspiring people to lead healthy lives.
Fazoutarak • Perquimans • Curritow • Chowan • Currituck • Gates • Hertford

COVID-19 Vaccine Report

July 16, 2021

ARHS: COVID-19 Second Dose & One Dose Administrations by County

42,546 Total

Partners administered 30,520 for a grand total of 73,066

Percentage of Population 12 and older Fully Vaccinated: 53.55%

Please visit www.arhs-nc.org to learn more about vaccine clinics in the ARHS regions.

Page 1 of 2

Emergency Services Report COVID-19 Update

ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health: Inspiring people to lead healthy lives.
Fazoutarak • Perquimans • Curritow • Chowan • Currituck • Gates • Hertford

Completed Projects/Trainings/Community Preparedness Activities

- Eastern Healthcare Preparedness Coalition Call – 3 Meetings in April and May
- COVID-19 Vaccination Clinics – 4 Clinics Held in April and May
- NC Dept. of Health and Human Services Healthcare Coalition Call – April 7, 2021
- Virtual Meeting with Midtowns – April 8, 2021
- Mini Shelter Exercises – April 9, 2021
- Sanborn ED/EMS Virtual Meeting – April 14, 2021
- NES/EMSA Virtual Meeting – April 15, 2021
- CPR Class – April 16, 2021
- School Reunification Planning Meeting – April 16, 2021
- CDA EMS Advisory Committee Meeting – April 22, 2021
- EMS Peer Review Meeting – April 22, 2021
- 911 Communications Division Advisory Meeting – April 22, 2021
- Tabletop School Reunification Drill – April 23, 2021
- Red Cross Sheltering Virtual Meeting – April 28, 2021
- 911 Center Follow-up Backlog Center at Chowan 911 – April 18, 2021
- Final Planning Meeting for Crisis Center/Harmon Exercise – April 29, 2021
- The Big Pop-Up Event Planning Meeting – April 29, 2021
- Coast Guard Supported Boom Exercise – April 30, 2021
- NC Public Safety Communications Conference – May 3 – 5, 2021
- Dedication Event for Teddy Sablan – May 3, 2021

Emergency Services Report

Completed Projects/Trainings/Community Preparedness Activities

- National Flood Insurance Program Community Assistance Unit – May 4, 2021
- National Weather Service Messaging Changes Webinar – May 5, 2021
- Piney Woods Friends Church Youth Rally – EMS Standby – May 5, 2021
- Ribbon Cutting for The Landings of Albemarle – May 6, 2021
- Planning Meeting for summer events – May 6, 2021
- Spring US Coast Guard Area Committee Meeting – May 11, 2021
- National Flight Out Planning Meeting – May 13, 2021
- Full Scale School Reunification Drill – May 14, 2021
- Community Emergency Response Team Training – May 18 – 19, 2021
- Up River Friends Church for Community Helpers Week – SMS Vest – May 18, 2021
- The Big Pop-Up Event – May 25, 2021
- Cross Duster Tabletop Exercise – May 25, 2021
- College of the Albemarle's CPR Instructor Zoom Check In – May 25, 2021
- NC Emergency Management 2021 Virtual Spring Mini Conference – May 26, 2021
- NC Emergency Management Eastern Branch Office Meeting – May 26, 2021
- Albemarle Workshop – Crisis Plan Review – June 1, 2021
- Hurricane Workshop – June 1, 2021
- Child Fatality Prevention Team Meeting – June 3, 2021
- CPR Class – June 4, 2021
- Human Trafficking Training – June 7, 2021
- Core Community & POIRT Health Mobile Integrated Care Clinic – June 7, 2021
- ES Admin Meeting – June 8, 2021
- eSchedule Web Meeting – June 9, 2021

Emergency Services Report

Completed Projects/Trainings/Community Preparedness Activities

- Crop Duster/Transportation Hazmat Response Full-Scale Exercise funded through the Hazardous Materials Emergency Preparedness Grant – June 9, 2021
- NC Emergency Management Forum – June 10, 2021
- EMS Crews visit Camp Cale to meet with summer staff – June 10, 2021
- Southern Software Training – June 15 – 16, 2021
- Healthy Blue Orientation – June 16, 2021
- Disaster Awareness Work Group Meeting – June 24, 2021
- EMS Crews visit Forestburg Ruritan Club – June 26, 2021
- EMS Crews visit Missing Mill Park – June 26, 2021
- Sentara Albemarle EMS Executive Collaborative – June 30, 2021
- Hurricane/Tornado Full-Scale Exercise funded through the Homeland Security Grant Program – June 30, 2021
- Annual Control Group and Support Group Hurricane Briefing – June 30, 2021

Emergency Services Report

Pending Projects/Trainings/Community Preparedness Activities

- National Night Out – Tuesday, August 3, 2021 from 5-8pm
- ICS 300 at Perquimans Emergency Services on September 28, 29 & 30 from 8am-4pm daily
- Continuity of Operations Plan/Continuity of Government Plan funded through the Emergency Management Performance Grant-Supplemental-Exercise Fall 2021
- Active Shooter Exercise funded through the Homeland Security Grant Program – Winter 2021
- Hazmat Shipping Exercise funded through the Homeland Security Grant Program – Spring 2022

Emergency Services Report

Public Information Officer Highlights

- Press Releases – 18
- NCDOT along with Mettlan Contracting announces 5-bridge Closures – 7 posts during April and May, 2021
- COVID-19 Vaccination Clinic Announcements – 3 during April and May, 2021
- Numerous Weather Briefings
- National Public Safety Telecommunicator Week – April 11, 2021
- Water Rescue Training – April 30, 2021
- Hurricane Preparedness Week Post – May 9 – 15, 2021
- EMS Week Posts – May 10 – 22, 2021
- Up River Friends Preschool Visit for Community Helpers Week – May 18, 2021
- The Big Pop Up Event – May 20, 2021
- Thank You to Woodmen of the World, Albemarle Lodge 463 for the generous donation – May 21, 2021
- Come Join Our Team – Telecommunicator Announcement – May 21, 2021
- Church Street Paving Project – May 24, 2021
- Hurricane Preparedness Week – May 9 – 15, 2021
- Up River Friends Preschool Visit for Community Helpers Week – May 18, 2021
- Shared NC Department of Public Safety's post about restaurant planning ahead for Memorial Day travel – May 28, 2021
- Crop Duster Hazmat Training – June 9, 2021
- NC DPS: New ISOPE Program Income limit increasing – June 17, 2021
- Meet your Perquimans Society First Respondent Flier – June 18, 2021
- Emergency Preparedness for Pets – June 24, 2021
- Perquimans County Press Release – Roadwork Survey – June 26, 2021
- Perquimans High School Baseball Team Excites – June 25 & 28, 2021
- Public Safety Assessment – Road closure at Cross Dr. and Hartsfield Blvd. – June 26 – 28, 2021

Emergency Services Report Grant Updates

- Awarded Grants Pending (\$61,630):
 - 2020 EMFG – EMT Ops \$20,625
 - 2019 HSGP #1 – Active Shooter \$10,000 - Exercise Nov/Dec 2021
 - 2020 HSGP #2 – Hazmat Shipping Exercise \$10,260 – Exercise April/May 2022
 - EMFG-S – COOP/COG and Vulnerable Population \$12,695 – Exercise Fall 2021
 - 2021 Vidant Chowan Hospital's Community Benefit Grants Program – GETAC Tablet and Cradlepoint for Mobile Integrated Healthcare Provider Vehicle \$6,050
 - 2021 LEPC Tier II – LEPC Ops \$2,000
 - Applications Pending (\$1,763,012):
 - AFG 2020 – Dual Band Radios for EMS and 6 Fire Depts. \$1,000,000
 - 2022 911 PSAP Grant and Funding Reconsideration – Radio and Tower Upgrades \$763,012.30

REPORTS

- 911 Center
- GIS Mapping
- Law Enforcement
- *Sheriff's Office
- *Hertford PD
- *Winfall PD
- *NC Wildlife
- Volunteer Rescue Squad
- Fire Departments
 - *Fire Chief's Association
 - *Bethel Fire Dept
 - *Belvidere Fire Dept
 - *Durant's Neck Fire Dept
 - *Hertford Fire Dept
 - *Intercounty Fire Dept
 - *Winfall Fire Dept
- NC Forestry
- Town of Hertford
- Town of Winfall
- County Commissioner
- County Manager
- Emergency Services Director

2020-2021 911 Call Volume Report

• Belvidere FD	25	• NC Probation	3
• Bethel FD	33	• NC SHP	150
• Chowan EMS	5	• NC Wildlife	8
• Durants Neck FD	13	• Nightingale	5
• Eastcare	5	• Pasq EMS	4
• Perq EM	51	• Perq DSS	26
• Hertford FD	67	• Perq EMS	660
• Hertford PD	440	• Perq FM	2
• Hertford PubWks	4	• Perq SO	2621
• Gates EMS	0	• Perq Water	2
• Intercounty FD	39	• Perq Water/Rescue	4
• Magistrate	171	• Winfall FD	36
• NC DOT	12	• Winfall PD	2
• NC Forestry	16	• Winfall PubWks	7

Schedule for Hosting Agencies

- January-24, 2019 – Town of Hertford (FD & PD)
- April-18, 2019 – Perquimans County Sheriff's Office
- July-25, 2019 – Perquimans County Emergency Services
- October-24, 2019 – Perquimans County Manager
- January-23, 2020 – Inter-County-ITD
- April-23, 2020 – CANCELLED
- July-23, 2020 – Durant's Neck-ITD
- October-22, 2020 – Bethel-ITD
- January-21, 2021 – CANCELLED
- April-22, 2021 – Belvidere-ITD
- July-22, 2021 – Town of Winfall (FD & PD)
- October 21, 2021 – Town of Hertford (FD & PD)
- January 20, 2022 – Perquimans Sheriff's Office

2021 Meeting Schedule

SAVE THE DATE

January 21, 2021

April 22, 2021

July 22, 2021

October 21, 2021

AGENDA

Old Business:

New Business:

- Review of County Website
- 2nd Quarter 2021 Report by Agency (via email)
- Texting Update - Agency Rosters Distributed
- Special Events
- Updated website
- Request form for standby & trainings
- Atlas Geographic
- Additional Comments / Concerns
- Host for October 21, 2021 – Town of Herford (FD&PD)

Meeting Schedule:

January 21, 2021
 April 22, 2021
 July 22, 2021
 October 21, 2021

Adjournment



2021 Meeting Schedule





PERQUIMANS COUNTY EMERGENCY SERVICES
 P.O. Box 563 • 159 Creek Drive • Hartford, NC 27844
 (252) 426-5646 Phone • (252) 426-3306 Fax

911 Communications Division Advisory Board

Thursday, July 22, 2021 – 7:00 P.M. • Perquimans Emergency Services Building

MINUTES

Welcome – Provided by Jonathan Nixon, followed by the blessing by Frank Herd.

Host – Town of Winfall (FD&PD)

Minutes from April 21, 2020, Meeting – via email

Introductions (see sign-in sheet for attendance)

Reports:

- 911 Communications Division – Jonathan Nixon provided the following report:

911 Communications Division Advisory Board

Purpose: The purpose of the 911 Communications Division Advisory Board is to analyze and evaluate emergency operations for 911 service delivery, assess and recommend new strategies to improve public safety, identify and advocate for needed resources to achieve public safety objectives, and serve as a communication forum for public safety interests. The 911 Communications Division Advisory Board serves at the pleasure of the Perquimans County Board of Commissioners.

Members:

- County Commissioner
 - Town of Hertford
 - Town of Winfall
- County Manager
- Emergency Services Director
- 911 Shift Supervisors
- EMS Shift Supervisor
- Emergency Management
- Emergency Services PIO
- Fire Marshal
- Law Enforcement
 - Sheriff's Office
 - Winfall PD
- Volunteer Rescue Squad
- Fire Service
 - Fire Dept's Association
 - Boiled Fire Dept
 - Baldwins Fire Dept
 - N.C. Forestry

- Meeting Schedule – The 911 Communications Division Board meets on the 4th Thursday in January, April, July, and October, unless rescheduled.
- Overnight – The Emergency Services Director is tasked with organizing and conducting the quarterly meetings to include providing an agenda and meeting minutes for each meeting. Missing correspondence is relayed via email to members.

Old Business:

New Business:

- Review of County Website
 - Special Events
 - Request form for standby & trainings
 - 2nd Quarter 2021 Report by Agency (via email)
 - Training Update – Agency Request Distributed
 - Additional Comments / Concerns
 - Hours for October 21, 2021 – Town of Hertford (F.D.)
 - Minutes for 2021, April 22, 2021, July 22, 2021, October 21, 2021

Meeting Schedule:
Adjournment

Respectfully Submitted – Kayla Agost, Shift Supervisor & Jonathan Nixon, Emergency Services Director

EQUIPMENT

- Annual maintenance has been scheduled for source files
- In the process of ordering Console Furniture for the 4th CAD position
- NC 911 Board Grant
 - Applied for \$4,944,143.24 in July 2020
 - Awarded partial amount of \$697,523.24
 - Rejection partial award, due to the fact that the remaining \$4,246,620.00 would have to be paid out of local funds.
- Will be repaying for the NC 911 Board Grant
 - Priority 2- End of Life Equipment
 - Grant Application is due Tuesday, June 1, 2021
 - Replacement Radio Consoles at the 911 Center
 - Replacement VHF Fire Receiver

PERSONNEL & TRAINING

- Don't know if completely certified (pending NCOEMIS application)
- High on 43 for F.C.S.
- Three (3) staff needed DCL Training Modules 1, II, III; in November 2020
- Three (3) staff needed EMD training in October
- Sherriff's Standardize Training Communication Class, Monday, College of the Albemarle – tentatively scheduled for May 2021 in the process of resubmitting an phone order for a Training CA/Directors manual to formalize and organize the CAD training process.
- Will begin Sheriff's Standardize T.C. Continuing Education in this quarter with the Sheriff's Office

GIS Mapings – Rhonda Moore – No response. Frank Hirsch send you after July 1, 2021. GIS services will be contracted to Atlas Geographic Data out of Wilmington, NC.

Law Enforcement

- Sheriff's Office – Not fully staffed, projected 10-5% increase in calls.
- Hertford P.D. – Absent.
- Winfall PD – Absent
- N.C. Wildlife – Absent.

Volunteer Rescue Squad – No report.

Fire Departments

- Chief's Association – Training tower at this school is remote along NDU with F.D.s line they can use it.
- Boiled Fire Dept – Discussion with Tony Bailey regarding water hoses, hoses training.
- Speaking with Plumber on 800 October 2nd.
- Baldwins Fire Dept – No report.
- Dumas Fire Dept – Thanks to Carolinians and County Manager for their commission to the Fire Departments, started forming for the new station, begin building in the 1st of the year.
- Wood Fire Dept – Sponsor new mill. Work on the high rise bridge, remove EMS to switch to fire truck.
- Highway Fire Dept – Absent
- Winfall Fire Dept – Absent
- N.C. Forestry – No report in service. Message to district position in E.C.
- Town of Hertford – Absent
- County Commissioner – Absent
- County Manager – County GIS service is now being contracted to a company in Wilmington, Atlas Geographic. Any GIS mapping service request can go to Jonathan Nixon to determine if we have been addressed.
- Emergency Services Director – Jonathan Nixon provided the following report. See attached PowerPoint.
- Review of Perquimans County website



October 1, 2021
CAC Members -

On September 22nd and 23rd, we met virtually to discuss changes to the Community Advisory Committee program that are being mandated by the Administrative for Community Living (ACL), the federal agency that oversees the ombudsman and CAC programs for each state. The changes that are being mandated were discussed as well as how North Carolina is addressing them.

To recap, these changes include the addition of 21 hours of training to the initial CAC volunteer training. This will include 16 hours of classroom training (versus the current 4 hours) and will cover a much more comprehensive book at the ALTCO programs, including but not limited to: urbane training on complaint investigation, access to records; int records, privacy and confidentiality, and reporting. New applicants will also receive 10 hours of facility orientation (versus the current 4) and 7 hours of independent study (versus the current 3). The goal of the ACL is to provide a more comprehensive understanding of the ALTCO program from an individual and systems level, relevant laws related to incident litigation and ability to access them, and programmatic requirements related to integrity and the investigation process.

All new and current CAC members will also be required to maintain 10 hours of continuing education each year, versus the current 10 hours.

We have asked our CAC volunteers to give critical consideration not only to the additional requirements of your time, but also to the experiences that come with serving on your Committee. Long-term care residents need advocacy and kindly follow-up by those who serve in this capacity and our program needs individuals who have the time and willingness to serve as a volunteer.

Feedback you will find a form that we are asking you to return in our office no later than October 15th. This form is not only an

update form (for our records) but an opportunity for you to express your thoughts and concerns. It will also give you the opportunity to elect whether or not you would like to continue to serve as part of your application/training as a new volunteer.

Please feel free to contact me if you have any questions that I can answer individually for you. Thank you all for your time and your willingness to serve this important role - whether it is through our program or through other programs in your community.

Sincerely,

Amanda Jordan, MSW
Regional Long-Term Care Ombudsman

Region 8 Long-Term Care Ombudsman Program
Community Advisory Committee Update
October 2021

Name _____ County _____
Address _____
Mailing Address (if different) _____
Phone (please use best contact number) _____
Email (only include if you check at least once weekly) _____

- Are you able to use Zoom or other virtual meeting rooms? _____ YES _____ NO
- Do you work or have other commitments that limit the time that you are available to meet during normal business hours? _____ YES _____ NO
- If so, please list other commitments (work, volunteer, personal, etc.) _____

Do you understand that it is a requirement of the Community Advisory Committee Program that volunteers must attend quarterly trainings? _____ YES _____ NO

Do you have any concerns regarding your ability to serve as a CAC volunteer? _____

The ACL has mandated changes to the CAC Program that will take effect on October 1, 2021. Please indicate that you have been informed of those changes by initialing here: _____

Understanding that the changes to the program are federally mandated and will require an increase in the amount of training, continuing education and time that each CAC volunteer will have to invest, are you willing to remain a CAC volunteer or applicant with this program?
_____ YES _____ NO _____ Other _____

CAC Volunteer/Applicant Signature _____ Date _____

PERQUIMANS COUNTY COMMUNICATIONS
159 Creek Dr PO Box 112 Hertford , NC 27944

CFS By Department - All Departments By Date

4/1/2021 - 6/30/2021

INCIDENT COMMAND	Count	Percent
FIRE STRUCTURE FIRE	2	100.00%
Total Records For *INCIDENT COMMAND*	2	Dept Calls/Total Calls 0.04%
911 MAINTENANCE	Count	Percent
FIRE STRUCTURE FIRE	2	11.76%
INFO ONLY	1	5.88%
MAINTENANCE REPORT	11	64.71%
TEST	1	5.88%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	5.88%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	5.88%
Total Records For 911 MAINTENANCE	17	Dept Calls/Total Calls 0.32%

BELVIDERE CHAPEL HILL FD	Count	Percent
CARDIAC OR RESPIRATORY ARREST/DEATH	1	4.00%
DRILL (FIRE / TORNADO / ETC.)	2	8.00%
FIRE ACTIVATED ALARM	2	8.00%
FIRE BRUSH / WOODS FIRE	3	12.00%
FIRE MISCELLANEOUS FIRE	1	4.00%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	4.00%
FIRE STRUCTURE FIRE	1	4.00%
FIRE TRAINING/TESTING	8	32.00%
SPECIAL ASSIGNMENT	2	8.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	4	16.00%
Total Records For BELVIDERE CHAPEL HILL FD	25	Dept Calls/Total Calls 0.47%

BETHEL FD	Count	Percent
BOATING INCIDENT	2	6.06%
CARDIAC OR RESPIRATORY ARREST/DEATH	2	6.06%
FIRE ACTIVATED ALARM	2	6.06%
FIRE BRUSH / WOODS FIRE	5	15.15%
FIRE SMELL OF SMOKE / BURNING	1	3.03%
FIRE STRUCTURE FIRE	2	6.06%
FIRE TRAINING/TESTING	3	9.09%
FIRE VEHICLE FIRE	1	3.03%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	3.03%
PUBLIC SERVICE CALL	2	6.06%
SPECIAL ASSIGNMENT	2	6.06%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	9	27.27%
TRAINING	1	3.03%
Total Records For BETHEL FD	33	Dept Calls/Total Calls 0.62%

CHOWAN CO EMS	Count	Percent
DIABETIC PROBLEMS	1	20.00%

CHOWAN CO EMS

	Count	Percent
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	20.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	60.00%
Total Records For CHOWAN CO EMS	5	Dept Calls/Total Calls 0.09%

DURANTS NECK FD

	Count	Percent
FIRE ACTIVATED/ALARM	1	7.69%
FIRE MISCELLANEOUS FIRE	1	7.69%
FIRE STRUCTURE FIRE	3	23.08%
FIRE TRAINING/TESTING	5	38.46%
OTHER	1	7.69%
SPECIAL ASSIGNMENT	2	15.38%
Total Records For DURANTS NECK FD	13	Dept Calls/Total Calls 0.24%

EASTCARE HELICOPTER

	Count	Percent
BOATING INCIDENT	1	20.00%
STAB/GUNSHOT/PENETRATING TRAUMA	1	20.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	60.00%
Total Records For EASTCARE HELICOPTER	5	Dept Calls/Total Calls 0.09%

EMERGENCY MANAGEMENT

	Count	Percent
BOATING INCIDENT	5	9.80%
BOMB THREAT	1	1.96%
BREATHING PROBLEMS	1	1.96%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	1.96%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	1	1.96%
DRILL (FIRE / TORNADO / ETC.)	2	3.92%
FIRE BRUSH / WOODS FIRE	1	1.96%
FIRE STRUCTURE FIRE	5	9.80%
MIH FOLLOW-UP	1	1.96%
NEIGHBORHOOD PATROL	1	1.96%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	1.96%
PUBLIC SERVICE CALL	1	1.96%
ROAD CLOSURE	2	3.92%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	1.96%
SPECIAL ASSIGNMENT	14	27.45%
STANDBY BALL GAME	2	3.92%
STROKE (CV)/TRANSIENT ISCHEMIC ATTACK (TIA)	1	1.96%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	8	15.69%
TRAINING	1	1.96%
UNCONSCIOUS/FAINTING (NEAR)	1	1.96%
Total Records For EMERGENCY MANAGEMENT	51	Dept Calls/Total Calls 0.95%

HERTFORD FD

	Count	Percent
ASSIST OFFICER	1	1.49%
BOATING INCIDENT	1	1.49%
CARDIAC OR RESPIRATORY ARREST/DEATH	2	2.99%
DRILL (FIRE / TORNADO / ETC.)	1	1.49%
FIRE ACTIVATED ALARM	2	2.99%
FIRE BRUSH / WOODS FIRE	5	7.46%
FIRE SMELL OF GAS	1	1.49%

CAD Report 5

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7/22/2021 12:05

HERTFORD FD	Count	Percent
FIRE SMELL OF SMOKE / BURNING	2	2.99%
FIRE STRUCTURE FIRE	4	5.97%
FIRE TRAINING/TESTING	12	17.91%
FIRE VEHICLE FIRE	2	2.99%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	1.49%
NOISE COMPLAINT	1	1.49%
PUBLIC SERVICE CALL	1	1.49%
SPECIAL ASSIGNMENT	4	5.97%
TEST	2	2.99%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	23	34.33%
TRAINING	2	2.99%
Total Records For HERTFORD FD	67	Dept Calls/Total Calls
		1.25%

HERTFORD POLICE	Count	Percent
ABDOMINAL PAIN/PROBLEMS	1	0.23%
ACCIDENTAL 911 CALL	4	0.91%
ALARM BANK	5	1.14%
ALARM BUSINESS	13	2.95%
ALARM RESIDENTIAL	1	0.23%
ALARM SCHOOL	3	0.68%
ANIMAL CONTROL	2	0.45%
ASSAULT/SEXUAL ASSAULT/STUN GUN	1	0.23%
ASSISTANCE	3	0.68%
B&E (BREAKING&ENTERING) ATTEMPTED / OLD	1	0.23%
BREATHING PROBLEMS	2	0.45%
CARELESS & RECKLESS	11	2.50%
CHASE	1	0.23%
CIVIL PROCESS	6	1.36%
CONVULSIONS/SEIZURES	2	0.45%
DAMAGE TO PROPERTY	2	0.45%
DEBRIS IN THE ROADWAY	1	0.23%
DISTURBANCE	25	5.68%
DOMESTIC	5	1.14%
DRIVERS LICENSE / REGISTRATION	5	1.14%
ESCORT	3	0.68%
FALLS	3	0.68%
FIGHT	8	1.82%
FIRE ACTIVATED ALARM	2	0.45%
FIRE SMELL OF SMOKE / BURNING	1	0.23%
FIRE STRUCTURE FIRE	1	0.23%
FOLLOW-UP	11	2.50%
FRAUD / SCAM BY ANY MEANS	1	0.23%
FUNERAL ESCORT	7	1.59%
GUNSHOTS REPORTED	8	1.82%
HANG-UP 911 CALL	11	2.50%
HARASSMENT	1	0.23%
HEMORRHAGE/LACERATIONS	1	0.23%
INFO ONLY	4	0.91%

HERTFORD POLICE	Count	Percent
INVESTIGATION	2	0.45%
IVC / MENTAL SUBJECT	1	0.23%
LARCENY	5	1.14%
LIVESTOCK (IN THE ROADWAY / YARD)	1	0.23%
LOITERING	1	0.23%
MAGISTRATE REQUEST	5	1.14%
MISSING PERSON / RUNAWAY	4	0.91%
MISUSE OF 911	1	0.23%
MOTORIST ASSIST / DISABLED MOTORIST	5	1.14%
NOISE COMPLAINT	10	2.27%
OTHER	6	1.36%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	2	0.45%
PUBLIC SERVICE CALL	22	5.00%
RECOVER PROPERTY	2	0.45%
REQUEST FOR OFFICER	4	0.91%
SECURITY CHECK	1	0.23%
SERVE PAPERS	7	1.59%
SERVE WARRANTS FOR ARREST	6	1.36%
SERVICE CALL	5	1.14%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	2	0.45%
SPECIAL ASSIGNMENT	2	0.45%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.23%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	43	9.77%
THREATS	4	0.91%
TRAFFIC CONTROL	4	0.91%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1	0.23%
TRAFFIC STOP	70	15.91%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	26	5.91%
TRANSPORT SUBJECT	1	0.23%
TRAUMATIC INJURIES (SPECIFIC)	1	0.23%
TRESPASSING	5	1.14%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	2	0.45%
UNLOCK VEHICLE	13	2.95%
UNLOCK VEHICLE/HOUSE	6	1.36%
VANDALISM	2	0.45%
WELL BEING CHECK	11	2.50%
Total Records For HERTFORD POLICE	440	Dept Calls/Total Calls 8.20%
HERTFORD PUBLIC WORKS	Count	Percent
ALARM WATER DEPT	1	25.00%
UTILITIES REQUEST (WATER / ELECTRICAL)	3	75.00%
Total Records For HERTFORD PUBLIC WORKS	4	Dept Calls/Total Calls 0.07%
INTERCOUNTY FD	Count	Percent
EMS MUTUAL AID	1	2.56%
FIRE ACTIVATED ALARM	1	2.56%
FIRE BRUSH / WOODS FIRE	4	10.26%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	21	53.85%
FIRE NEAR A STRUCTURE	1	2.56%

INTERCOUNTY FD	Count	Percent
FIRE SMELL OF GAS	1	2.56%
FIRE STRUCTURE FIRE	3	7.69%
INFO ONLY	1	2.56%
SPECIAL ASSIGNMENT	3	7.69%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	5.13%
TRAINING	1	2.56%
Total Records For INTERCOUNTY FD	39	Dept Calls/Total Calls
		0.73%

MAGISTRATE OFFICE	Count	Percent
ANIMAL CONTROL	1	0.58%
ASSIST OFFICER	2	1.17%
ASSISTANCE	1	0.58%
CARELESS & RECKLESS	1	0.58%
CHASE	1	0.58%
DISTURBANCE	8	4.68%
DOMESTIC	3	1.75%
DSS / SOCIAL SERVICES REQUEST	1	0.58%
FALLS	1	0.58%
INFO ONLY	1	0.58%
IVC / MENTAL SUBJECT	3	1.75%
MAGISTRATE REQUEST	83	48.54%
MISUSE OF 911	1	0.58%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	0.58%
PUBLIC SERVICE CALL	9	5.26%
SERVE WARRANTS FOR ARREST	13	7.60%
SUBJECT IN CUSTODY	12	7.02%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	3	1.75%
TRAFFIC STOP	17	9.94%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	1.75%
TRANSPORT SUBJECT	4	2.34%
TRESPASSING	2	1.17%
Total Records For MAGISTRATE OFFICE	171	Dept Calls/Total Calls
		3.19%

NC DOT	Count	Percent
DEBRIS IN THE ROADWAY	5	41.67%
INFO ONLY	1	8.33%
LITTERING	1	8.33%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	8.33%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	3	25.00%
WEATHER EVENTS	1	8.33%
Total Records For NC DOT	12	Dept Calls/Total Calls
		0.22%

NC FORESTRY	Count	Percent
FIRE BRUSH / WOODS FIRE	15	93.75%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	6.25%
Total Records For NC FORESTRY	16	Dept Calls/Total Calls
		0.30%
NC PROBATION/PAROLE	Count	Percent
MAGISTRATE REQUEST	1	33.33%

NC PROBATION/PAROLE	Count	Percent
PUBLIC SERVICE CALL	1	33.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	33.33%
Total Records For NC PROBATION/PAROLE	3	Dept Calls/Total Calls 0.06%

NC SHP	Count	Percent
ALARM BUSINESS	1	0.67%
ASSIST OFFICER	2	1.33%
BREATHING PROBLEMS	1	0.67%
CARELESS & RECKLESS	19	12.67%
CHASE	2	1.33%
DAMAGE TO PROPERTY	2	1.33%
DISTURBANCE	3	2.00%
DRILL (FIRE / TORNADO / ETC.)	1	0.67%
DRIVERS LICENSE / REGISTRATION	2	1.33%
FIGHT	1	0.67%
FIRE STRUCTURE FIRE	2	1.33%
GOKART / ATV / 4-WHEELER ON ROADWAY	2	1.33%
HANG-UP 911 CALL	1	0.67%
HIT AND RUN	4	2.67%
INTOXICATED PEDESTRIAN	1	0.67%
MAGISTRATE REQUEST	4	2.67%
MOTORIST ASSIST / DISABLED MOTORIST	4	2.67%
NO OPER LICENSE/NOL	1	0.67%
NOISE COMPLAINT	1	0.67%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	0.67%
PUBLIC SERVICE CALL	2	1.33%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.67%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	5	3.33%
TRAFFIC STOP	16	10.67%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	65	43.33%
TRANSFERRED 911 CALL	4	2.67%
TRESPASSING	1	0.67%
UNLOCK VEHICLE	1	0.67%
Total Records For NC SHP	150	Dept Calls/Total Calls 2.80%

NC WILDLIFE	Count	Percent
BOATING INCIDENT	1	12.50%
DEBRIS IN THE ROADWAY	1	12.50%
PUBLIC SERVICE CALL	1	12.50%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	2	25.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	25.00%
WILDLIFE / HUNTING VIOLATION	1	12.50%
Total Records For NC WILDLIFE	8	Dept Calls/Total Calls 0.15%

NIGHTINGALE HELICOPTER	Count	Percent
FALLS	1	20.00%
STAB/GUNSHOT/PENETRATING TRAUMA	1	20.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	60.00%
Total Records For NIGHTINGALE HELICOPTER	5	Dept Calls/Total Calls 0.09%

No Units	alls	Count	Percent
	ACCIDENTAL 911 CALL	5	7.81%
	ANIMAL CONTROL	6	9.38%
	CARELESS & RECKLESS	3	4.69%
	DISTURBANCE	3	4.69%
	DOMESTIC	1	1.56%
	DSS / SOCIAL SERVICES REQUEST	1	1.56%
	DUPLICATE CALL	2	3.13%
	FIRE BRUSH / WOODS FIRE	1	1.56%
	FIRE CONTROLLED BURN	2	3.13%
	FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	1.56%
	FIRE TRAINING/TESTING	1	1.56%
	FRAUD / SCAM BY ANY MEANS	1	1.56%
	FUNERAL ESCORT	3	4.69%
	HANG-UP 911 CALL	6	9.38%
	INFO ONLY	3	4.69%
	MAINTENANCE REPORT	1	1.56%
	MISUSE OF 911	1	1.56%
	PUBLIC SERVICE CALL	5	7.81%
	REPORT	1	1.56%
	ROAD CLOSURE	3	4.69%
	SPECIAL ASSIGNMENT	1	1.56%
	SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	2	3.13%
	TEST	3	4.69%
	TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	1.56%
	TRANSFERRED 911 CALL	4	6.25%
	TRESPASSING	1	1.56%
	UNAUTHORIZED USE	1	1.56%
	UNLOCK VEHICLE/HOUSE	1	1.56%
Total Records For No Units		64	Dept Calls/Total Calls
			1.19%

PASQUOTANK-CAMDEN EMS

	Count	Percent
BREATHING PROBLEMS	1	25.00%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	25.00%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	25.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	25.00%
Total Records For PASQUOTANK-CAMDEN EMS	4	Dept Calls/Total Calls
		0.07%

PERQUIMANS CO 911

	Count	Percent
ACCIDENTAL 911 CALL	126	14.62%
ALARM BUSINESS	5	0.58%
ALARM ELEVATOR	1	0.12%
ALARM RESIDENTIAL	2	0.23%
ANIMAL BITES/ATTACKS	1	0.12%
ANIMAL CONTROL	4	0.46%
ASSISTANCE	1	0.12%
B&E (BREAKING&ENTERING) IN PROGRESS	1	0.12%
BOLO / ATL (ATTEMPT TO LOCATE)	1	0.12%
BREATHING PROBLEMS	1	0.12%

PERQUIMANS CO 911

	Count	Percent
CARELESS & RECKLESS	3	0.35%
CLEAR RADIOS / WEEKLY PAGER TEST	107	12.41%
DAILY/WEEKLY MAINTENANCE	39	4.52%
DAMAGE TO PROPERTY	1	0.12%
DC ENTRY / TRANSACTION	7	0.81%
DISTURBANCE	4	0.46%
DOMESTIC	3	0.35%
DRILL (FIRE / TORNADO / ETC.)	2	0.23%
DRIVERS LICENSE / REGISTRATION	3	0.35%
DSS / SOCIAL SERVICES REQUEST	2	0.23%
DUPLICATE CALL	1	0.12%
FIRE BRUSH / WOODS FIRE	1	0.12%
FIRE CONTROLLED BURN	2	0.23%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	0.12%
GUNSHOTS REPORTED	1	0.12%
HANG-UP 911 CALL	200	23.20%
HOSTAGE SITUATION / KIDNAPPING	1	0.12%
INFO ONLY	26	3.02%
IVC / MENTAL SUBJECT	2	0.23%
LIVESTOCK (IN THE ROADWAY / YARD)	1	0.12%
MAGISTRATE REQUEST	3	0.35%
MAINTENANCE REPORT	2	0.23%
MISUSE OF 911	15	1.74%
MOTORIST ASSIST / DISABLED MOTORIST	1	0.12%
NOISE COMPLAINT	1	0.12%
OTHER	6	0.70%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	0.12%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	0.12%
PUBLIC SERVICE CALL	9	1.04%
REPORT	9	1.04%
REPOSESSION	4	0.46%
REQUEST FOR OFFICER	1	0.12%
ROAD CLOSURE	8	0.93%
SERVICE CALL	2	0.23%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	0.12%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	0.12%
TEST	37	4.29%
TRAFFIC STOP	1	0.12%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	0.12%
TRANSFERRED 911 CALL	203	23.55%
UNLOCK VEHICLE/HOUSE	1	0.12%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	0.12%
WELL-BEING CHECK	3	0.35%
Total Records For PERQUIMANS CO 911	862	Dept Calls/Total Calls
		16.07%

PERQUIMANS CO DSS

	Count	Percent
DOMESTIC	1	3.85%
DSS / SOCIAL SERVICES REQUEST	13	50.00%

PERQUIMANS CO DSS	Count	Percent
MISSING PERSON / RUNAWAY	2	7.69%
PUBLIC SERVICE CALL	10	38.46%
Total Records For PERQUIMANS CO DSS	26	Dept Calls/Total Calls
PERQUIMANS CO EMS	Count	Percent
ABDOMINAL PAIN/PROBLEMS	12	1.82%
ALARM/RESIDENTIAL	1	0.15%
ALLERGIES (REACTIONS)/ENVENOMATIONS (STINGS/BITES)	5	0.76%
ANIMAL BITES/ATTACKS	1	0.15%
ASSAULT/SEXUAL ASSAULT/STUN GUN	4	0.61%
ASSISTANCE	4	0.61%
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	12	1.82%
BOATING INCIDENT	4	0.61%
BREATHING PROBLEMS	53	8.03%
CARDIAC OR RESPIRATORY ARREST/DEATH	11	1.67%
CARELESS & RECKLESS	2	0.30%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	41	6.21%
CHOKING	4	0.61%
CONVULSIONS/SEIZURES	16	2.42%
DIABETIC PROBLEMS	11	1.67%
DISTURBANCE	3	0.45%
DOMESTIC	2	0.30%
DRILL (FIRE / TORNADO / ETC.)	2	0.30%
EMS MUTUAL AID	2	0.30%
FALLS	82	12.42%
FIGHT	1	0.15%
FIRE ACTIVATED ALARM	1	0.15%
FIRE BRUSH / WOODS FIRE	1	0.15%
FIRE SMELL OF GAS	2	0.30%
FIRE SMELL OF SMOKE / BURNING	1	0.15%
FIRE STRUCTURE FIRE	6	0.91%
FIRE VEHICLE FIRE	2	0.30%
HANG-UP 911 CALL	1	0.15%
HEADACHE	4	0.61%
HEART PROBLEMS/A.I.C.D	7	1.06%
HEAT/COLD EXPOSURE	3	0.45%
HEMORRHAGE/LACERATIONS	31	4.70%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	0.15%
MIH FOLLOW-UP	9	1.36%
OVERDOSE/POISONING (INGESTION)	6	0.91%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	0.15%
PREGNANCY/CHILD BIRTH/MISCARRIAGE	3	0.45%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	11	1.67%
SEARCH WARRANT	1	0.15%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	131	19.85%
SPECIAL ASSIGNMENT	16	2.42%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.15%

PERQUIMANS CO EMS	Count	Percent
STANDBY BALL GAME	4	0.61%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	14	2.12%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	2	0.30%
TEST	1	0.15%
THREATS	2	0.30%
TRAFFIC STOP	2	0.30%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	41	6.21%
TRAINING	1	0.15%
TRAUMATIC INJURIES (SPECIFIC)	5	0.76%
TRESPASSING	1	0.15%
UNCONSCIOUS/FAINING (NEAR)	35	5.30%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	15	2.27%
WELL BEING CHECK	25	3.79%
Total Records For PERQUIMANS CO EMS	660	Dept Calls/Total Calls
		12.30%

PERQUIMANS CO FIRE MARSHAL	Count	Percent
FIRE STRUCTURE FIRE	2	100.00%
Total Records For PERQUIMANS CO FIRE MARSHAL	2	Dept Calls/Total Calls
		0.04%

PERQUIMANS CO SO	Count	Percent
ABDOMINAL PAIN/PROBLEMS	1	0.04%
ACCIDENTAL 911 CALL	4	0.15%
ALARM BANK	2	0.08%
ALARM BUSINESS	37	1.41%
ALARM RESIDENTIAL	40	1.53%
ALARM SCHOOL	5	0.19%
ANIMAL BITES/ATTACKS	7	0.27%
ANIMAL CONTROL	289	11.03%
ASSAULT/SEXUAL ASSAULT/STUN GUN	10	0.38%
ASSIST OFFICER	9	0.34%
ASSIST PROB/PAROLE	1	0.04%
ASSISTANCE	15	0.57%
B&E (BREAKING&ENTERING) ATTEMPTED / OLD	4	0.15%
B&E (BREAKING&ENTERING) IN PROGRESS	4	0.15%
BOATING INCIDENT	5	0.19%
BOLO / ATL (ATTEMPT TO LOCATE)	3	0.11%
BOMB THREAT	1	0.04%
BREATHING PROBLEMS	3	0.11%
CARDIAC OR RESPIRATORY ARREST/DEATH	11	0.42%
CARELESS & RECKLESS	35	1.34%
CHAPTER 90 - DRUG ACTIVITY	1	0.04%
CHASE	2	0.08%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	3	0.11%
CHOKING	1	0.04%
CIVIL PROCESS	173	6.60%
CONVULSIONS/SEIZURES	1	0.04%
CRIMINAL SUMMONS	1	0.04%
DAMAGE TO PROPERTY	8	0.31%
DCI ENTRY / TRANSACTION	1	0.04%

PERQUIMANS CO SO	Count	Percent
DEBRIS IN THE ROADWAY	19	0.72%
DIABETIC PROBLEMS	1	0.04%
DISTURBANCE	72	2.75%
DOMESTIC	42	1.60%
DOMESTIC VIOLENCE ORDER	1	0.04%
DRILL (FIRE / TORNADO / ETC.)	3	0.11%
DRIVERS LICENSE / REGISTRATION	35	1.34%
DSS / SOCIAL SERVICES REQUEST	2	0.08%
DUPLICATE CALL	1	0.04%
ESCORT	43	1.64%
EVICTON	2	0.08%
FALLS	11	0.42%
FIGHT	8	0.31%
FIRE BRUSH / WOODS FIRE	6	0.23%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	0.04%
FIRE SMELL OF GAS	2	0.08%
FIRE SMELL OF SMOKE / BURNING	1	0.04%
FIRE STRUCTURE FIRE	6	0.23%
FIRE VEHICLE FIRE	4	0.15%
FOLLOW-UP	8	0.31%
FOOT PATROL	28	0.99%
FRAUD / SCAM BY ANY MEANS	2	0.08%
FUNERAL ESCORT	21	0.80%
GOKART / ATV / 4-WHEELER ON ROADWAY	3	0.11%
GUNSHOTS REPORTED	13	0.50%
HANG-UP 911 CALL	21	0.80%
HARASSMENT	5	0.19%
HEADACHE	1	0.04%
HEAT/COLD EXPOSURE	1	0.04%
HEMORRHAGE/LACERATIONS	2	0.08%
HIT AND RUN	5	0.19%
ILLEGALLY PARKED VEHICLE	2	0.08%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	0.04%
INFO ONLY	7	0.27%
INTOXICATED DRIVER	4	0.15%
INTOXICATED PEDESTRIAN	1	0.04%
INVESTIGATION	18	0.69%
IVC / MENTAL SUBJECT	20	0.76%
LARCENY	16	0.61%
LITTERING	3	0.11%
LIVESTOCK (IN THE ROADWAY / YARD)	6	0.23%
LOCK-DOWN	1	0.04%
LOITERING	1	0.04%
MAGISTRATE REQUEST	23	0.88%
MISSING PERSON / RUNAWAY	5	0.23%
MISUSE OF 911	1	0.04%
MOTORIST ASSIST / DISABLED MOTORIST	50	1.91%

PERQUIMANS CO SO	Count	Percent
NEIGHBORHOOD PATROL	13	0.50%
NO OPER LICENSE/INOL	1	0.04%
NOISE COMPLAINT	14	0.53%
OTHER	21	0.80%
OVERDOSE/POISONING (INGESTION)	3	0.11%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	0.04%
PROWLER	1	0.04%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	7	0.27%
PUBLIC SERVICE CALL	134	5.11%
RECOVER PROPERTY REPORT	6	0.23%
REQUEST FOR OFFICER	9	0.34%
SEARCH WARRANT	3	0.11%
SECURITY CHECK	1	0.04%
SERVE PAPERS	355	13.54%
SERVE WARRANTS FOR ARREST	108	4.12%
SERVICE CALL	44	1.68%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	22	0.84%
SPECIAL ASSIGNMENT	12	0.46%
STAB/GUNSHOT/PENETRATING TRAUMA	43	1.64%
STANDBY BALL GAME	1	0.04%
SUBJECT IN CUSTODY	27	1.03%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	13	0.50%
THREATS	133	5.07%
TRAFFIC CONTROL	14	0.53%
TRAFFIC STOP	4	0.15%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	167	6.37%
TRAINING	83	3.17%
TRANSFERRED 911 CALL	7	0.27%
TRANSPORT SUBJECT	2	0.08%
TRAUMATIC INJURIES (SPECIFIC)	39	1.49%
TRESPASSING	1	0.04%
UNAUTHORIZED USE	11	0.42%
UNCONSCIOUS/FAINTING (NEAR)	1	0.04%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	4	0.15%
UNLOCK VEHICLE	8	0.31%
UNLOCK VEHICLE/HOUSE	19	0.72%
VANDALISM	23	0.88%
WANTED / STOLEN INQUIRY	3	0.11%
WEATHER EVENTS	1	0.04%
WELL BEING CHECK	1	0.04%
WRECKER REQUEST	55	2.10%
Total Records For PERQUIMANS CO SO	2621	Dept Calls/Total Calls 48.85%

PERQUIMANS CO WATER	Count	Percent
UTILITIES REQUEST (WATER / ELECTRICAL)	2	100.00%
Total Records For PERQUIMANS CO WATER	2	Dept Calls/Total Calls 0.04%

PERQUIMANS CO WATER RESCUE TEAM	Count	Percent
BOATING INCIDENT	3	75.00%
TRAINING	1	25.00%
Total Records For PERQUIMANS CO WATER RESCUE TEAM	4	Dept Calls/Total Calls 0.07%
PERQUIMANS COUNTY EMERGENCY SERVICES	Count	Percent
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	12.50%
SPECIAL ASSIGNMENT	7	87.50%
Total Records For PERQUIMANS COUNTY EMERGENCY SERVICES	8	Dept Calls/Total Calls 0.15%
RAILROADS	Count	Percent
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1	100.00%
Total Records For RAILROADS	1	Dept Calls/Total Calls 0.02%
WINFALL FD	Count	Percent
DRILL (FIRE / TORNADO / ETC.)	2	5.56%
FIRE ACTIVATED ALARM	3	8.33%
FIRE BRUSH / WOODS FIRE	1	2.78%
FIRE SMELL OF GAS	1	2.78%
FIRE SMELL OF SMOKE / BURNING	1	2.78%
FIRE STRUCTURE FIRE	6	16.67%
FIRE TRAINING/TESTING	9	25.00%
FIRE VEHICLE FIRE	2	5.56%
SPECIAL ASSIGNMENT	3	8.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	8	22.22%
Total Records For WINFALL FD	36	Dept Calls/Total Calls 0.67%
WINFALL PD	Count	Percent
PUBLIC SERVICE CALL	2	100.00%
Total Records For WINFALL PD	2	Dept Calls/Total Calls 0.04%
WINFALL PUBLIC WORKS	Count	Percent
ALARM/WATER DEPT	6	85.71%
PUBLIC SERVICE CALL	1	14.29%
Total Records For WINFALL PUBLIC WORKS	7	Dept Calls/Total Calls 0.13%
Total Records		5365

PERQUIMANS COUNTY COMMUNICATIONS
159 Creek Dr PO Box 112 Hertford , NC 27944

CFS By Department - Select Department By Date
For *FIRE MUTUAL AID* 7/1/2021 - 9/30/2021

911 MAINTENANCE	Count	Percent
FIRE VEHICLE FIRE	1	4.55%
MAINTENANCE REPORT	21	95.45%
Total Records For 911 MAINTENANCE	22	Dept Calls/Total Calls
		0.38%

BELVIDERE CHAPEL HILL FD	Count	Percent
ABDOMINAL PAIN/PROBLEMS	1	5.26%
FALLS	1	5.26%
FIRE ACTIVATED ALARM	3	15.79%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	2	10.53%
FIRE SMELL OF SMOKE / BURNING	1	5.26%
FIRE STRUCTURE FIRE	1	5.26%
FIRE TRAINING/TESTING	2	10.53%
FIRE VEHICLE FIRE	1	5.26%
SPECIAL ASSIGNMENT	1	5.26%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	6	31.58%
Total Records For BELVIDERE CHAPEL HILL FD	19	Dept Calls/Total Calls
		0.33%

BETHEL FD	Count	Percent
ASSISTANCE	1	3.33%
CARBON MONOXIDE/INHALATION/HAZMAT/ICBRN	1	3.33%
FALLS	2	6.67%
FIRE ACTIVATED ALARM	3	10.00%
FIRE BRUSH / WOODS FIRE	3	10.00%
FIRE SMELL OF GAS	1	3.33%
FIRE SMELL OF SMOKE / BURNING	1	3.33%
FIRE STRUCTURE FIRE	1	3.33%
FIRE TRAINING/TESTING	1	3.33%
FIRE VEHICLE FIRE	3	10.00%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	3.33%
INFO ONLY	1	3.33%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	3.33%
SPECIAL ASSIGNMENT	2	6.67%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	7	23.33%
UNCONSCIOUS/FAINTING (NEAR)	1	3.33%
Total Records For BETHEL FD	30	Dept Calls/Total Calls
		0.52%

CHOWAN CO EMS	Count	Percent
ALLERGIES (REACTIONS)/VENENOMATIONS (STINGS/BITES)	1	14.29%
BREATHING PROBLEMS	1	14.29%
FALLS	1	14.29%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	14.29%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	3	42.86%

Total Records For CHOWAN CO EMS			7	Dept Calls/Total Calls	0.12%
DURANTS NECK FD			Count	Percent	
CARDIAC OR RESPIRATORY ARREST/DEATH			2	9.52%	
FALLS			1	4.76%	
FIRE BRUSH / WOODS FIRE			1	4.76%	
FIRE MISCELLANEOUS FIRE			1	4.76%	
FIRE SMELL OF SMOKE / BURNING			2	9.52%	
FIRE STRUCTURE FIRE			1	4.76%	
FIRE TRAINING/TESTING			5	23.81%	
FIRE VEHICLE FIRE			1	4.76%	
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)			1	4.76%	
SPECIAL ASSIGNMENT			2	9.52%	
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)			1	4.76%	
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)			3	14.29%	
Total Records For DURANTS NECK FD			21	Dept Calls/Total Calls	0.36%
EASTCARE HELICOPTER			Count	Percent	
FALLS			1	50.00%	
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)			1	50.00%	
Total Records For EASTCARE HELICOPTER			2	Dept Calls/Total Calls	0.03%
EMERGENCY MANAGEMENT			Count	Percent	
ALARM/BUSINESS			1	3.33%	
ALLERGIES (REACTIONS)/VENOMATIONS (STINGS/BITES)			1	3.33%	
BOATING INCIDENT			2	6.67%	
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN			1	3.33%	
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)			1	3.33%	
CONVULSIONS/SEIZURES			1	3.33%	
FALLS			1	3.33%	
FIRE ACTIVATED ALARM			1	3.33%	
FIRE BRUSH / WOODS FIRE			1	3.33%	
FIRE SERVICE ASSIGNMENT			1	3.33%	
FIRE SMELL OF GAS			2	6.67%	
FIRE STRUCTURE FIRE			2	6.67%	
FIRE VEHICLE FIRE			2	6.67%	
MIH FOLLOW-UP			1	3.33%	
MUTUAL AID			1	3.33%	
OTHER			1	3.33%	
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)			1	3.33%	
SPECIAL ASSIGNMENT			2	6.67%	
STANDBY BALL GAME			2	6.67%	
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)			1	3.33%	
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)			1	3.33%	
TRAINING			1	3.33%	
UNCONSCIOUS/FAINTING (NEAR)			1	3.33%	
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM			1	3.33%	
Total Records For EMERGENCY MANAGEMENT			30	Dept Calls/Total Calls	0.52%
GATES CO EMS			Count	Percent	

GATES CO EMS		
	Count	Percent
STROKE (CV/AV/TRANSIENT ISCHEMIC ATTACK (TIA))	1	100.00%
Total Records For GATES CO EMS	1	Dept Calls/Total Calls 0.02%
HERTFORD FD		
	Count	Percent
ALARM RESIDENTIAL	1	1.75%
DEBRIS IN THE ROADWAY	1	1.75%
FALLS	1	1.75%
FIRE ACTIVATED ALARM	8	14.04%
FIRE BRUSH / WOODS FIRE	4	7.02%
FIRE CONTROLLED BURN	1	1.75%
FIRE MISCELLANEOUS FIRE	2	3.51%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	1.75%
FIRE SMELL OF GAS	2	3.51%
FIRE SMELL OF SMOKE / BURNING	1	1.75%
FIRE STRUCTURE FIRE	2	3.51%
FIRE TRAINING/TESTING	8	14.04%
FIRE VEHICLE FIRE	1	1.75%
FUNERAL ESCORT	1	1.75%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	1.75%
MUTUAL AID	1	1.75%
PUBLIC SERVICE CALL	1	1.75%
SPECIAL ASSIGNMENT	3	5.26%
STANDBY BALL GAME	2	3.51%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT) TRAINING	13	22.81%
UNCONSCIOUS/FAINING (NEAR)	1	1.75%
Total Records For HERTFORD FD	57	Dept Calls/Total Calls 0.99%
HERTFORD PUBLIC WORKS		
	Count	Percent
ALARM WATER DEPT	1	25.00%
FIRE BRUSH / WOODS FIRE	1	25.00%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	50.00%
Total Records For HERTFORD PUBLIC WORKS	4	Dept Calls/Total Calls 0.07%
INTERCOUNTY FD		
	Count	Percent
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	1	1.96%
CONVULSIONS/SEIZURES	1	1.96%
FALLS	1	1.96%
FIRE ACTIVATED ALARM	1	1.96%
FIRE BRUSH / WOODS FIRE	3	5.88%
FIRE MISCELLANEOUS FIRE	1	1.96%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	30	58.82%
FIRE SERVICE ASSIGNMENT	1	1.96%
FIRE STRUCTURE FIRE	1	1.96%
FIRE TRAINING/TESTING	1	1.96%
FIRE VEHICLE FIRE	2	3.92%
SPECIAL ASSIGNMENT	1	1.96%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	5	9.80%
TRANSFERRED 911 CALL	1	1.96%

INTERCOUNTY FD	Count	Percent
UNCONSCIOUS/FAINTING (NEAR)	1	1.96%
Total Records For INTERCOUNTY FD 51 Dept Calls/Total Calls 0.88%		
MAGISTRATE OFFICE	Count	Percent
ALLERGIES (REACTIONS)/VENOMATIONS (STINGS/BITES)	1	0.50%
ASSAULT/SEXUAL ASSAULT/STUN GUN	4	1.98%
ASSIST OFFICER	5	2.48%
CARELESS & RECKLESS	4	1.98%
CHASE	2	0.99%
DISTURBANCE	8	3.96%
DOMESTIC	6	2.97%
GUNSHOTS REPORTED	1	0.50%
HANG-UP 911 CALL	1	0.50%
INTOXICATED DRIVER	1	0.50%
INVESTIGATION	2	0.99%
IVC / MENTAL SUBJECT	1	0.50%
LOITERING	1	0.50%
MAGISTRATE REQUEST	111	54.95%
MOTORIST ASSIST / DISABLED MOTORIST	1	0.50%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	0.50%
PUBLIC SERVICE CALL	7	3.47%
SEARCH WARRANT	1	0.50%
SERVE WARRANTS FOR ARREST	13	6.44%
SERVICE CALL	1	0.50%
SUBJECT IN CUSTODY	6	2.97%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	4	1.98%
TRAFFIC STOP	13	6.44%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	0.99%
TRANSPORT SUBJECT	2	0.99%
UNCONSCIOUS/FAINTING (NEAR)	1	0.50%
VANDALISM	1	0.50%
WELL BEING CHECK	1	0.50%
Total Records For MAGISTRATE OFFICE 202 Dept Calls/Total Calls 3.49%		

NC DOT	Count	Percent
DEBRIS IN THE ROADWAY	3	27.27%
LIVESTOCK (IN THE ROADWAY / YARD)	1	9.09%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	7	63.64%
Total Records For NC DOT 11 Dept Calls/Total Calls 0.19%		

NC FORESTRY	Count	Percent
FIRE BRUSH / WOODS FIRE	8	86.67%
FIRE MISCELLANEOUS FIRE	1	8.33%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	8.33%
FIRE VEHICLE FIRE	2	16.67%
Total Records For NC FORESTRY 12 Dept Calls/Total Calls 0.21%		

NC PROBATION/PAROLE	Count	Percent
MAGISTRATE REQUEST	1	33.33%

NC PROBATION/PAROLE	Count	Percent
PUBLIC SERVICE CALL	2	66.67%
Total Records For NC PROBATION/PAROLE	3	Dept Calls/Total Calls 0.08%

NC SHP

NC SHP	Count	Percent
ASSAULT/SEXUAL ASSAULT/STUN GUN	1	0.59%
ASSIST OFFICER	14	8.24%
ASSISTANCE	1	0.59%
CARELESS & RECKLESS	28	16.47%
DAMAGE TO PROPERTY	1	0.59%
DEBRIS IN THE ROADWAY	1	0.59%
DIABETIC PROBLEMS	1	0.59%
DISTURBANCE	1	0.59%
DRIVERS LICENSE / REGISTRATION	1	0.59%
FIGHT	1	0.59%
FIRE VEHICLE FIRE	3	1.76%
GUNSHOTS REPORTED	1	0.59%
HIT AND RUN	3	1.76%
INTOXICATED DRIVER	2	1.18%
INTOXICATED PEDESTRIAN	1	0.59%
LOITERING	1	0.59%
MAGISTRATE REQUEST	8	4.71%
MOTORIST ASSIST / DISABLED MOTORIST	7	4.12%
OTHER	1	0.59%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	6	3.53%
TRAFFIC STOP	10	5.88%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	75	44.12%
TRANSFERRED 911 CALL	2	1.18%
Total Records For NC SHP	170	Dept Calls/Total Calls 2.94%

NC WILDLIFE

NC WILDLIFE	Count	Percent
ANIMAL CONTROL	2	16.67%
GUNSHOTS REPORTED	1	8.33%
INFO ONLY	1	8.33%
STAB/GUNSHOT/PENETRATING TRAUMA	1	8.33%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	8.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	8.33%
WILDLIFE / HUNTING VIOLATION	5	41.67%
Total Records For NC WILDLIFE	12	Dept Calls/Total Calls 9.21%

NIGHTINGALE HELICOPTER

NIGHTINGALE HELICOPTER	Count	Percent
CARDIAC OR RESPIRATORY ARREST/DEATH	1	20.00%
FALLS	1	20.00%
GUNSHOTS REPORTED	1	20.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	20.00%
UNCONSCIOUS/FAINTING (NEAR)	1	20.00%
Total Records For NIGHTINGALE HELICOPTER	5	Dept Calls/Total Calls 0.09%

PASQUOTANK-CAMDEN EMS

PASQUOTANK-CAMDEN EMS	Count	Percent
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	1	25.00%
FALLS	1	25.00%
CAD Report 5		

PASQUOTANK-CAMDEN EMS		
	Count	Percent
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	25.00%
UNCONSCIOUS/FAINTING (NEAR)	1	25.00%
Total Records For PASQUOTANK-CAMDEN EMS		
	4	Dept Calls/Total Calls
		0.07%

PERQUIMANS CO 911		
	Count	Percent
ACCIDENTAL 911 CALL		
ALARM BUSINESS	229	27.86%
ALARM RESIDENTIAL	1	0.12%
ANIMAL BITES/ATTACKS	3	0.36%
ANIMAL CONTROL	1	0.12%
BREATHING PROBLEMS	7	0.85%
CARELESS & RECKLESS	1	0.12%
CLEAR RADIOS /WEEKLY PAGER TEST	4	0.49%
DAILY/WEEKLY MAINTENANCE	107	13.02%
DCI ENTRY / TRANSACTION	96	4.36%
DRILL (FIRE / TORNADO / ETC.)	2	0.24%
FALLS	2	0.24%
FIRE CONTROLLED BURN	1	0.12%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	2	0.24%
HANG-UP 911 CALL	5	0.61%
INFO ONLY	135	16.42%
IVC / MENTAL SUBJECT	24	2.92%
MAGISTRATE REQUEST	2	0.24%
MAINTENANCE REPORT	6	0.73%
MISUSE OF 911	5	0.61%
OTHER	20	2.43%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	11	1.34%
PUBLIC SERVICE CALL	1	0.12%
REPOSESSION	6	0.73%
SERVICE CALL	6	0.73%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	0.12%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	2	0.24%
TEST	4	0.49%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	21	2.55%
TRAINING	1	0.12%
TRANSFERRED 911 CALL	1	0.12%
TRESPASSING	172	20.92%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	1	0.12%
WELL BEING CHECK	1	0.12%
Total Records For PERQUIMANS CO 911		
	822	Dept Calls/Total Calls
		14.22%

PERQUIMANS CO DSS		
	Count	Percent
DSS / SOCIAL SERVICES REQUEST		
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	11	61.11%
PUBLIC SERVICE CALL	1	5.56%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	3	16.67%
UNCONSCIOUS/FAINTING (NEAR)	1	5.56%
WELL BEING CHECK	1	5.56%
Total Records For PERQUIMANS CO DSS		
	18	Dept Calls/Total Calls
		0.31%

PERQUIMANS CO EMS	alls
	Count Percent
ABDOMINAL PAIN/PROBLEMS	23 3.35%
ALARM/RESIDENTIAL	2 0.29%
ALLERGIES (REACTIONS)/ENVENOMATIONS (STINGS/BITES)	10 1.46%
ANIMAL BITES/ATTACKS	2 0.29%
ASSAULT/SEXUAL ASSAULT/STUN GUN	5 0.73%
ASSIST OFFICER	2 0.29%
ASSISTANCE	3 0.44%
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	9 1.31%
BOATING INCIDENT	2 0.29%
BREATHING PROBLEMS	70 10.19%
BURNS (SCALDS)/EXPLOSION (BLAST)	1 0.15%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1 0.15%
CARDIAC OR RESPIRATORY ARREST/DEATH	7 1.02%
CARELESS & RECKLESS	4 0.56%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	50 7.28%
CHOKING	2 0.29%
CONVULSIONS/SEIZURES	16 2.33%
DIABETIC PROBLEMS	6 0.87%
DISTURBANCE	2 0.29%
DOMESTIC	3 0.44%
EMS MUTUAL AID	1 0.15%
FALLS	71 10.33%
FIRE ACTIVATED ALARM	1 0.15%
FIRE BRUSH / WOODS FIRE	2 0.29%
FIRE SERVICE ASSIGNMENT	1 0.15%
FIRE SMELL OF GAS	2 0.29%
FIRE SMELL OF SMOKE / BURNING	1 0.15%
FIRE STRUCTURE FIRE	3 0.44%
FIRE VEHICLE FIRE	4 0.58%
FOLLOW-UP	1 0.15%
GUNSHOTS REPORTED	3 0.44%
HEART PROBLEMS/A.I.C.D.	4 0.58%
HEAT/COLD EXPOSURE	1 0.15%
HEMORRHAGE/LACERATIONS	19 2.77%
HOSTAGE SITUATION / KIDNAPPING	1 0.15%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1 0.15%
INTOXICATED DRIVER	1 0.15%
INTOXICATED PEDESTRIAN	1 0.15%
IVC / MENTAL SUBJECT	1 0.15%
MAGISTRATE REQUEST	1 0.15%
MIH FOLLOW-UP	8 1.16%
MOTORIST ASSIST / DISABLED MOTORIST	1 0.15%
OVERDOSE/POISONING (INGESTION)	11 1.60%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	14 2.04%
PUBLIC SERVICE CALL	1 0.15%
SEARCH WARRANT	1 0.15%

PERQUIMANS CO EMS

	Count	Percent
SERVE WARRANTS FOR ARREST	1	0.15%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	159	23.14%
SPECIAL ASSIGNMENT	5	0.73%
STANDBY BALL GAME	2	0.29%
STROKE (CVAY/TRANSIENT ISCHEMIC ATTACK (TIA)	16	2.33%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	5	0.73%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	43	6.26%
TRAINING	1	0.15%
TRANSFER/INTERFACILITY/PALLIATIVE CARE	1	0.15%
UNCONSCIOUS/FAINING (NEAR)	46	6.70%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	25	3.64%
WELL-BEING CHECK	6	0.87%
WRECKER REQUEST	1	0.15%
Total Records For PERQUIMANS CO EMS	687	Dept Calls/Total Calls 11.88%

PERQUIMANS CO SO

	Count	Percent
ABDOMINAL PAIN/PROBLEMS	3	0.08%
ACCIDENTAL 911 CALL	13	0.37%
ALARM BANK	2	0.06%
ALARM BUSINESS	62	1.75%
ALARM RESIDENTIAL	31	0.87%
ALARM SCHOOL	10	0.28%
ALLERGIES (REACTIONS)/VENNOMATIONS (STINGS/BITES)	1	0.03%
ANIMAL BITES/ATTACKS	7	0.20%
ANIMAL CONTROL	333	9.39%
ASSAULT/SEXUAL ASSAULT/STUN GUN	15	0.42%
ASSIST OFFICER	28	0.73%
ASSISTANCE	11	0.31%
B&E (BREAKING&ENTERING) ATTEMPTED / OLD	4	0.11%
B&E (BREAKING&ENTERING) IN PROGRESS	4	0.11%
BOATING INCIDENT	2	0.06%
BOLO / ATL (ATTEMPT TO LOCATE)	4	0.11%
BREATHING PROBLEMS	7	0.20%
BURNS (SCALDS)/EXPLOSION (BLAST)	1	0.03%
CARDIAC OR RESPIRATORY ARREST/DEATH	8	0.23%
CARELESS & RECKLESS	45	1.27%
CHAPTER 90 - DRUG ACTIVITY	2	0.06%
CHASE	3	0.08%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	8	0.23%
CIVIL PROCESS	176	4.96%
CONVULSIONS/SEIZURES	4	0.11%
DAMAGE TO PROPERTY	11	0.31%
DEBRIS IN THE ROADWAY	26	0.73%
DIABETIC PROBLEMS	1	0.03%
DISTURBANCE	78	2.20%
DOMESTIC	39	1.10%
DOMESTIC VIOLENCE ORDER	14	0.39%
DRILL (FIRE / TORNADO / ETC.)	1	0.03%

PERQUIMANS CO SO	Count	Percent
DRIVERS LICENSE / REGISTRATION	51	1.44%
DSS / SOCIAL SERVICES REQUEST	2	0.06%
ESCORT	55	1.55%
FALLS	9	0.25%
FIGHT	7	0.20%
FIRE ACTIVATED ALARM	5	0.14%
FIRE BRUSH / WOODS FIRE	6	0.17%
FIRE MISCELLANEOUS FIRE	1	0.03%
FIRE SMELL OF GAS	2	0.06%
FIRE SMELL OF SMOKE / BURNING	2	0.06%
FIRE STRUCTURE FIRE	3	0.08%
FIRE VEHICLE FIRE	6	0.17%
FOLLOW-UP	5	0.14%
FOOT PATROL	29	0.82%
FRAUD / SCAM BY ANY MEANS	5	0.14%
FUNERAL ESCORT	13	0.37%
GOKART / ATV / 4-WHEELER ON ROADWAY	3	0.08%
GUNSHOTS REPORTED	22	0.62%
HANG-UP 911 CALL	21	0.59%
HARASSMENT	2	0.06%
HEMORRHAGE/LACERATIONS	4	0.11%
HIT AND RUN	7	0.20%
HOSTAGE SITUATION / KIDNAPPING	2	0.06%
ILLEGALLY PARKED VEHICLE	3	0.08%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	0.03%
INDECENT EXPOSURE	1	0.03%
INFO ONLY	9	0.25%
INTOXICATED DRIVER	4	0.11%
INTOXICATED PEDESTRIAN	3	0.08%
INVESTIGATION	47	1.33%
IVC / MENTAL SUBJECT	27	0.76%
LARCENY	23	0.65%
LITTERING	2	0.06%
LIVESTOCK (IN THE ROADWAY / YARD)	3	0.08%
LOITERING	2	0.06%
MAGISTRATE REQUEST	37	1.04%
MAINTENANCE REPORT	1	0.03%
MISSING PERSON / RUNAWAY	12	0.34%
MOTORIST ASSIST / DISABLED MOTORIST	61	1.72%
MUTUAL AID	1	0.03%
NEIGHBORHOOD PATROL	35	0.99%
NOISE COMPLAINT	17	0.48%
OPEN DOOR	3	0.08%
OTHER	48	1.35%
OVERDOSE/POISONING (INGESTION)	9	0.25%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	3	0.08%
PROWLER	1	0.03%

PERQUIMANS CO SO	Count	Percent
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	19	0.54%
PUBLIC SERVICE CALL	140	3.95%
RECOVER PROPERTY	14	0.39%
REPORT	15	0.42%
REPOSESSION	1	0.03%
REQUEST FOR OFFICER	16	0.45%
SEARCH WARRANT	3	0.08%
SECURITY CHECK	656	18.50%
SERVE PAPERS	191	5.39%
SERVE WARRANTS FOR ARREST	43	1.21%
SERVICE CALL	82	2.31%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	13	0.37%
SPECIAL ASSIGNMENT	24	0.68%
STAB/GUNSHOT/PENETRATING TRAUMA	2	0.06%
STANDBY BALL GAME	15	0.42%
SUBJECT IN CUSTODY	14	0.39%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	176	4.96%
TEST	1	0.03%
THREATS	12	0.34%
TRAFFIC CONTROL	2	0.06%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	3	0.08%
TRAFFIC STOP	214	6.04%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	102	2.88%
TRAINING	8	0.23%
TRANSFERRED 911 CALL	1	0.03%
TRANSPORT SUBJECT	48	1.35%
TRESPASSING	16	0.45%
UNAUTHORIZED USE	1	0.03%
UNCONSCIOUS/FAINING (NEAR)	19	0.54%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	10	0.28%
UNLOCK VEHICLE/HOUSE	61	1.72%
VANDALISM	9	0.25%
WANTED / STOLEN INQUIRY	1	0.03%
WELL BEING CHECK	45	1.27%
WILDLIFE / HUNTING VIOLATION	1	0.03%
Total Records For PERQUIMANS CO SO	3545	Dept Calls/Total Calls 61.31%

PERQUIMANS CO WATER RESCUE TEAM	Count	Percent
BOATING INCIDENT	2	50.00%
SPECIAL ASSIGNMENT	1	25.00%
TRAINING	1	25.00%
Total Records For PERQUIMANS CO WATER RESCUE TEAM	4	Dept Calls/Total Calls 0.07%

WINFALL FD	Count	Percent
FIRE ACTIVATED ALARM	5	13.51%
FIRE BRUSH / WOODS FIRE	3	8.11%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	2.70%
FIRE SERVICE ASSIGNMENT	1	2.70%
FIRE SMELL OF GAS	2	5.41%

WINFALL FD	Count	Percent
FIRE SMELL OF SMOKE / BURNING	1	2.70%
FIRE STRUCTURE FIRE	3	8.11%
FIRE TRAINING/TESTING	8	21.62%
FIRE VEHICLE FIRE	3	8.11%
SPECIAL ASSIGNMENT	1	2.70%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	8	21.62%
UNCONSCIOUS/FAINTING (NEAR)	1	2.70%
Total Records For WINFALL FD	37	Dept Calls/Total Calls 0.64%
WINFALL PD		
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	Percent 100.00%
Total Records For WINFALL PD	1	Dept Calls/Total Calls 0.02%
WINFALL PUBLIC WORKS		
ALARM WATER DEPT	1	Percent 20.00%
UTILITIES REQUEST (WATER / ELECTRICAL)	4	80.00%
Total Records For WINFALL PUBLIC WORKS	5	Dept Calls/Total Calls 0.09%
Total Records		5782