

Authorities, Boards, Commissions, and Committees HANDBOOK



Person County Government
304 South Morgan Street,
Roxboro, North Carolina 27573
www.PersonCountyNC.gov

Table of Contents

- OVERVIEW** 3
- APPOINTMENT PROCESS** 4
 - Qualifications 4
 - Submitting an Application 4
 - Vacancies/Available Appointments 4
 - Appointments 4
 - Notification of Appointment 5
 - Term Limits 5
 - Resignations 5
 - Board of Commissioners Committee Assignments 5
- APPOINTEE RESPONSIBILITIES** 6
 - Attendance 6
 - Absenteeism 6
 - Contribution 6
- LIAISON/STAFF RESPONSIBILITIES** 7
 - Agenda/Minutes 7
 - Meeting Cancellations 7
 - Attendance 7
- PUBLIC RECORDS** 8
 - Open Meetings 8
- ETHICAL STANDARDS** 9
- DESCRIPTION OF BOARDS AND COMMITTEES**12
- STRATEGIC PLAN** 15

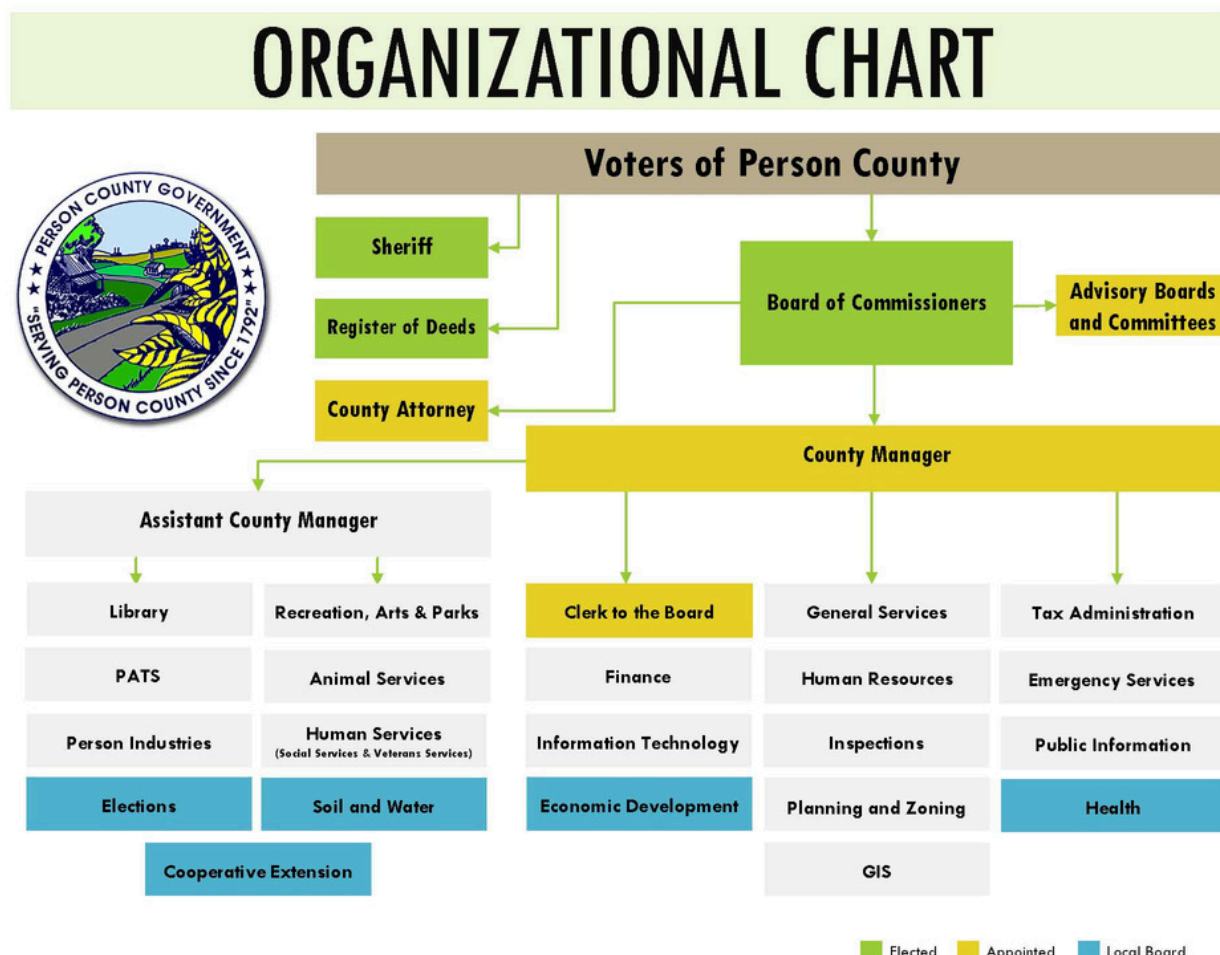


OVERVIEW

Thank you for your interest in serving the Person County community. Becoming a participant on an authority, board, commission, or committee reflects your commitment and support in assisting with County operations. Person County encourages civic engagement through active participation on the county's advisory boards. Serving as a volunteer provides residents with a platform to help shape the decisions that ultimately impact Person County. The Person County Board of Commissioners (BOC) is responsible for appointing residents to the various advisory boards and committees.

This handbook is intended to serve as a guiding document for individuals appointed to serve on an authority, board, commission, or committee for Person County. Contained within this handbook is information regarding the responsibilities, expectations, and procedures that are essential for volunteers to understand. Information for liaison/staff is also contained within this handbook. A copy of this handbook is available on the County website.

The roles and responsibilities for appointees are directly associated to the specific authority, board, commission, and committee where participants serve. Appointees are expected to review the purpose and meeting times for the representative body they are appointed to serve.



APPOINTMENT PROCESS

It is the duty of the Person County Board of Commissioners (BOC) to appoint qualified, knowledgeable, and dedicated people to serve on the various authorities, boards, commissions, and committees to assist in the operation of county government. The Board of Commissioners solicits the interest and opinion of the citizens of Person County in making these appointments.

Qualifications

Any resident of Person County is eligible to serve where state statute and other applicable ordinances or conflicts of interest do not prohibit such appointment. In cases where a non-resident is appointed, such person shall serve as an ex-officio non-voting member, unless the Board grants voting authority. The BOC will make appointments within guidelines of applicable state statute, ordinance, resolution, or policy that created said organization.

All appointees are subject to Person County's Ethical Responsibilities of Certain Boards and Commissions (See Ethical Standards Section, pages 9-11).

Eligibility will be verified during the selection process for each application to ensure applicant meets specific requirements established by statute, ordinance, or regulation.

Submitting an Application

Interested citizens may apply for appointment **online**, by **mail**, or **in person**. The application form is available on the Person County website at www.personcountync.gov/volunteers.

Applications are also available upon request from the County Clerk, 304 S. Morgan Street, Room 212, Roxboro. All interested citizens must thoroughly complete an application form before the advertised deadline for full consideration.

Any questions? Call the County Clerk at 336-597-1720.

Vacancies/Available Appointments

The County Clerk will maintain a list of available positions stating terms of office, requirements, and duties of the position. Vacancies for the various authorities, boards, commissions, and committees will be published. The County Clerk will set a deadline for receipt of applications.

Appointments

The BOC will make all appointments according to the applicable statute, ordinance, resolution or policy that created the organization from timely submitted, completed applications. No citizen of Person County may serve in more than two appointed positions of Person County Government unless exempted by nature of the position they may hold in governmental service. The appointment position limit is established by N.C.G.S § 128-1.1. The policy will not apply to Person County Commissioners.

Notification of Appointment

Once the Board approves an appointment, a letter of notification will be sent to the appointee with a copy to the appropriate County Department staff liaison.

Term Limits

Unless otherwise provided by North Carolina law, the BOC sets no term or length of service but encourages citizens to apply when vacancies occur. At the expiration of a member's term if they want to continue serving, they must thoroughly complete another application form. The application process for previously appointed members is identical to the procedure used for first-time candidates.

Resignations

If at any point an advisory board member is interested in resigning from their appointed position, they are able to do so. A written notice should be submitted to the board they are serving to allow for a vote of acceptance. A copy of the resignation notice shall be given to the liaison and County Clerk to the Board once the decision is finalized.

Board of Commissioners Committee Assignments

The foregoing shall have no effect on appointments of sitting County Commissioners to Boards, Commissions, and Committees. The appointment of sitting Commissioners to such Boards, Commissions, and Committees shall be made by the Chair in an official meeting. All appointments are designated as ex-officio appointments.

BOC Committee Assignments are located on Person County's website under BOC Committee Assignments at www.personcountync.gov/volunteers.

APPOINTEE RESPONSIBILITIES

The following responsibilities serve as a general guideline for all appointees. It is critical for appointees to understand and acknowledge the time commitment involved in serving on a Person County authority, board, commission, or committee.

Attendance

Attendance to meetings is critical for every one of Person County's authorities, boards, commissions, and committees. Members are expected to demonstrate consistent attendance habits to ensure that quorum is met for each scheduled meeting. Effective and efficient operations are dependent on the commitment of appointees to regularly attend.

If a member is unable to attend a scheduled meeting, they must inform the chairperson and/or liaison.

Absenteeism

If not addressed in the bylaws of an organization and a member in any 12-month period has unexcused absences that are more than 25 percent of the meetings they are required to attend pursuant to their appointment, they are obligated to resign.

Absences caused by events beyond one's control are considered excused absences. Excused absences do not contribute to the 25 percent policy. Absenteeism violations must be reported to the BOC.

If the individual refuses to resign, action of the BOC may dismiss them unless law prohibits dismissal by the BOC. A twelve-month period beginning on the date of appointment will constitute a year.

Contribution

Appointees are expected to prepare accordingly for every meeting to ensure that discussions are productive.

- Engaging in purposeful dialogue with other appointees, the sitting commissioner, and staff/liaison is essential.
- Actively contributing to the problem-solving and decision-making processes is a key role for appointees.
- Staying up-to-date on information relevant to board/committee interests is recommended.

LIAISON/STAFF RESPONSIBILITIES

Liaisons and staff deliver fundamental support to the County's authorities, boards, commissions, and committees. It is necessary for liaison/staff to understand their role and its importance in maintaining consistency across all representative advisory boards.

Agenda/Minutes

Liaison/staff are responsible for maintaining both the agenda and minutes for every meeting. The agenda and corresponding minutes reflect the work that occurs from meeting to meeting. Accurate and up-to-date information is essential for tracking progress and updating the public about the work and progress being completed. Additionally, the agenda and minutes are to be kept updated in Laserfiche for public viewing.

Meeting Changes

In the event of a meeting change or cancellation, the staff liaison shall inform the County Clerk and Public Information Officer. The Person County website will be updated to ensure the public is aware of the change(s) and the County's website calendar will be updated. Removing the scheduled meeting entirely from the website calendar is not acceptable.

Attendance

In order to comply with Person County's absenteeism policy, attendance must be tracked by the liaison/staff for each scheduled meeting. Any violations of this policy must be reported by staff to the County Clerk, who will then inform the BOC.

PUBLIC RECORDS

As public bodies, all authorities, boards, commissions, and committees are subject to North Carolina's public record laws. Appointees are expected to understand the importance of public record laws and how public disclosure impacts their role.

Public boards and commissions fall under the purview of NC public record laws. Anyone can request information, a public record, from the county for any reason. Public records are content specific. The device or particular format does not matter as long as it is related to public business. Information either created or received when conducting public business falls under the definition of public records. Electronic communications, even if it is through personal accounts or devices, becomes subject to disclosure. By definition, public records are "emails, text messages, photographs, videos, final drafts, papers, sound recordings, maps, minutes, or any other record, regardless of form, created in the transaction of public business." (N.C.G.S § 132-1)

N.C.G.S. § 132-3 (a) prohibits the destruction of public records. Records pertaining to County business should not be destroyed or deleted except in accordance with state law.

For additional clarification, reference N.C.G.S Chapter 132 to read the law in full.

Open Meetings

North Carolina Open Meeting Law applies to the authorities, boards, commissions, and committees of Person County. As defined in N.C.G.S § 143-318.10 (b), a "public body" is any elected or appointed authority, board, commission, committee. Such meetings are to be open to the public along with appropriate notice. Therefore, all meetings must abide by the requirements as established by N.C.G.S. §143-318.9 through §143-318.18.

ETHICAL STANDARDS

All Person County authority, board, committee, and commission appointees are expected to abide by the following ethical standards as outlined below.

A RESOLUTION TO CLARIFY THE ETHICAL RESPONSIBILITIES OF CERTAIN BOARDS AND COMMISSIONS APPOINTED BY THE PERSON COUNTY BOARD OF COUNTY COMMISSIONERS

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PERSON COUNTY NORTH CAROLINA THAT:

Section 1. Declaration of Policy. The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that governmental decisions and policies be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government.

In recognition of these goals, a code of ethics is hereby adopted. The purpose of this resolution is to establish absolute minimum guidelines for ethical standards of conduct for all officials covered by this resolution by setting forth those acts or actions that are incompatible with the best interests of the county.

Section 2. Definitions. As used in this article, the following terms shall have the meanings indicated:

Advisory board member means any member of any board or commission appointed by the Person County Board of County Commissioners. The term "advisory board" shall also include Boards, Commissions and Authorities and other similar organizations by whatever name known to which the Board of Commissioners has appointment authority.

Business entity means any business, proprietorship, firm, partnership, person in representative or fiduciary capacity, association, venture, trust or corporation which is organized for financial gain or for profit.

Interest means direct or indirect pecuniary or material benefit accruing to an advisory board member as a result of a contract or transaction which is or may be the subject of an official act or action by or with the county. For the purpose of this article, a county official shall be deemed to have an interest in the affairs of:

- (1) Any business entity in which the advisory board member is an officer, partner or director;
- (2) Any business entity in which in excess often (10) percent of the stock of, or legal or beneficial ownership of, is controlled or owned directly or indirectly by the county advisory board member;
- (3) Interest of employer. A county advisory board member who is an employee of an entity involved in a contract or undertaking with the County or which seeks the benefit of an official action of the County, may have a conflict of interest if the county advisory board member's participation or vote in the matter would provide the county advisory board member a direct or indirect pecuniary or material benefit which would otherwise not be received by the county advisory board member.

Section 3. Standards of conduct.

- (a) Scope. All advisory board members as defined in this article shall be subject to and abide by the following standards of conduct.
- (b) Interest in contract or agreement. No advisory board member, as herein defined, shall have or thereafter acquire an interest in any contract or agreement with the county when such contract has been a matter of consideration before that member's committee.
- (c) Use of official position. No advisory board member shall use his official position or the county's facilities for his private gain. The provisions of this paragraph (c) are not intended to prohibit his speaking before the board of County Commissioners, Roxboro City Council, neighborhood groups and other nonprofit organizations.
- (d) Disclosure of information. No advisory board member shall use or disclose confidential information gained in the course of or by reason of his official position for purposes of advancing:
- (1) His financial or personal interest;
 - (2) A business entity of which he is an owner (in part or in whole), an officer or a director; or
 - (3) The financial or personal interest of a member of his immediate household or that of any other person.
- (e) In addition to the prohibitions contained in (d) above, no advisory board member shall disclose confidential information gained in the course of or by reason of his official position regardless of the motivation for doing so.
- (f) Incompatible service. No advisory board member shall engage in, or accept private employment or render service for private interest, when such employment or service is incompatible with the proper discharge of his official duties unless otherwise permitted by law.
- (g) Gifts. No advisory board member or member of his immediate household shall directly or indirectly solicit, accept or receive any gift having a value exceeding \$50.00 whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him or could reasonably be expected to influence him in the performance of his official duties, or was intended as a reward for an official action on his part. Legitimate political contributions shall not be considered as gifts under the provisions of this paragraph. This section is not intended to prohibit customary gifts or favors between advisory board members or the friends and relatives of their spouses, minor children, or members of their household where it is clear that it is that relationship rather than the business of the individual concerned which is the motivating factor for the gift or favor. This section does not prohibit meals consumed at a function which involves the responsibilities of the advisory board member. North Carolina General Statute § 133-32 provides additional guidance concerning gifts and favors.
- (h) Special treatment. No advisory board member shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

Section 4. Disclosure of interest. Any advisory board member who has an interest in any official act or action before his committee shall publicly disclose on the record of the respective body such interest, and shall withdraw from any consideration of the matter if excused by the body.

Section 5. Investigations.

(a) The Board of County Commissioners may direct the County Attorney to investigate any apparent violation of this article, as it applies to advisory board members and to report the findings of his investigation to the Board of County Commissioners.

(b) Any person who believes that a violation of this article has occurred may file a complaint in writing with the Board of County Commissioners.

Section 6. Sanctions. If the Board of County Commissioners, after receipt of an investigation of the County Attorney, has cause to believe a violation has occurred, the Board of County Commissioners shall schedule a hearing on this matter. The advisory board member who is charged with the violation shall have the right to present evidence, cross-examine witnesses, including the complainant or complainants, and be represented by counsel at the hearing. If, upon the conclusion of the hearing, the Board of County Commissioners finds that a violation has occurred, the Board of County Commissioners may adopt a resolution of censure which shall be placed as a matter of record in the minutes of the official meeting. In addition, the board may rescind the appointment of the advisory board member and remove from membership on the advisory board. Any such vote shall be adopted by at least a 4/5 vote of the membership of the Board of County Commissioners.

Section 7. Advisory opinions. When any advisory board member has a doubt as to the applicability of any provision of this article to a particular situation, or as to the definition of terms used in this article, he may apply to the County Attorney for an advisory opinion. The advisory board member shall have the opportunity to present his interpretation of the facts at issue and of the applicability of provisions of this article before such advisory opinion is made.

Adopted this, the 9th day of January, 2012


Jimmy B. Clayton, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves
Clerk to the Board

DESCRIPTION OF BOARDS & COMMITTEES

ABC BOARD

ABC Boards in North Carolina are local independent political subdivisions of the State. They operate as separate entities establishing their own policies and procedures and they retain authority to set policy and adopt rules in conformity with ABC Laws and Commission Rules.

BOARD OF ADJUSTMENT

The Board of Adjustment conducts quasi-judicial hearings and reviews of special zoning permit requests, special variance requests, and appeals to interpretations of the zoning administrator.

AGRICULTURAL ADVISORY BOARD

The Person County Agricultural Advisory Board acts as the liaison between the agricultural community and the Board of Commissioners. Some responsibilities of the AAB are:

- Delegated authority to make decisions and execute agreements for the Voluntary/Enhanced Agricultural District programs
- Study additional methods of protection for farming, horticulture, and forestry and make recommendations to the Board of Commissioners
- Perform other agricultural, horticultural, and forestry-related tasks or duties assigned by the Board of Commissioners
- Provide recommendations and input on modification to the Person County Farmland Preservation Plan
- Provide guidance to County Departments on agricultural related issues

AIRPORT COMMISSION

The Raleigh Regional Airport Commission is charged with the management and operation of the airport.

ANIMAL SERVICES ADVISORY COMMITTEE

The Animal Services Advisory Committee makes recommendations regarding current issues pertaining to animal services and shelter.

CHILD FATALITY LOCAL TEAM

The Child Fatality Local Team is responsible for reviewing all child deaths of resident children under age 18 in the county comprising the Local Team that fall under one of the following categories (G.S. 7B-1406.5(c)): undetermined causes; unintentional injury; violence; motor vehicle incidents; deaths related to child maltreatment or child deaths involving a child or child's family who was reported or known to child protective services (that meet criteria set forth in G.S. 7B-1407.5(a)); sudden unexpected infant deaths; suicide; deaths not expected in the next six months; and additional infant deaths, based on criteria established by the State Office under G.S. 7B-1407.6.

ECONOMIC DEVELOPMENT COMMISSION

The Person County Economic Development Commission is an advisory board comprised of an intentional mix of business leaders, educators, elected officials, and agricultural and citizen representatives to shape pro-growth policies and practices.

BOARD OF ELECTIONS

The Person County Board of Elections is appointed by the North Carolina State Board of Elections and is responsible for processing and maintaining all voter registration records within Person County. No more than three members of the County Board shall belong to the same political party. The mission is to ensure that elections are free, fair, accurate, convenient and accessible to all voters in Person County.

ENVIRONMENTAL ISSUES ADVISORY COMMISSION

The Environmental Issues Advisory Committee advises the Board of Commissioners on the environmental needs in the County's townships.

BOARD OF EQUALIZATION & REVIEW

The Board of Equalization & Review offers a Formal Appeal process for property owners who wish to skip the Informal Review process or who are not satisfied with the results of an Informal Review.

BOARD OF HEALTH

The Board of Health is the policymaking, rule-making, and adjudicatory body for the County health department. The composition of the Board is defined by State Statute.

HUMAN SERVICES ADVISORY COMMITTEE

The Human Services Advisory Committee was established for the purposes of making recommendations to staff and the Person County Board of Commissioners on policy, funding, strategy, and other priorities of county-level human services.

INDUSTRIAL FACILITIES & POLLUTION CONTROL FINANCING AUTHORITY

The Industrial Facilities & Pollution Control Financing Authority approves issuance of industrial and pollution control financing bonds for private industry.

JURY COMMISSION

The Jury Commission assists in preparing a list of prospective jurors. One citizen appointment is made by the Board of Commissioners. One appointment is made by the Senior Resident Superior Court Judge, and the third appointment is made by the Clerk of Superior Court.

JUVENILE CRIME PREVENTION COUNCIL

The Juvenile Crime Prevention Council annually reviews the needs of juveniles in Person County who are at risk of delinquency or who have been adjudicated, undisciplined, or delinquent, and the resources available to address those needs.

LIBRARY ADVISORY BOARD

The Library Advisory Board reviews and recommends policies and initiatives; promotes and fosters broad-based citizen use, participation in services, programs, and access to library materials.

LOCAL EMERGENCY PLANNING COMMITTEE

The Local Emergency Planning Committee (LEPC) is a federally mandated entity composed of government officials, business representatives and members of the press. The role of the LEPC is to form a partnership with local governments and industries as a resource for enhancing hazardous materials preparedness.

OPIOID SETTLEMENT ADVISORY COMMITTEE

The Opioid Settlement Advisory Committee discusses opioid-related health concerns and issues impacting the residents of Person County; advises the Board of Commissioners on options to expend funds to remedy opioid impacts; and plans/hosts an annual meeting to receive input on proposed uses of settlement funds and to encourage collaboration between local governments.

PATS TRANSPORTATION ADVISORY BOARD

The Person Area Transportation System (PATS) Transportation Advisory Board provides budgeting goals for operations and guidance in governing policies for PATS.

PLANNING BOARD

The Planning Board provides technical review of proposed development plans, advises the Board of Commissioners on planning and zoning matters, and reviews and makes recommendations regarding major subdivision concept plans.

RECREATION ADVISORY BOARD

The Recreation Advisory Board advises on issues relative to recreation in Person County.

This information is also available online at www.personcountync.gov/volunteers.



Person County, NC

Everything is Better
in Person

Mission:

To provide effective government services that enhance the quality of life for individuals and businesses in Person County by preserving local history and resources, catalyzing economic growth, and supporting lifelong learning.

Vision:

Person County is a safe, thriving, and diverse community where people come to live, work, learn, play, serve, and grow.



Community - We are family-friendly, celebrate our agricultural and industrial heritage, and prioritize public safety and a strong quality of life.



Professionalism - As knowledgeable leaders and public servants, we adhere to ethical standards and take ownership of our responsibilities. We serve with respect, kindness, empathy, courage, creativity, humility, and flexibility.



Transparency - We act with honesty, integrity, and respect. We are accountable to our community. Adhering to open government policies and statutes is a priority.



Opportunity - We work to catalyze economic growth, financial security, and personal and professional enrichment (lifelong learning) for individuals and businesses to prosper.



Stewardship - We take responsibility for our natural, historical, economic and human resources. We act resourcefully, promote equity and sustainability, and seek efficiency and innovation.

Economic Opportunity and Growth

Creating and sustaining the conditions to facilitate economic development, security, and prosperity.

<p>Goal 1: Recruit, grow, and retain business and industry</p>	<p>Goal 2: Develop and maintain infrastructure that enhances quality of life</p>	<p>Goal 3: Ensure the development process is thorough, accessible and efficient</p>	<p>Goal 4: Expand Raleigh Regional Airport at Person County to facilitate economic opportunity and growth</p>
<p>1.1 Attract new businesses that create well-paying jobs, add to the tax base and provide valued services and products <i>(Economic Development)</i></p>	<p>2.1 Support completion of the City of Roxboro's Western Sewer Project <i>(Administration, GIS)</i></p>	<p>3.1 Reduce the time that it takes to issue environmental health, zoning and building permits <i>(Environmental Health, Planning and Zoning, Inspections., GIS)</i></p>	<p>4.1 Complete runway strengthening project <i>(General Services)</i></p>
<p>1.2 Expand and support existing businesses <i>(Economic Development)</i></p>	<p>2.2 Evaluate water and sewer capacity and city/county needs for future growth, revisit interlocal agreement <i>(Administration, Economic Development)</i></p>		<p>4.2 Complete beginning phases of runway extension project <i>(General Services)</i></p>
<p>1.3 Work with partners to create and support opportunities for the current and future workforce to learn and develop new skills <i>(Economic Development)</i></p>	<p>2.3 Partner with NC DIT to provide broadband to all unserved and underserved areas <i>(Administration, GIS)</i></p>		<p>4.3 Secure funding for and construct box hangars <i>(General Services)</i></p>
<p>1.4 Promote the county's assets locally, regionally, and nationally through online and social and print media platforms and in-person marketing and recruitment <i>(Economic Development)</i></p>	<p>2.4 Complete Person County Trail Feasibility Study and work with partners to implement recommendations <i>(Recreation, Arts, and Parks, Administration, GIS, Planning and Zoning, Soil and Water)</i></p>		<p>4.4 Design and secure funding to renovate or build new terminal <i>(General Services)</i></p>
	<p>2.5 Evaluate transportation and rail capacity and needs for current and future growth <i>(Planning and Zoning, Economic Development, Administration)</i></p>		

Capital Investment

Being good stewards of public funds and support in developing and maintaining facilities and other resources.

<p>Goal 5: Sustain the capital planning process</p>	<p>Goal 6: Ensure county facilities meet the needs of the public and employees</p>	<p>Goal 7: Provide modern, safe, and accessible learning and working environments for Person County Schools (PCS) and Piedmont Community College (PCC)</p>
<p>5.1 Develop and adequately fund a five-year Capital Improvement Plan annually <i>(Finance)</i></p>	<p>6.1 Negotiate lease renewal or purchase of Human Services Building or secure new facility prior to Aug. 2025 <i>(Administration, General Services, Finance, Social Services, Health, IT)</i></p>	<p>7.1 Fund PCS ADA and safety projects with bond issuances in FY25 and FY27 <i>(Finance)</i></p>
<p>5.2 Maintain a healthy debt affordability model per established financial policies <i>(Finance)</i></p>	<p>6.2 Complete PI/MRF construction and physical and operational merger before May 2025 <i>(Person Industries, General Services, Administration, IT)</i></p>	<p>7.2 Partner with the PCS to evaluate population/ enrollment growth, class size mandates, etc. to determine need for new construction <i>(Administration, Planning and Zoning, Inspections, GIS)</i></p>
	<p>6.3. Utilize facility feasibility assessment to plan for current and future needs of the Emergency Services Department <i>(Emergency Services, General Services, Finance, Administration, IT)</i></p>	<p>7.3 Partner with PCC to plan for and fund the Center for Health, Advanced Technology & Trades (CHATT) <i>(Administration, Finance)</i></p>
	<p>6.4 Complete construction and open “County Farm” park <i>(Recreation, Arts, and Parks, GIS, Soil and Water, Planning and Zoning, Administration)</i></p>	
	<p>6.5 Complete space needs study, including ADA accessibility, for county facilities <i>(General Services)</i></p>	

Lifelong Learning

Supporting the educational, learning and skill development activities of all Person County residents

<p>Goal 8: Support our educational partners, Person County Schools (PCS) and Piedmont Community College (PCC)</p> <p>8.1 Increase funding to support improvements in pre-K-12 education (<i>Administration, Finance</i>)</p> <p>8.2 Ensure funding meets PCC’s operational needs (<i>Administration, Finance</i>)</p> <p>8.3 Ensure the 6-14 Workforce Pipeline remains strong (<i>Economic Development</i>)</p>	<p>Goal 9: Work with partners to create and support opportunities for the current and future workforce to learn and develop new skills</p> <p>9.1 Offer education-based programs for all ages and expand outreach through partnerships with community organizations (<i>Library, Cooperative Extension, Recreation, Arts and Parks, Soil and Water, Health</i>)</p> <p>9.2 Partner with PCC and PCS to offer programs to develop skills for employment in county positions with a concentrated focus on areas of critical need (<i>Administration, Human Resources, Other Departments</i>)</p> <p>9.3 Increase participation and work opportunities for parents through the Work First Family Assistance Program (<i>Social Services</i>)</p>
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Service Excellence

Prioritizing the provision of stellar internal and external service through efficient operations, fiscal responsibility and transparent communications

<p>Goal 10: Identify, attract, and onboard the most qualified individuals whose skills, experience, and values align with our mission, fostering a culture of excellence</p>	<p>Goal 11: Proactively meet the changing needs of the community</p>	<p>Goal 12: Enhance transparency and communication</p>	<p>Goal 13: Promote fiscal responsibility and financial sustainability</p>
<p>10.1 Enhance recruitment strategies and streamline selection processes that aggressively seek out the best talent to fill county positions and minimize position vacancy time <i>(Human Resources)</i></p>	<p>11.1 Monitor and analyze population growth and demographic changes and structure services to meet changing needs <i>(Administration, Inspections, Planning and Zoning, GIS, All Departments)</i></p>	<p>12.1 Implement provisions of Public Records Request Policy and online public records request platform <i>(Administration)</i></p>	<p>13.1 Minimize tax increases based on necessity <i>(Administration, Finance, All Departments)</i></p>
<p>10.2 Offer a competitive compensation program <i>(Human Resources)</i></p>	<p>11.2 Measure progress and update the strategic plan <i>(Administration)</i></p>	<p>12.2 Offer a Citizens Academy <i>(Administration)</i></p>	<p>13.2 Develop and implement an annual balanced budget and capital improvement plan <i>(Administration, Finance)</i></p>
<p>10.3 Offer professional development opportunities and a supportive work environment to attract and retain a talented workforce <i>(Human Resources)</i></p>	<p>11.3 Work with partners to improve digital equity and inclusion <i>(Cooperative Extension, Administration, Digital Equity Taskforce)</i></p>	<p>12.3 Improve online access to public meeting materials and county ordinances and policies <i>(Administration, IT)</i></p>	<p>13.3 Hire a grant writer and capitalize on grant opportunities <i>(Finance, All Departments)</i></p>
<p>10.4 Offer leadership education to build the skills of current and future leaders in decision-making, communications, problem solving, team building, and adaptability <i>(Human Resources)</i></p>			

Quality of Life

Working collaboratively with the community to ensure that Person County remains a great place to work, live and play

<p>Goal 14: Enhance public safety and community wellbeing</p>	<p>Goal 15: Promote healthy communities</p>	<p>Goal 16: Preserve and celebrate rural character and lifestyle</p>
<p>14.1 Enhance the resiliency of the community by coordinating and collaborating the emergency and disaster mitigation, preparedness, prevention, response and recovery activities <i>(Emergency Services)</i></p> <p>14.2 Strengthen partnerships with law enforcement agencies, community organizations, and residents to address root causes of crime <i>(Sheriff)</i></p> <p>14.3 Support volunteer fire departments' efforts to maintain or lower their ISO ratings and provide greater protection to the community <i>(Emergency Services)</i></p> <p>14.4 Promote responsible pet ownership and public safety <i>(Animal Services)</i></p>	<p>15.1 Improve access to healthcare services <i>(Health, Social Services, Veterans Services, Emergency Services, Administration)</i></p> <p>15.2 Promote healthy lifestyles and behaviors <i>(Health, Recreation, Arts and Parks, Library, Cooperative Extension, Social Services, Veterans Services, Administration, Emergency Services)</i></p> <p>15.3 Develop and implement plan for utilizing Opioid Settlement Funds <i>(Health, Emergency Services, EMS, Opioid Settlement Advisory Committee, Administration)</i></p>	<p>16.1 Implement conservation programs <i>(Soil and Water)</i></p> <p>16.2 Promote agri-business and agri-tourism <i>(Cooperative Extension, Planning and Zoning)</i></p>