

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: February 6, 2012

SUBJECT: Cooperative Extension MOU Revisions

PRESENTER: David Whitson

ATTACHMENTS: Yes

1. Letter requesting MOU revision
2. Page 9 of current MOU
3. Staff analysis of proposed changes

SUMMARY OF REQUEST:

The County has received a request from the North Carolina Cooperative Extension Service (NC CES), to amend the current Memorandum of Understanding (MOU). Currently, the MOU specifies ten (10) positions, with the County being responsible for varying portions of each position's total salary and benefit costs. The proposal from NC CES would transfer the nursery crops position to Buncombe County, currently being reimbursed by the County at 29%, thus eliminating that position. Further, the proposal would fill Henderson County's consumer horticulture position as a split Commercial Horticulture (Nursery)/ Consumer Horticulture position, which would continue to be reimbursed by the County at 49%.

Marvin Owings, Extension Director of Henderson County, has stated that no loss of service to Henderson County residents would result from this amendment. Additionally, Staff estimates adopting the proposed changes would result in a financial savings to the County of \$17,819.

BOARD ACTION REQUESTED:

The Board is requested to review the proposed changes, and adopt the revised MOU as presented. The Board is also requested to authorize the Chairman to execute the amended MOU.

Suggested Motion:

I move the Board adopt the revised MOU as presented, and authorize the Chairman to execute the amended MOU.

NC STATE UNIVERSITY

Henderson County Center
100 Jackson Park Road
Hendersonville, NC 28792
828-697-4891
<http://henderson.ces.ncsu.edu>

January 27, 2012

Mr. David Whitson
Interim Assistant County Manager
1 Historic Courthouse Square
Hendersonville, NC 28792

Dear Mr. Whitson,

The Henderson County Extension Center is combining two Horticultural Agent positions into one. First, Diane Turner's Consumer Horticulture Position, 5 man days per week (fully funded by County). Second, Cliff Ruth's Commercial Ornamental Horticulture Position 3 days per week (partially funded by County) will be combined into one full time County Position (five man days). So, we are reducing our staff man days from 8 days to 5 days. This will be a cost saving for the County. I believe by hiring an experienced Horticulture Agent working 50% Consumer Horticulture and 50% Commercial Horticulture we can and will make up the loss of our 3 man days. Service levels to our citizens will not be reduced.

We are also asking to reinstate our old Livestock Agent position for one man day per week. This agent will be housed in Buncombe County, working three days in Buncombe County, one day in Henderson County and one day in Polk County.

During the new 2012-2013 budget process I would like to use our savings to increase our line item budget. I would like to use that increased budget for the purchase of new computers and software upgrades, plus increase the fuel allocation for our County van.

If you have any questions please don't hesitate to call or email.

Sincerely,



Marvin A. Owings, Jr.
County Extension Director

cc: Dan Smith

MAO:io

NC STATE UNIVERSITY

Office of West District Director
Mtn. Hort. Crops Res. & Extension Center
455 Research Drive
Mills River NC 28759
Telephone: 828.687.0570
Fax: 828.681.0692

January 13, 2012

Mr. David Whitson
Interim Assistant County Manager
1 Historic Courthouse Square, Ste. 2
Hendersonville NC 28792

Dear Mr. Whitson:

The attachment reflects the plan to transfer the nursery crops position to Buncombe County and fill the consumer horticultural position as a split Commercial Horticulture (Nursery)/Consumer Horticulture position.

Please review the document, sign and return original to me and retain a copy for your files. The original document will be sent to Raleigh.

If you have questions, please contact me. Thank you for your cooperation.

Sincerely,



Daniel B. Smith
West District Extension Director

DBS/jd
Attachment

8.3. Option A.

All EPA employees _____ % County _____ % NCSU/NCA&T

All SPA employees _____ % County _____ % NCSU/NCA&T

* any position added to this county's staff of Extension Personnel subsequent to the effective date of this Agreement will adhere to the above percentages.

Board Chair or County Manager Signature	Printed Name	Title	Date
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Signature for Option A Lock-in Provision ONLY

OR

8.3. Option B. Each position shared per the list of detailed percentages below:

Co. Ext. Director	49	% County	51	% NCSU/NCA&T
Ext. Agent - 4-H	49	% County	51	% NCSU/NCA&T
Ext. Agent - Ag	49	% County	51	% NCSU/NCA&T
Ext. Agent - FCS	49	% County	51	% NCSU/NCA&T
Area Spec. Agent - Veg	30	% County	50	% NCSU/NCA&T
Area Agent - Nursery	29	% County	53.18	% NCSU/NCA&T
Area Agent - Livestock	10	% County	50	% NCSU/NCA&T
Program Asst. - 4-H	66	% County	34	% NCSU/NCA&T
Adm. Secretary	49	% County	51	% NCSU/NCA&T
Co. Ext. Secretary II	49	% County	51	% NCSU/NCA&T
_____	_____	% County	_____	% NCSU/NCA&T
_____	_____	% County	_____	% NCSU/NCA&T

* any position added to this county's staff of Extension Personnel through mutual agreement between the County and NCSU/NCA&T subsequent to the effective date of this Agreement will document the funding splits in correspondence between this County and NCSU/NCA&T, and will become a part of this Agreement.

Board Chair or County Manager Signature	Printed Name	Title	Date
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Signature for Option B Lock-in Provision ONLY

COOPERATIVE EXTENSION

POSITIONS FUNDED BY THE COUNTY

CURRENT FUNDED POSITION PER BOARD ACTION ON THE MOU - 11.17.10 AND 1.3.11

Position	SALARY	BENEFITS *	TOTAL	%	\$	Paid By	%	\$	Paid By
Extension Director	\$ 74,930	\$ 20,942	\$ 95,872	49%	\$ 46,977	County	51%	\$ 48,895	NCSU
Area Agent - Agriculture 1	\$ 39,174	\$ 13,301	\$ 52,475	30.36%	\$ 15,931	County	50.60%	\$ 26,552	NCSU
Extension Agent - Agriculture 1	\$ 50,564	\$ 15,735	\$ 66,299	49%	\$ 32,487	County	51%	\$ 33,813	NCSU
Area Agent - Agriculture 2 (Nursery Crops)	\$ 54,061	\$ 16,482	\$ 70,543	29%	\$ 20,458	County	71.00%	\$ 50,086	NCSU
Position to be transferred to Buncombe County							50%	\$ 30,151	NCSU
Area Agent - Agriculture 3 (Livestock)	\$ 45,622	\$ 14,679	\$ 60,301	10%	\$ 6,030	County	30%	\$ 18,090	Buncombe
							10%	\$ 6,030	Transylvania
Extension Agent - Family Consumer Science	\$ 60,352	\$ 17,827	\$ 78,179	49%	\$ 38,308	County	51%	\$ 39,871	NCSU
Extension Agent - 4H Program	\$ 42,096	\$ 13,926	\$ 56,022	49%	\$ 27,451	County	51%	\$ 28,571	NCSU
4H Program Assistant	\$ 25,347	\$ 10,346	\$ 35,693	66%	\$ 23,558	County	34%	\$ 12,136	NCSU
Administrative Secretary	\$ 33,000	\$ 11,982	\$ 44,982	49%	\$ 22,041	County	51%	\$ 22,941	NCSU
Secretary 1	\$ 30,000	\$ 11,341	\$ 41,341	49%	\$ 20,257	County	51%	\$ 21,084	NCSU
TOTAL	\$ 455,146	\$ 146,561	\$ 601,707		\$ 253,497	County		\$ 338,219	NCSU

PROPOSED CHANGES PER COOPERATIVE EXTENSION REQUEST 12.9.11

Position	SALARY	BENEFITS *	TOTAL	%	\$	Paid By	%	\$	Paid By
Extension Director	\$ 74,930	\$ 20,942	\$ 95,872	49%	\$ 46,977	County	51%	\$ 48,895	NCSU
Area Agent - Agriculture 1	\$ 39,174	\$ 13,301	\$ 52,475	30.36%	\$ 15,931	County	50.60%	\$ 26,552	NCSU
Extension Agent - Agriculture 1 (Split Commercial/Consumer Horticulture)	\$ 55,000	\$ 16,683	\$ 71,683	49%	\$ 35,125	County	51%	\$ 36,558	NCSU
Area Agent - Agriculture 3 (Livestock)	\$ 45,622	\$ 14,679	\$ 60,301	10%	\$ 6,030	County	50%	\$ 30,151	NCSU
							30%	\$ 18,090	Buncombe
							10%	\$ 6,030	Transylvania
Extension Agent - Family Consumer Science	\$ 60,352	\$ 17,827	\$ 78,179	49%	\$ 38,308	County	51%	\$ 39,871	NCSU
Extension Agent - 4H Program	\$ 42,096	\$ 13,926	\$ 56,022	49%	\$ 27,451	County	51%	\$ 28,571	NCSU
4H Program Assistant	\$ 25,347	\$ 10,346	\$ 35,693	66%	\$ 23,558	County	34%	\$ 12,136	NCSU
Administrative Secretary	\$ 33,000	\$ 11,982	\$ 44,982	49%	\$ 22,041	County	51%	\$ 22,941	NCSU
Secretary 1	\$ 30,000	\$ 11,341	\$ 41,341	49%	\$ 20,257	County	51%	\$ 21,084	NCSU
TOTAL	\$ 405,521	\$ 131,026	\$ 536,547		\$ 235,677	County		\$ 290,879	NCSU
TOTAL PROPOSED REDUCTION	\$ 49,625	\$ 15,534	\$ 65,159		\$ 17,819			\$ 47,340	

* Final Benefit Rates announced July 27, 2011 = 21.37% of total salary + \$4,929.60 annually (original projected was 19.76% of total salary + \$5,176.08 annually)