


NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager 

DATE: December 7, 2016

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Assistant City Manager Merrill Flood concerning appeal of FEMA eligibility determinations
2. A memo from Police Chief Mark Holtzman concerning the Mediation Center of Eastern Carolina
3. A memo from Les Everett, Chief Building Inspector, regarding permits for new residential and commercial construction issued during the month of November
4. A report from the Inspections Division for November
5. A memo from Police Chief Mark Holtzman regarding Christmas meals giveaway
6. A revised agenda for the December 13, 2016 Police Community Relations Committee meeting and minutes from the November 9, 2016 meeting
7. A copy of the Fire/Rescue Department's quarterly newsletter
8. Minutes from the October 27, 2016 Human Relations Council meeting

dr

Attachments

cc: Dave Holec, City Attorney
Carol Barwick, City Clerk



Find yourself in good company

TO: Barbara Lipscomb, City Manager
FROM: Merrill Flood, Director of Community Development Department *M.F.*
DATE: December 7, 2016
SUBJECT: Appeal of FEMA Eligibility Determinations

During the December 5, 2016, City Council meeting, Councilmember Connelly asked how citizens could appeal recent determinations by FEMA of assistance ineligibility and how they could discuss their individual cases. I indicated that I would provide information on how citizens could begin the appeal process in the upcoming Notes to Council packet.

I have attached the December 1, 2016, Congressional & Intergovernmental Weekly Update bulletin from FEMA and the NC Department of Emergency Management. On page 2 of the bulletin, it outlines the process for citizens to follow when they receive a notice of ineligibility. Citizens should contact FEMA by dialing 1-800-621-3362 for voice calls. If citizens are deaf, hard of hearing or have a speech disability and use a TTY, they should call 1-800-462-7585. Citizens may also write a letter of appeal of a decision to the following address:

FEMA-Individuals & Households Program
National Processing Service Center
P.O. Box 10055
Hyattsville, MD 20782-8055
Fax letters to: 1 800 827-8112

City staff will work to have someone present at a January 2017 City Council meeting as requested by City Council.



CONGRESSIONAL & INTERGOVERNMENTAL WEEKLY UPDATE



FEMA

Joint Field Office, Durham, N.C.
December 1, 2016

FEMA-4285-DR-NC

Help available after centers close

Disaster recovery centers operated by North Carolina Emergency Management and FEMA are a source of support for Hurricane Matthew survivors.

When a center closes, you can still get the help you need with just a phone call. FEMA will be working with the state and our other partners as long as we are needed.

Here's how you can stay in touch with FEMA – Call us! Call the FEMA Helpline at 800-621-3362 for voice, 711 and Video Relay Service. If you are deaf, hard of hearing or have a speech disability and use a TTY, call 800-462-7585. These toll-free numbers are open from 7 a.m. to 11 p.m., seven days a week. Help is available in many languages.

When you call FEMA with questions or for updated information, you should refer to the nine-digit registration number you received when you applied for aid. This number is on all correspondence you receive from FEMA and is a key identifier in tracking assistance requests.

Call FEMA if you change your address or phone number – even if only temporarily.

If you have questions about your National Flood Insurance Program claim, call FEMA's Helpline at 800-621-3362 and choose option 2.

You can stay in touch in other ways:

- Online at DisasterAssistance.gov.
- Download the [FEMA Mobile App](#).
- Talk with FEMA's Disaster Survivor Assistance team members. They are out in the field to answer your questions and provide up-to-date information on your application status.

For more information, visit fema.gov/disaster/4285; or readync.org.

Follow FEMA on Twitter at [@femaregion4](https://twitter.com/femaregion4) and North Carolina Emergency Management [@NCEmergency](https://twitter.com/NCEmergency).

Hurricane Matthew Recovery Committee holds meeting in Cumberland County



North Carolina Gov. Pat McCrory makes a point during the recovery committee meeting in Fayetteville Nov. 21, where topics such as relief fundraising efforts, community outreach assistance and plans for long-term recovery were discussed. Emergency Management Director Mike Sprayberry and FEMA's Federal Coordinating Officer Libby Turner listen. Committee members heard updates on the recovery effort from the state and FEMA and took comments from the public to gain an understanding of the continuing needs in the region.

Deadline to register for federal disaster assistance extended to Jan. 9, 2017

North Carolina survivors now have until Jan. 9, 2017, to register for disaster assistance with FEMA. This new deadline also applies to homeowners, renters and businesses submitting applications for low-interest disaster loans from the U.S. Small Business Administration.

Registering with FEMA is the first step to federal disaster assistance. Register: online at DisasterAssistance.gov, call the FEMA Helpline at 800-621-3362 for voice, 711 and Video Relay Service. If you are deaf, hard of hearing or have a speech disability and use a TTY, call 800-462-7585. Or download the [FEMA Mobile App](#).

Call the SBA at 800-659-2955, or visit their website at www.sba.gov/disaster. Deaf and hard-of-hearing individuals may call 800-877-8339.

Disaster recovery assistance is available without regard to race, color, religion, nationality, sex, age, disability, English proficiency or economic status. If you or someone you know has been discriminated against, call FEMA toll-free at 800-621-3362 or TTY at 800-462-7585. FEMA's mission is to support our citizens and first responders to ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards. Follow FEMA on twitter at [@femaregion4](https://twitter.com/femaregion4). Download the FEMA app with tools and tips to keep you safe before, during, and after disasters.

Congressional & Intergovernmental Weekly Update December 1, 2016

Volunteers, donations still needed

There is still a shortage of volunteers, particularly in the hardest-hit counties in North Carolina. A list of groups and agencies assisting survivors is on the North Carolina Voluntary Organizations Active in Disaster website at www.ncvoad.org. Look under Volunteer Now to find a way you can help. Contact the group's [members now](#). Or sign up to [work with active members in disaster recovery](#).

Gov. Pat McCrory has activated the NC Disaster Relief Fund to which monetary contributions may be made. To make a donation, visit ncdisasterrelief.org/.

You also may text NCRECOVERS to 30306.

Requests for Public Assistance (RPAs) due

Applicants seeking Public Assistance (PA) grant funds are urged to contact their local Emergency Manager to begin the Request for Public Assistance (RPA) process as soon as possible.

PA crew leaders, along with site inspectors, Environmental and Historic Preservation specialists and mitigation specialists are out in the field this week, making site visits and meeting with applicants in the 49 PA-designated counties.

Montgomery County will hold an Applicant Briefing today, Dec. 1, at the Emergency Operations Center.

PA is currently in the process of conducting kick-off meetings, with 17 meetings scheduled.

NORTH CAROLINA BY THE NUMBERS

The following is a snapshot of the recovery effort as of Tuesday, Nov. 29, 2016:

- More than **\$79.6 million** has been distributed in individuals and household grants, including:
 - ◊ More than **\$55.8 million** has been approved in housing assistance for repairing/rebuilding homes and rental assistance for a temporary place to live.
 - ◊ More than **\$23.7 million** in other needs assistance has been approved to help cover the costs of replacing lost contents, medical, dental and other disaster-related expenses.
- More than **55,600** home inspections have been completed.
- More than **19,500** visits were made to recovery centers by people affected by the disaster.
- More than **75,400** households registered for federal assistance.
- More than **1,400** low-interest disaster loans were approved by the U.S. Small Business Administration.
- More than **\$53.6 million** has been approved in low-interest disaster loans by the SBA.
- More than **\$2.25 million** has been obligated for Public Assistance grants.
- More than **5,600** National Flood Insurance Program claims were made.
- More than **\$44.3 million** has been paid on all NFIP claims.

Why does the letter from FEMA state I am ineligible for assistance?

There are several reasons why applicants may be determined to be ineligible for FEMA assistance. It's important to read the determination letter carefully because it might not be the final answer. You may simply need to submit additional documents.

For instance, you might need to provide FEMA with a copy of an insurance determination letter before your FEMA grant application can be processed.

If you have insurance, FEMA cannot duplicate insurance payments. However, if you are under-insured you may receive further assistance for unmet needs after insurance claims have been submitted.

If you disagree with FEMA's decision, you may call the FEMA helpline at **800-621-3362** for voice, 711 and Video Relay Service. If you are deaf, hard of hearing or have a speech disability and use a TTY, call **800-462-7585**.

Everyone has the right to appeal the decision. You may discuss your appeal at a disaster recovery center or you

may write to FEMA asking for a review of your case within 60 days of receipt of the eligibility letter.

Mail appeal letters to:

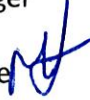
FEMA – Individuals & Households Program
National Processing Service Center
P.O. Box 10055
Hyattsville, MD 20782-8055

Fax letters to: 800-827-8112

Attn: FEMA – Individuals & Households Program.

You will need to include your full name; the address of your damaged property; current contact information; disaster number; last four digits of your Social Security number; your birthdate and place of birth; your nine-digit FEMA registration number on each page and on supporting documentation; notarization of your letter including a copy of a state issued ID card, or include the following statement, "I hereby declare under penalty of perjury that the foregoing is true and correct;" and your signature.

Memorandum

To: Barbara Lipscomb, City Manager
From: Mark Holtzman, Chief of Police 
Date: December 7, 2016
Subject: Mediation Center of Eastern Carolina

Recently, Captain Chris Ivey and I met with staff at the Mediation Center of Eastern Carolina to find out more about the services they offer. The Greenville Police Department plans to partner with the Mediation Center for two purposes. First, the department will use the Center to conduct training for our officers and staff on ways to assist in de-escalating situations to which they may be responding. In addition, officers can refer citizens to the Mediation Center when they encounter a situation where the Center may be able to provide assistance to the individuals involved.

Attached is a flyer explaining in more detail the programs offered by the Mediation Center such as Court/Community Mediation and Teen Court. In addition to the Greenville location, the Mediation Center of Eastern Carolina has offices in Wilson, New Bern, and Rocky Mount. Contact information for all offices can be found on the attached flyer or at their website, www.mceconline.org.

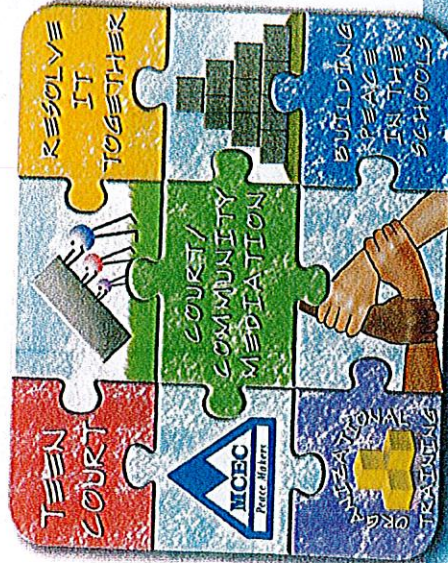
Attachment

Mediation Center of Eastern Carolina

Established in 1989, the Mediation Center of Eastern Carolina (MCEC), works to develop the capacity of communities in Eastern North Carolina to address the problems of violence and cultural differences.

Through mediation, education and facilitation, MCEC helps people recognize that the roots of conflict are often grounded in stereotypes, misinformation and fear. By overcoming the barriers of race, culture, and power, collaborative partnerships are free to develop—to the lasting development of our communities.

Current MCEC programs include: Resolve It Together, Teen Court, Building Peace in the Schools, Court/Community Mediation, and Business & Community Training Programs.



Programs Offered By The Mediation Center:

Building Peace in the Schools

Court/Community Mediation

Resolve It Together

Teen Court

Organizational Training

Contact Your Local Office For More Information:

P.O. Box 4428
400 Martin Luther
King, Jr. Dr.
Greenville, NC 27836
252-758-0268

P.O. Box 35
113 Nash St., Suite 205
Wilson, NC 27894
252-237-7061

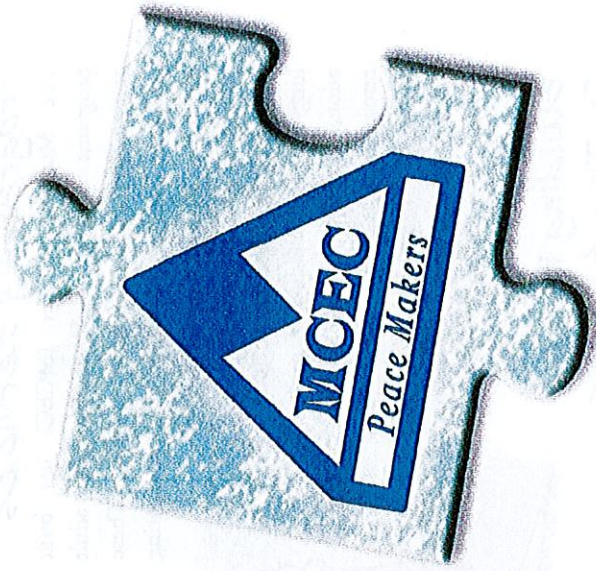
P.O. Box 1184
327 Pollock St.
New Bern, NC 28563
252-633-2538

P.O. Box 9053
215 Lexington St.
Rocky Mount, NC 27804
252-985-3792



www.mceconline.org

"Peace It Together"



Providing Peaceful
Solutions To Conflict



www.mceconline.org

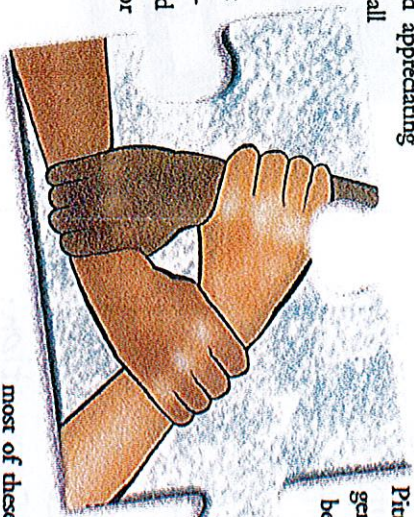
Programs & Services

The Mediation Center (MCEC) has built programs to help youth, families and adult community members resolve conflict. These programs focus on respecting and appreciating differences as well as including all parties in the problem-solving process. Other elements include long-term skill building in mediation, negotiation and conflict resolution, as well as facilitation of strategic planning and problem-solving/team-building for community-based organizations.

Building Peace In The Schools

MCEC is addressing the critical problem of youth violence by providing peer mediation/conflict resolution programs, anger management and bully prevention classes in schools. Over the past 12 years, MCEC has worked with over 50 schools in eastern North Carolina.

Pitt County students mediate an average of 475 conflicts per year. Schools with active peer mediation programs report a decrease in disciplinary referrals and fighting in the schools. MCEC also mediates an average of 75 truancy cases each year. The program provides an opportunity for the school administrators, students and parents to discuss the child's attendance problems and define solutions to keep the child in school.



Court/Community Mediation

MCEC takes an average of 450 mediation referrals from the courts in Wilson, Nash, Edgecombe and

Pitt counties. These cases generally involve conflicts between individuals who have an ongoing relationship (co-workers, neighbors and relatives) who, through mediation, can begin to see another perspective and find common ground. Trained volunteer mediators handle most of these cases. MCEC also mediates cases referred from Juvenile Court and local schools.

Resolve It Together

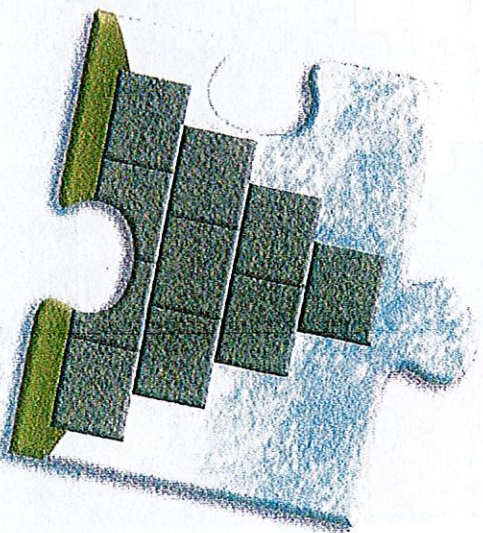
This program was developed by MCEC to provide a family-based conflict resolution curriculum for youth, ages 10-17, and their guardians. Families attend an 8-week workshop to learn and practice their skills of listening, talking with respect, expressing feelings and negotiating conflicts.

Parents learn how to encourage and support the youth without losing authority and provide a positive role model. Youth develop confidence and self esteem by recognizing their own worth and learning how to express their needs without hurting someone else.

Of the 950 youths who have completed Resolve It Together in the past five years, less than 7% received new court petitions three to six months after completing the program.


Teen Court

Teen Court is a program for first-time youth offenders, referred by the local schools, law enforcement and juvenile court counselors. By promoting a "positive peer pressure forum", over 75 youth in middle and high schools are trained as attorneys, clerks, bailiffs and most importantly, jurors. Youth offenders appear before a jury of their peers, who impose sanctions (penalties) based on the severity and circumstances of the offense. Teen Court provides a "hands-on" educational opportunity to encourage and empower youth to become an active part of the solution to deterring unlawful behaviors.



Memorandum

To: Barbara Lipscomb, City Manager

From: Les Everett, Chief Building Inspector 

Date: December 5, 2016

Subject: New Building Permit Report

The following is a list of Building Permits issued for NEW Residential and Commercial construction during the month of November, 2016.

Builder	Address	Type	Cost
Lewis, C.a., Inc.	1245 Sugg Pw	Commercial Shell	2,165,000
Gillam & Associates, Inc.	4600 E 10th St	Commercial/business (new)	495,000
Wxz Construction/se, Llc	1236 Holden Dr	Commercial/business (new)	180,000
Everett East Construction	2536 Brookville Dr A	Duplex Townhome	155,400
Everett East Construction	2536 Brookville Dr B	Duplex Townhome	0
Russell, Rocky Builders, Inc.	2238 Sweet Bay Dr A	Duplex Townhome	271,800
Russell, Rocky Builders, Inc.	2238 Sweet Bay Dr B	Duplex Townhome	0
Russell, Rocky Builders, Inc.	2240 Sweet Bay Dr A	Duplex Townhome	261,300
Russell, Rocky Builders, Inc.	2240 Sweet Bay Dr B	Duplex Townhome	0
Wxz Construction/se, Llc	1220 Holden Dr	Multi-family - 5 Or More Units	732,000
Wxz Construction/se, Llc	1228 Holden Dr	Multi-family - 5 Or More Units	1,098,000
Wxz Construction/se, Llc	1232 Holden Dr	Multi-family - 5 Or More Units	1,464,000
Wxz Construction/se, Llc	1224 Holden Dr	Multi-family - 5 Or More Units	1,464,000
Aldridge & Southerland Bldrs	3604 Oglethorpe Dr	Single Family Residential (new)	213,150
Aldridge & Southerland Bldrs	3608 Oglethorpe Dr	Single Family Residential (new)	220,800
Caviness & Cates Bldg &	1236 Teakwood Dr	Single Family Residential (new)	148,950
Caviness & Cates Bldg &	1237 Teakwood Dr	Single Family Residential (new)	154,575
Caviness & Cates Bldg &	1240 Teakwood Dr	Single Family Residential (new)	130,800
Caviness & Cates Bldg &	1241 Teakwood Dr	Single Family Residential (new)	155,400
Caviness & Cates Bldg &	1244 Teakwood Dr	Single Family Residential (new)	162,300
Caviness & Cates Bldg &	1232 Teakwood Dr	Single Family Residential (new)	163,800
Clark, Bill Homes Of	516 Kieseer Dr	Single Family Residential (new)	156,900
Clark, Bill Homes Of	312 Becky Anne Dr	Single Family Residential (new)	235,950
Clark, Bill Homes Of	521 Mary Lee Ct	Single Family Residential (new)	168,150
Mac Homes, Llc	161 Holly Hills Rd	Single Family Residential (new)	310,800
Smith, Mark Llc	3873 Dunhagan Rd	Single Family Residential (new)	308,475
Spain Builders, Llp	2221 Tulls Cove Rd	Single Family Residential (new)	120,000
Taylor Blders. Of Eastern Car	3602 Willow Run Dr	Single Family Residential (new)	205,950
	Total		11,142,500

(Previous year and month comparison of new construction)

2016-2017July

Residence:	15 Permits	2,702,205
Multi-Family:	12 Permits	4,870,745
(12 Bldgs/136 Units)		
Business:	1 Permit	400,000
Total:	28 Permits	7,972,950

August

Residence:	9 Permits	2,054,450
Duplex T:	12 Permits	1,429,800
(6 Bldgs/12 Units)		
Multi-Family:	4 Permits	8,695,680
(4 Bldgs/96 Units)		
Business:	3 Permits	6,292,000
Total:	28 Permits	18,471,930

September

Residence:	10 Permits	2,839,500
Duplex T:	4 Permits	525,000
(2 Bldgs/4 Units) (4 Bldgs/8 Units)		
Shell:	1 Permit	600,000
Business:	1 Permit	905,650
Total:	16 Permits	4,870,150

October

Residence:	17 Permits	3,423,225
MF Townhomes:	20 Permits	1,945,520
(3 Bldgs/20 Units)		
Business:	2 Permits	3,420,000
Total:	39 Permits	8,788,745

November

Residence:	15 Permits	2,856,000
Duplex T:	6 Permits	688,500
(3 Bldgs/6 Units)		
Multi-Family:	4 Permits	4,758,000
(4 Bldgs/78 Units)		
Business:	2 Permits	675,000
Shell:	1 Permit	2,165,000
Total:	28 Permits	11,142,500

2015-2016July

Residence:	17 Permits	3,505,850
Duplex T:	2 Permits	178,000
(1 Bldgs/2 Units)		
Business:	2 Permits	2,388,361
Total:	21 Permits	6,072,211

August

Residence:	16 Permits	2,290,400
Duplex T:	4 Permits	345,000
(1 Bldg/2 Units)		
Total:	20 Permits	2,635,400

September

Residence:	15 Permits	2,035,650
Duplex T:	8 Permits	654,500
(4 Permits/8 Units)		
Business:	1 Permit	2,790,000
Total:	24 Permits	5,480,150

October

Residence:	6 Permits	939,300
Duplex T:	2 Permits	168,000
(1 Bldg/2 Units)		
Business:	1 Permit	950,000
Total:	9 Permits	2,057,300

November

Residence:	20 Permits	3,068,700
Duplex T:	14 Permits	1,204,600
(7 Bldgs/14 Units)		
MF Townhomes:	7 Permits	481,965
(1 Bldg/7 Units)		
Multi-Family:	1 Permit	1,494,590
(1 Bldg/24 Units)		
Business:	2 Permits	969,150
Total:	44 Permits	7,218,985

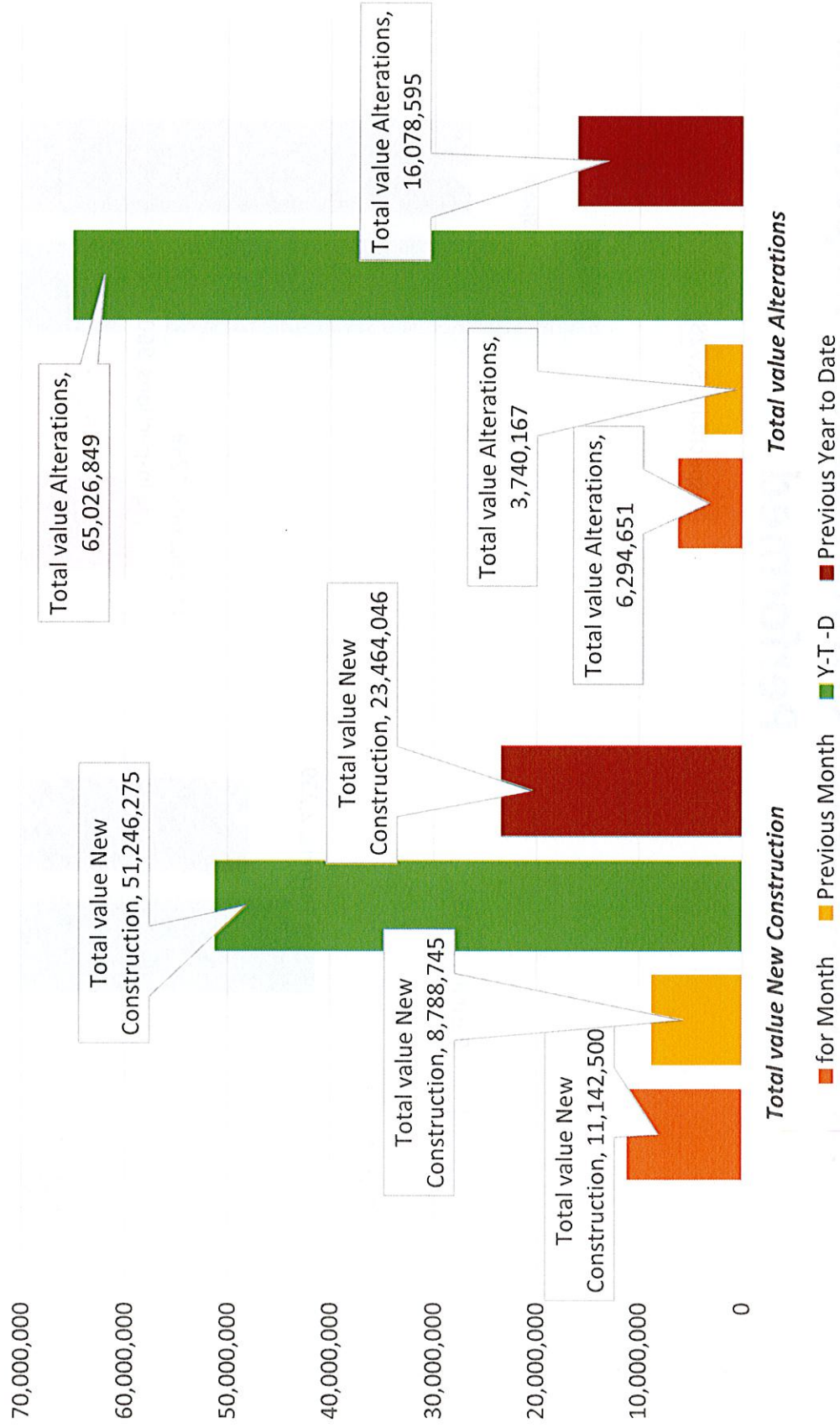
F/Y Total: 139 Permits 51,246,275

F/Y Total: 118 Permits 23,464,046

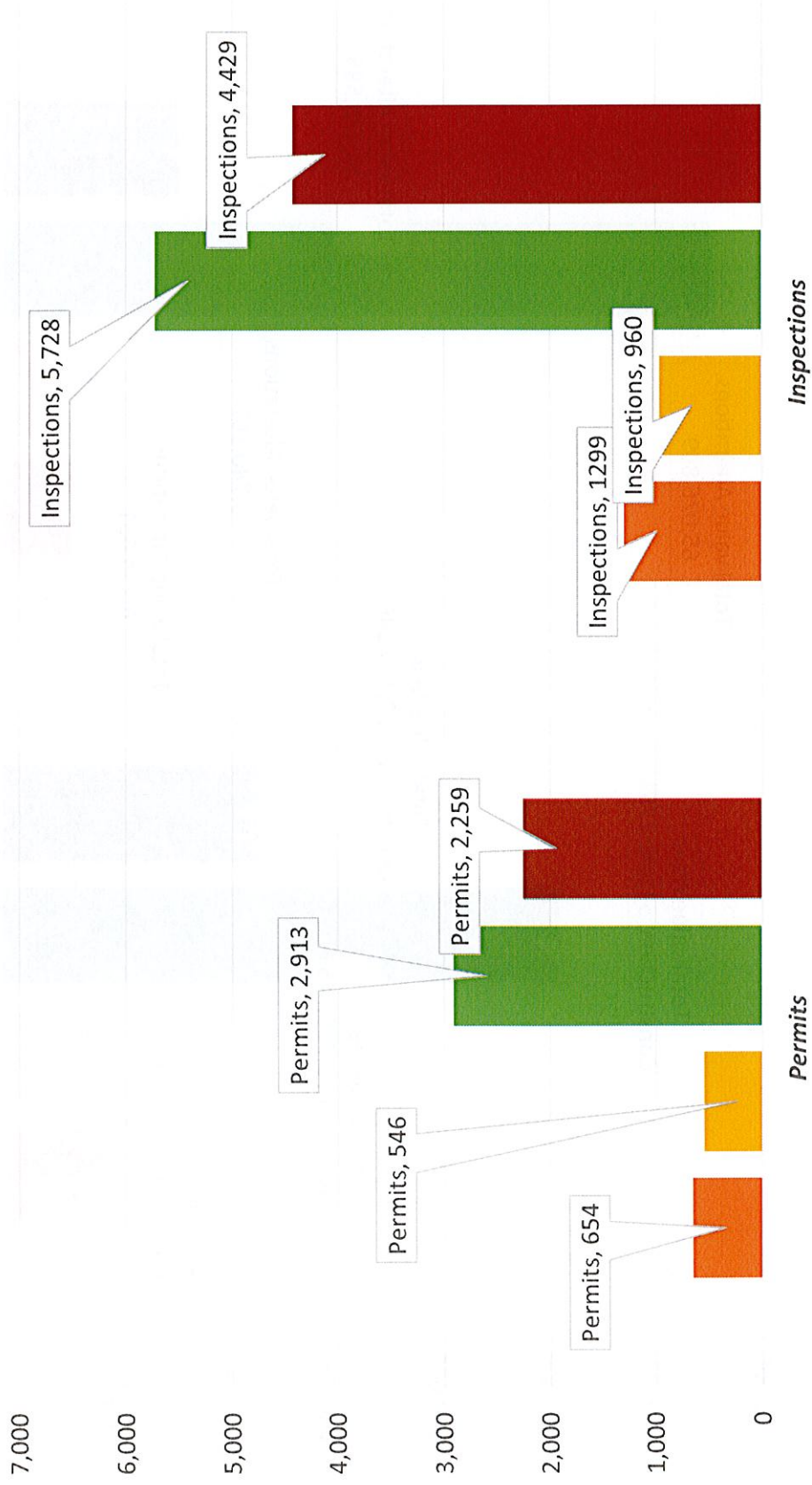
Cc: Merrill Flood, Assistant City Manager

Doc: 1041627

November 2016 Value of ALL Construction Permits

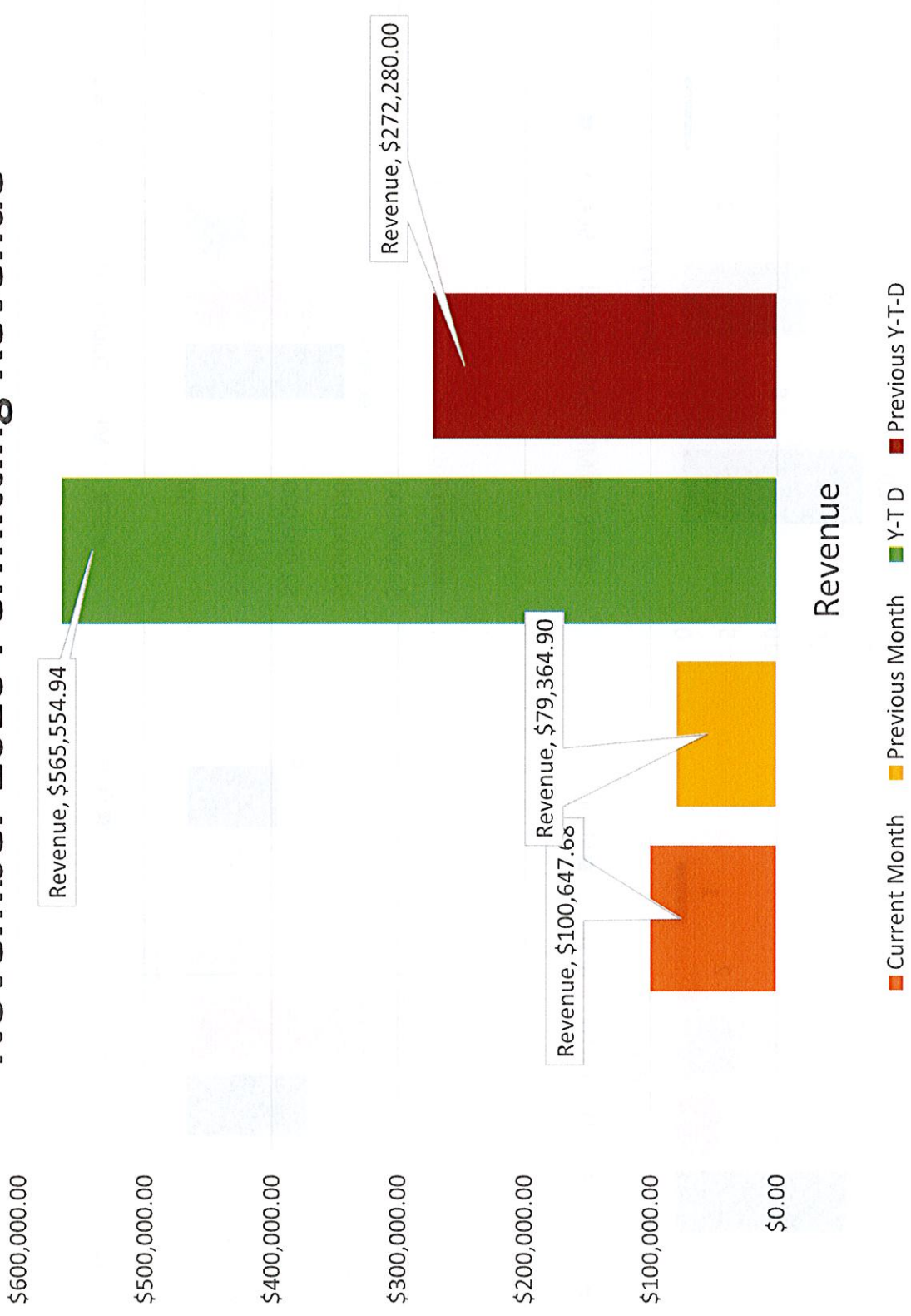


November 2016 Permits Issued & Inspections Performed

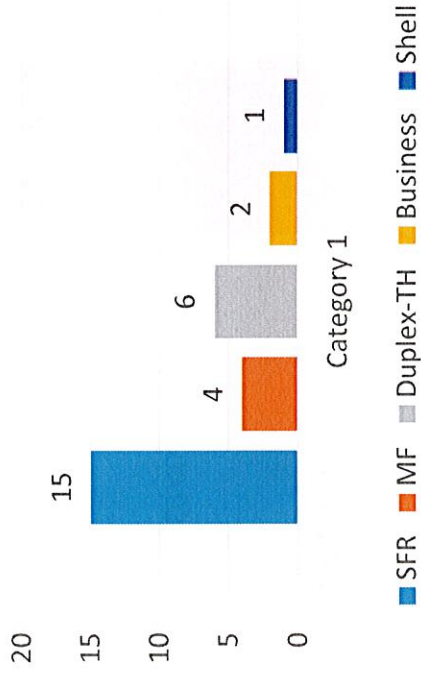


■ for Month ■ Previous Month ■ Y-T D ■ Previous Year to Date

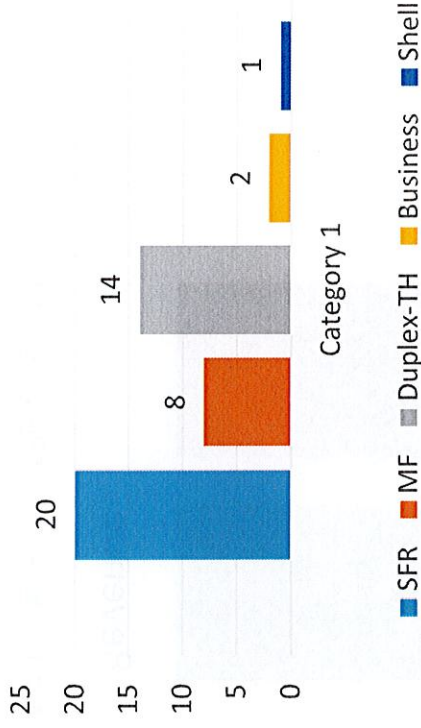
November 2016 Permitting Revenue



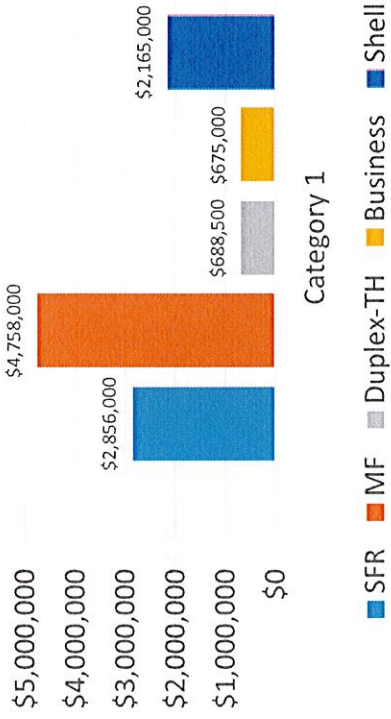
November 2016 New Construction Permits



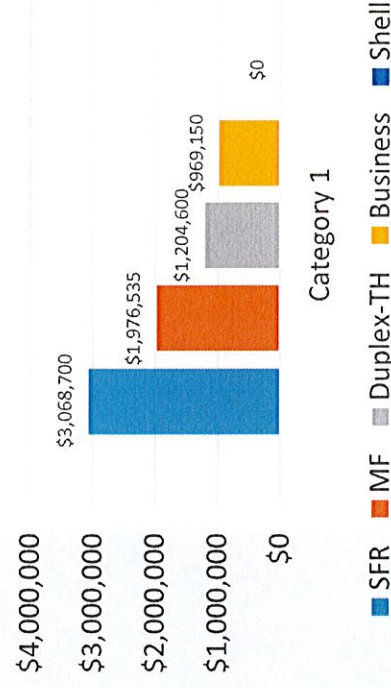
November 2015 New Construction Permits

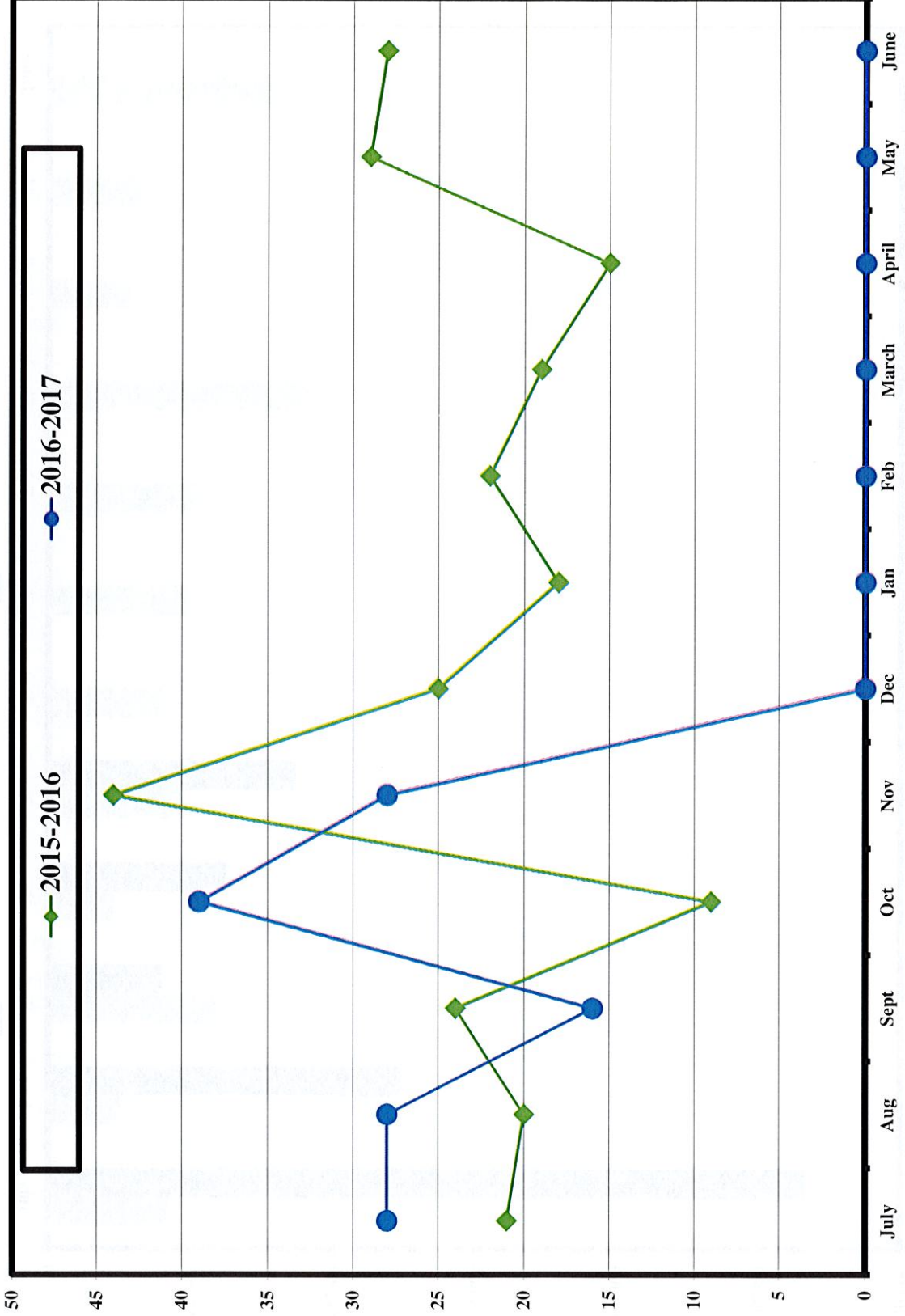


November 2016 New Construction Permit Valuation



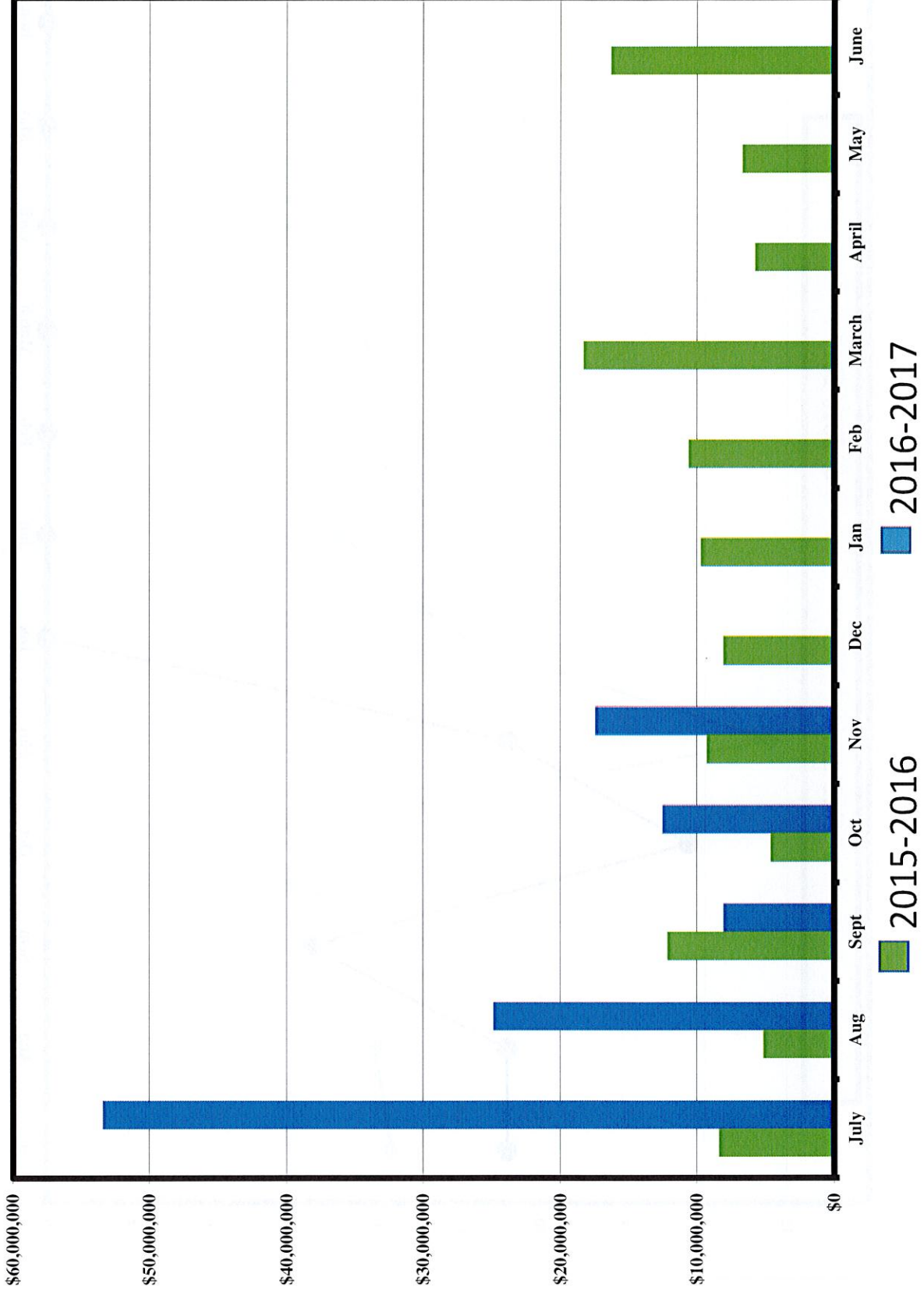
November 2015 New Construction Permit valuation



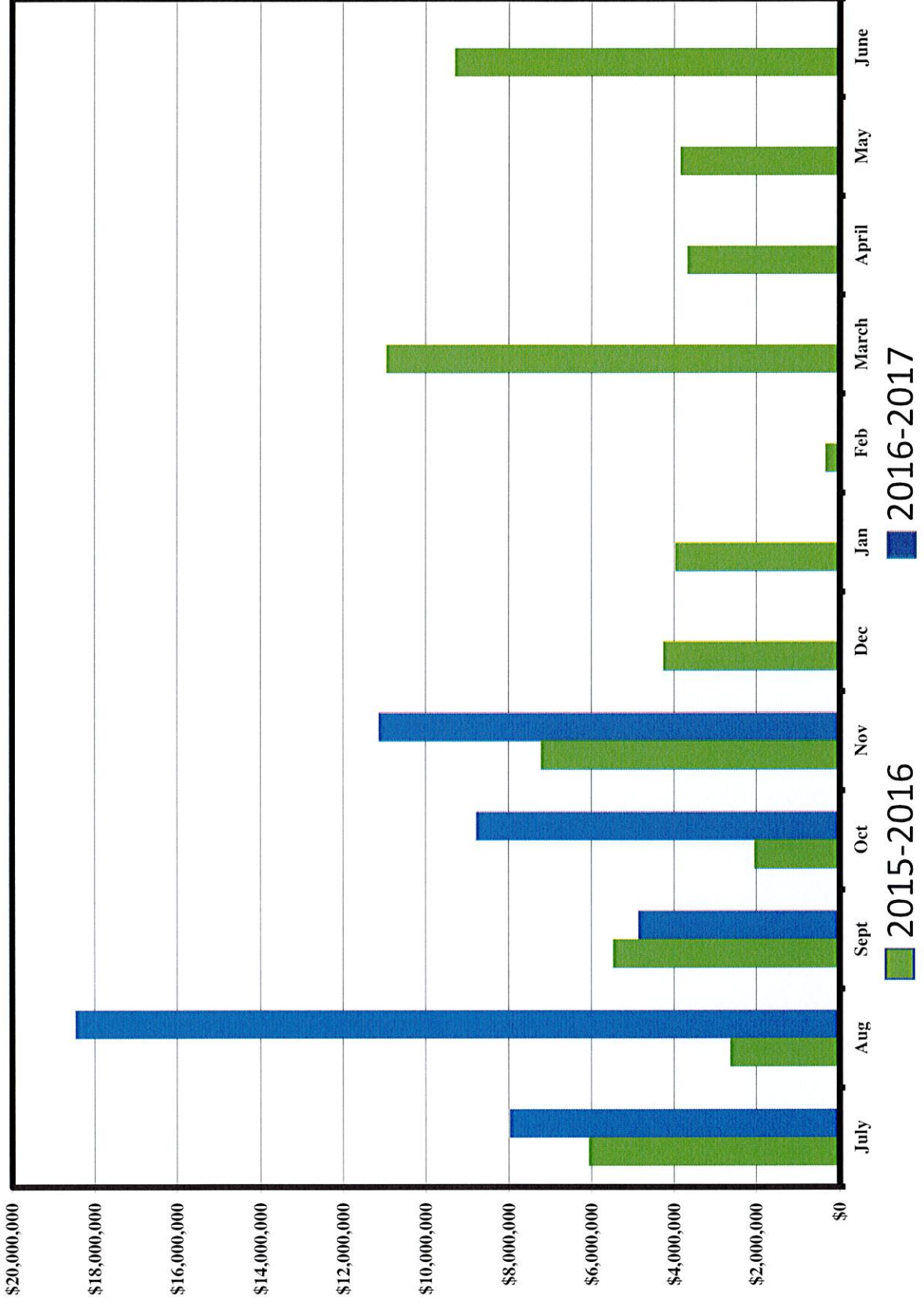


Total New Construction Permits

Total Value of All Construction



Total Value of NEW Construction





POLICE DEPARTMENT

Memorandum

To: Barbara Lipscomb, City Manager

From: Mark Holtzman, Chief of Police 

Date: December 7, 2016

Subject: Christmas Meals Giveaway

Thanks to a donation from Greenville Toyota, the Greenville Police Department will be providing meals to 100 families of four this holiday season. Meals will consist of nonperishable items to include ham, string beans, potatoes, rolls, and a pie. Next Wednesday, December 14, 2016, Greenville Police Department staff will package the meals at the Greenville Toyota showroom, and then assist in delivering the meals to selected families.

The Greenville Police Department is grateful for the opportunity to assist many in our local community during this holiday season. Please contact Sgt. Dale Mills at 252-329-4339 with any questions about this event.



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POLICE COMMUNITY RELATIONS COMMITTEE A G E N D A

Tuesday, December 13, 2016, 6:30 PM
Police Dept. Second Floor Conference Room

500 South Greene Street
Greenville, NC 27835

- 1) Call to Order – Diane Kulik, Chair
- 2) Roll Call
- 3) Approval of the Agenda – December 13, 2016
- 4) Approval of Minutes – November 9, 2016
- 5) State briefly the mission of committee and purpose of meeting
- 6) New Business:
 - 2017 Police Community Relations Committee Planning Meeting
 - Elections
- 7) Public Expression and Questions
- 8) ADJOURN

NOTE:

To maintain order of the board and clarity of recording, please allow one person to speak at a time. Thank you.

The Police Committee Relations Committee Mission Statement

Serve as a liaison between the community and the police. To serve as an advocate for programs, ideas, and methods to improve relations between the community and the police. To disseminate information to the community and the City with regard to the state of relations between the community and the Greenville Police Department. To assist and promote the community education efforts concerning safety awareness and community and individual awareness.

**SUMMARY MINUTES FOR THE
POLICE COMMUNITY RELATIONS COMMITTEE**

November 9, 2016
Greenville, NC

Chairperson Diane Kulik called the Police Community Relations Committee meeting to order at 6:30 p.m., at the Willis Building, 300 East First Street, Greenville, NC 27834.

Chairperson Diane Kulik asked for a motion for approval of the November 9, 2016 agenda.

Motion: Mr. Greg Rubel
Second: Mr. Lennard Naipaul

The agenda was unanimously approved by the committee.

APPROVAL OF THE MINUTES:

Chairperson Diane Kulik asked for a motion for approval of the September 13, 2016 minutes.

Motion: Mr. Greg Rubel
Second: Mr. Lennard Naipaul

The minutes were unanimously approved by the committee.

INTRODUCTION OF COMMITTEE MEMBERS / ROLL CALL:

Chairperson Diane Kulik asked each member and staff to introduce themselves and let everyone know which district they represented.

COMMITTEE MEMBERS PRESENT:

Diane Kulik; Chairperson, At-Large	Greg Rubel; District 3
Gregory Barrett; District 1	Scott Snyder; District 4
Lennard Naipaul; District 2	

COMMITTEE MEMBERS ABSENT:

Jermaine McNair; Mayoral	Tim Webster, Vice Chair; District 5

CITY STAFF MEMBERS PRESENT:

Mark Holtzman, Greenville Chief of Police; Jason Sugg, Interim Chief of ECU Police; Donald K. Phillips, Assistant Attorney; Sgt. Dale Mills, Community Outreach; Kristen Klindworth, Public Information Officer.

COUNCIL MEMBERS PRESENT:

None

OTHERS:

Citizens, ECU Students, SGA members

NEW BUSINESS:

Chairperson Diane Kulik introduced herself and thanked everyone for coming out to the meeting. She then called a short business meeting to order following the November 9th agenda and asked each police officer, city staff, and committee members to introduce themselves.

The Police Community Relations Committee held its meeting at Willis Building and invited members of the community to come out and hear about what are the student's top safety concerns in Greenville.

The meeting gave students an opportunity to meet and give feedback to both Greenville Police and ECU Police about different areas of concern. Mark Holtzman, Greenville Police Department Chief along with East Carolina University Police Department Interim Chief of Police Jason Sugg met with students. The two chiefs were also accompanied by Bill Koch, Associate Vice Chancellor for Environmental Health and Campus Safety at ECU and Dean of Students at East Carolina Dr. Lynn Roeder.

Chairperson Diane Kulik stated that the "Greenville Police and the ECU Police work together to try to keep the students safe." Together we want to educate the students on whether it is crossing streets or crosswalks, or in this case tonight, they wanted the students to share what things they see at the intersections because their feet are on the ground and they know where there are problems lies at the intersections and crosswalks."

Chief of Police Mark Holtzman, and ECU Interim Chief of Police Jason Sugg, Bill Koch, Associate Vice Chancellor for Environmental Health and Campus Safety and Dr. Lynn Roeder, Dean of Students in played tagged team on topics on an open forum. They discussed:

- **Students Living** on campus and off campus relationships
- **Relationships between Greenville Police and ECU Police Officers-** and surrounding and extended jurisdictions(project another level of services to complement the city and the police department and other departments in the city for what they were doing in the neighborhoods (serving students) working on Halloween, and ECU football games
- Discuss the **Halloween Planning** - what the police department learned, completing after action report, pulling in other police officers from other regions, and transportation routes (point A to point B)
- **Shared Information** – student code of conduct on and off-campus. When a student violates that code it is reported to the Dean of students office from the police dept. (whether it is a DWI received a civil citation, arrested motor vehicle offense) - this process holds the students accountable because it wants to become better citizens and make better decisions
- **Safety Corridors-** largely travel routes mostly by students - what could the University to for these particular routes to make them as safe as possible. It includes mechanisms such as additional lighting, installing emergency blue light phone up in certain places that are visible (10th Street and 5th Street Corridors and the most travel route – through ECU campus). Interim Chief Jason Sugg stated that this process is under evaluation and specific routes are being looked at right now.

- **New Lights** on Fifth St. has been switched out to LED lights. In west Greenville the city has switched out over 800 LED lights. The horseshoe shape at Reade Circle to First St. those lights will be switched out this winter.
- The GRID - the site has been selected and city has five new crime cameras going into the GRID area along with some white lights
- **Lift Safe App** – There is a website that the students go to and sign up to receive the app. It is a bracelet, but it is like having a blue light phone into your hands students can connect directly with the police. By way of text messaging, sending photos, or even a video of something suspicious a student might see. Mr. Koch said over 2,700 people have signed up for the app already the university has received sixty-two tips from by-standers, 799 safe walks (10:00 pm to 2:00 am), nine emergency calls – five by texts, three went directly to 911 and one text went directly to ECU police dept.
- **Bicycle Laws** - Section Law Two 2016-90. Provisions that were change in the General Assembly effective October 1. People always ask is: can I ride my bicycle on the sidewalk. It is against the city code to do that. So you have to ride your bicycle on the street. If you are writing your bicycle at night you have to have the rear reflector on your bicycle as well as the white light in the front of it.

The students in attendance voiced their concern over the information in ECU Alerts and how there is usually no follow ups. Students also told the chiefs about the danger of pedestrian safety in the areas surrounding campus.

Mr. Koch stated that everybody loves the “ECU Alerts” as a timely warning. He thinks what Administration hear back from students and what Administration are constantly asking them, is that students want timely information. Some want a little bit more information than others.”

While students love the alert system and have asked for more information in the messages, there are other individuals who disagree. Mr. Koch said that some students have told him they wish there were less alerts and shorter messages. The university wants to give students the information they need, but do not want people discontinuing the service because they receive too much information.

A major component of the ECU Alert system is staying within the regulations of the Jeanne Clery Act, which is a federal statute. With alerts being sent out to more than 40,000 people, Mr. Koch said the Clery Act requires ECU to send out timely messages when it receives information about a crime. The university is currently trying to find a way to give students follow up information to cases stemming from ECU Alerts. Interim Chief Jason Sugg said, “The Clery Act is a very interesting thing. It is very dynamic, it changes a lot and because it is such a high liability area for a university because it really deals with compliance on a federal level”.

Another issue students expressed a sense of worry over was pedestrian safety. “I like the conversation that we had about pedestrian safety,” stated Mr. Bill Koch. “We know that is an issue. It is an issue not only around campus, but Greenville in general and we know it has a huge impact on our students.”

In the last 10 years, ECU has made an effort to make the main campus more pedestrian friendly. Several years ago the university converted multiple roads through campus to walkways. As a result both vehicle traffic and parking were pushed off campus. Mr.

Koch stated in the coming years the university will look to improve pedestrian pathways around campus.

Mr. Koch stated that the University has worked with the city, department of transportation and the developer to align that facility, student apartment complex, with the crosswalks being designed into that whole 10th Street, crossing at Charles Street, from the apartment complex over to the student center.

Along with the new student center being built by ECU, a new apartment complex will be built near Krispy Kreme on the opposite side of main campus. The University is working with the developer and city to make the area safe by investing in cameras and blue light emergency phones along 10th Street.

"We all have a role to play to stay safe. Drivers need to slow down," stated Mr. Koch. Drivers need to better understand the rules for yielding to pedestrians. Then pedestrians need to follow the rules as well.

This is the second year the city has held this event. In last year's meeting students warned about the danger near 33 East Apartments and Copper Beech Townhomes. As a result, the city and community rallied and over the summer the North Carolina Department of Transportation installed a traffic light equipped with pedestrian signals along 10th Street.

Chairperson Diane Kulik stated that it is really good for the two chiefs to see what is on students' minds and what could be done to help with their safety.

Public Expression and Questions

The citizens asked several questions, and made comments and concerns regarding pedestrian safety/ pathways on and around campus.

Chairperson Diane Kulik ask for a motion to adjourn the meeting.

Motion: Mr. Lennard Naipaul

Second: Mr. Greg Rubel

The next meeting is on December 13, 2016. Meeting place will be announced at a later date.

ADJOURN – 7:48 p.m.

Respectfully submitted,

Sylvia Horne
Administration Bureau Secretary
Greenville Police Department
Document (#1040779)

FLASHOVER

The Greenville Fire/Rescue Quarterly Newsletter

VOL. 1, ISSUE 2

12.1.2016



CHIEF'S CORNER

Hurricane Matthew recently caused catastrophic damage throughout parts of North Carolina. Here in Greenville, we also experienced a fair amount of damage and many members of our community were displaced from their homes for days. During the height of the storm, I felt a sense of security and assurance knowing that this community was prepared to respond and recover from this horrific event. The leadership, commitment to excellence and



the bravery that was shown throughout this entire event makes me proud to be a part of a wonderful community and a great

organization. Thank you all for a job well done. ■

- Chief Griffin

INSIDE THIS ISSUE

- 1 - Chief's Corner & Operations
- 2 - Accreditation & Retirements, Promotions
- 3 - Training & Fire and Ice Fundraiser
- 4 - Life Safety Services
- 5 - Data Dialup
- 6 - Logistics & Shift Scoop
- 7 - Shift Scoop, Cont'd.

OPERATIONS OPTICS

As we approach the end to another year, I wanted to take a minute to tell you all how much I appreciate everyone's hard work and dedication to our department. Each one of you is who our community sees each day in any number of circumstances or situations, and even though you may not hear it nearly enough, your work is appreciated. I hope that everyone has a happy holiday season and is able to share some of their time with their families and loved ones.

Hiring Process Update: We are currently in the final stages of a Fire/Rescue Trainee process. The expected start date for these employees will be sometime around the second week of January 2017.

Promotional Process Update: Congratulations to our recently promoted EMS Specialists: Mark Glass, Brad Johnston, Matthew Patty and Shannon Williams. We are currently in the middle of the Lieutenant's promotional process; I expect to be finishing this process up sometime before the first of the year.

Last but not least, in our profession we get to see firsthand members of our community that have very little and at times are barely able to cover their family's basic needs. Please take the time this holiday season to help someone or some family in some way. Whether it is through Operation Santa Claus, donating to United Way or simply placing a donation in the Salvation Army's red kettle. I will leave you with this quote from William James, "Act as if what you do makes a difference; It does". Thank you all for the services you have provided and will continue to provide in our community. ■

- Chief Davenport

ACCREDITATION ADDRESS

The accreditation team continues to analyze and evaluate Greenville Fire/Rescue's services and responses. Our organization is moving forward through the continued cooperation and teamwork of more than a dozen GFR employees from all of our Divisions and Shifts. This collective contribution epitomizes the accreditation theme of "continuous improvement". To garner our community's feedback on the services that we provide, we will host a Stakeholder's Meeting in the very near future. From there we will be able to build on the foundation of our community's assessment and prioritization of our organization's services and baselines.

One area that is developing and improving daily is the hazard analysis of certain occupancies within the City. The fire inspectors, company inspectors, and light duty personnel are performing hazard assessments of the various occupancies they visit. Based on their analysis, we create an OVAP score. The Occupancy Vulnerability Assessment Profile (OVAP) score is a way to analyze and categorize the risk present in a particular occupancy.

So far, our personnel have collected and produced OVAP scores for 838 different occupancies within the City. ■
- Chief Sparrow

RETIREMENTS & PROMOTIONS

Congratulations to Steve Winters! November 30th marked his last day with us. Please take a moment to thank him for the time and hard work he has given to the City of Greenville and to all of us in the department over the years.



Congrats to our new Fire/Rescue employees. These new members started on shift in October.



Ruffin Keys



Tanner Phelps



Tyler Williams

PHOTO PLACE



Puppet show at Winterville Charter Academy

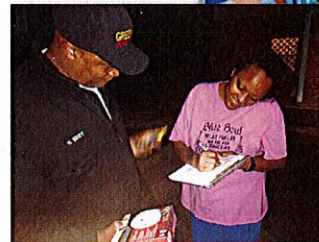


Grease fire training demo

Annual Chili Cook-Off



Domino's smoke alarm program



Clown show at Eastern Elementary



Special Recognition Ceremony



Tour with seniors from Cypress Glen



TRAINING TALK

Over the next several months, the Safety & Training Division will be shifting its focus to the delivery of hands-on training in both EMS and fire/rescue areas. In the area of EMS training, employees can expect to see skills training in BLS, ALS and airway management. In the areas of fire/rescue, the department will be seeking to provide hands-on training that is geared towards company preparedness and job specific tasks. As always, the Safety & Training Division will be working to develop a safety minded culture with our entire department.



To help facilitate the focus on hands-on training, the Safety & Training Division will be removing the “Mandatory” requirement for all Moodle based training – EXCEPT for the Administrative Review course. The Safety & Training Division expects these changes to go into effect starting in January 2017 and to last several months. PCC will still be offering both fire and EMS Moodle courses that GFR employees may take and enter for training credit and/or EMS continuing education.

Our department is very fortunate to have personnel that have a wide array of talents ranging from rescue, firefighting, and pre-hospital emergency care. Training will, at best, test all of these skills while also providing feedback and promote growth in the organization.

Please feel free to contact the Safety and Training Division with ideas that your shift/station may have that will aid in the success of the department. ■
- Lt. Taylor and Capt. Coble

BACK TO BASICS FOR DRIVING

- ◆ Always wear your seat belt and ensure your passengers are wearing their seat belts before moving.
- ◆ Make sure your seat and mirrors are adjusted so that you are comfortable and provided the best position for observing the areas around your vehicle.
- ◆ Minimize distractions within your vehicle by ensuring your GPS is set, temperature is adjusted, radio is adjusted, etc. No texting while driving.
- ◆ Always use a backer when backing any fire or EMS apparatus.
- ◆ Make sure your backer knows where you are going and that you know the location of your backer at all times.
- ◆ Always use wheel chocks on fire apparatuses.
- ◆ Ensure that you have a current driver’s license on your person when operating any COG vehicle. ■



FIRE AND ICE FUNDRAISER

In October we held the Fire and Ice Fundraiser in the truck bay at Station 1. We had more than 100 people attend and raised more than \$300 for the United Way of Pitt County. Thank you to all who made the event possible. ■

LIFE SAFETY SERVICES

Fire Inspections: Life Safety Service staff recently conducted routine inspections at all of the public and private schools, Greek student housing and county-owned buildings. We are working now to inspect all apartment complexes. Thanks to all who have assisted with the Engine Company Inspections program. Congratulations to our newest Standard Level 1 Inspector, Lt. Eric Smith!

Below are some current construction projects that are underway:

Gather Uptown (5th St.)	The Arbors Apts (Oaktowne Dr.)	Parkers BBQ (E. Arlington Blvd.)
Carmax (Whitley Dr.)	Fairfield Inn (Moye Blvd.)	U-Haul (S. Memorial Dr.)

Fire Investigations: Greenville Fire/Rescue personnel recently participated in a North Carolina Office of the State Fire Marshal pilot class for fire investigations. This course consisted of 80 hours of classroom and hands-on training (fire scene examination) over a two-week period. Congratulations to the following individuals who are now certified as North Carolina Fire Investigator Technicians: Lt. Patrick Dunn, Alfred Everington, Blake O'Neal, George Strickland, JB Oakley and Matt Patty. ■ - BC Beddard

EDUCATION EXHIBITS

Thank You: I would like to take a moment to thank each and every one of you for all of your help, patience, flexibility and cooperation during Fire Prevention Month. We attended and held more than 30 events and touched the lives of thousands of Greenville citizens with our puppet shows, clown show, PreK fire safety talks, Remembering When programs, Reading Night and Fire and Ice Fundraiser... AND we did all that amidst a hurricane and a major flooding event. I was impressed with the enthusiasm and flexibility shown by our personnel. The community noticed, too. I heard countless positive remarks from those who attended our events. I believe we made a

difference in the community, whether we can see those effects now or they become apparent later down the line when a resident has a fire in their home. So thank you again for your time and effort during the busy month of October. Your hard work and dedication doesn't go unnoticed.

A special thank you to those of you who helped with the puppet shows. Sometimes we had to adapt to our surroundings and circumstances, every single show was adored by kids and adults alike.

Branding: Over the last year, I've noticed there are many different ways we as a department, and individuals, write-out our department name. I have seen Greenville Fire-Rescue, Greenville Fire/Rescue, Greenville Fire/Rescue/EMS, Greenville Fire Department and others. It is important that we use one and only one format. I have worked with the City's PIO Office to have our logos redone with the following format: Greenville Fire/Rescue. From here on out, please use that format when writing out our department name, whether that is on official documents or informal emails. It may seem trivial, but it really does help build our brand and image. ■ - Rebekah

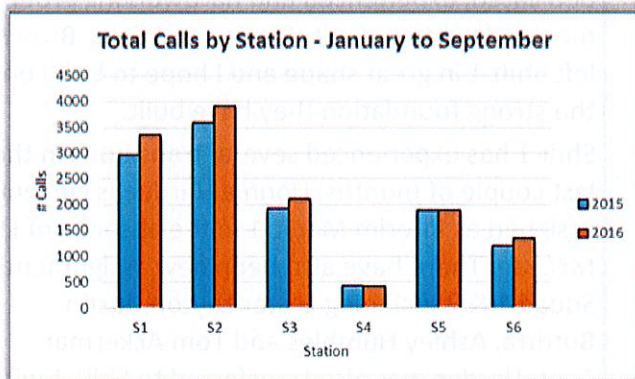
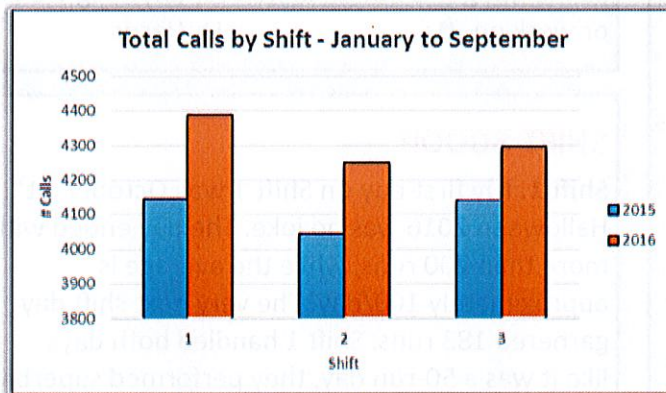


FIRE/RESCUE

DATA DIALING

The following are compilations of data from our third quarter report. ■

Runs & Calls January 1st to September 30th			
	2015	2016	% CHG
Total Calls	12461	13021	4%
Total Runs by All Units	20165	28163	40%
Emergency Calls	5975	7609	27%

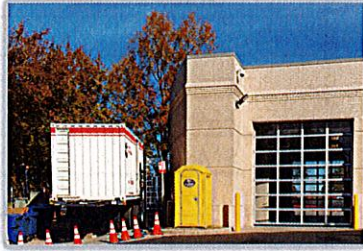


Runs by Unit 1/1/16 - 9/30/16	
Unit	Runs
Squad 1	5405
EMS 2	2070
EMS 3	1793
EMS 5	1716
Engine 1	1664
EMS 1	1659
EMS 8	1659
Engine 2	1594
EMS 7	1527
BAT1	1430
Medic 1	1397
Engine 3	1285
EMS 6	1264
Engine 6	1177
Engine 5	918
Squad 2	500
Tower 1	375
EMS 4	372
Rescue 1	141
Engine 4	119
EMS 10	29
Truck 1	3
Engine 13	12
BAT10	10
Car 1	5
Chief	4
EMS 12	5
Engine 12	4
Logistics	4
EMS 11	2
Ladder 1	2

Calls by Day of Week and Hour of Day - 1/1/16 - 9/30/16																								
	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Sunday	60	63	48	53	50	37	35	44	54	71	68	68	81	80	70	76	81	82	80	75	77	67	70	48
Monday	54	34	33	32	26	33	40	64	85	118	120	111	85	106	125	126	100	99	92	90	93	81	66	57
Tuesday	54	39	37	34	22	36	44	54	68	118	127	119	131	128	115	115	106	112	89	77	85	77	64	45
Wednesday	57	49	46	35	41	25	33	65	89	100	118	115	106	110	138	128	103	95	101	88	77	72	60	65
Thursday	51	39	41	29	33	35	41	54	73	113	110	136	111	108	115	112	100	100	108	92	75	78	60	60
Friday	52	54	53	39	37	33	44	66	82	87	137	113	112	125	112	92	104	101	88	78	67	60	80	82
Saturday	69	79	72	47	35	43	36	39	57	72	79	84	97	98	99	95	84	79	88	100	78	86	91	52

LOGISTICS LOG

The department continues to have numerous projects underway. It is an exciting time in our city to have the growth we are having, and to be able to work to improve our facilities and fleet.



Facilities: The HVAC project at Station 1 is now complete, and the generator project will be complete in early December. Much appreciation to everyone in working around the contractors during both of these projects.

The pre-construction meeting has been held for the carpet replacement projects for Stations 2, 4, and 5. That work should begin this winter. The Station 3 parking lot project will go out for bid this winter, with construction in the spring or summer. The Station 2 addition is still in the design phase, but work is ongoing with it. For those that have not heard, the city has completed the purchase of the "Public Safety Annex" which is our warehouse space off Northland Drive. There is some improvement to be made to the facility, such as adding large enough bay doors and shorelines, before we start using it.

Fleet: The department faced many challenges during Hurricane Matthew and you all worked hard to meet those challenges. Our equipment operated in some adverse conditions and we have been working with Public Works to get all the units serviced and all fluids changed. Rescue 6 is back from being re-mounted, but will be going back OOS for some small tasks needing completion. The two new EMS units are being built, and should be complete in December.



The transport engine is progressing well, and should be complete in late December. The committees for both units asked for some very innovative things from the builders to make these units better for GFR. The manufacturers will actually use these ideas to build other future trucks besides ours. I think this speaks volumes for the creative minds and dedication of our employees.

Notes: Please ensure that you notify Logistics of needed repairs to equipment so that repairs can be made. Please do not assume that we are aware and just choosing to not fix something. Please remember to take care of your assigned equipment, as the budget is not unlimited for anything we do or work on. ■ - Lt. Harris

SHIFT SCOOP

Shift 1: My first day on Shift 1 was October 31st. Halloween 2016 was no joke. The day ended with more than 200 runs, while the average is approximately 100/day. The very next shift day garnered 183 runs. Shift 1 handled both days like it was a 50-run day, they performed superbly. This was mainly because I was given a very strong, dedicated, experienced and hardworking group of men and women. Capt. Carney and Capt. Brown left Shift 1 in great shape and I hope to build on the strong foundation they have built.

Shift 1 has experienced several transitions in the last couple of months. Donnie Hardee is currently assigned as Interim Medic 1 in the absence of Lt. McLean. There have also been new assignments to Squad 1 & 2 including Lester Layton, Justin Buttitta, Ashley Humbles and Tom Ackerman. Capt. Hardee was also transferred to Shift 1 with myself. The newcomers of the shift are Bobby Paige, Justin Johnson and Frankie Lopez (July 2016) and Tyler Williams (October 2016). The shift is led by Lt. Jackson with more than 29 years of service, Eddie Meeks who will have 28 years as of January, and Steve Strickland & Donnie Hardee, whom started their careers the same day, with more than 26 years of service. The individuals noted are just the tip of the iceberg of great talent on Shift 1.

Continued on page 7

SHIFT SCOOP

Shift 1 has an array of experienced & dedicated individuals from top to bottom. If the remainder of my duration on this shift is similar to the first few, I'm in great shape with the individuals that surround me. I'm looking forward to a most successful and enjoyable tenure on Shift 1. ■ - BC Horne

Shift 2: Over the past quarter, events have tested Shift 2 personnel and pushed them to excel. The major event was the hurricane/flood on October 8th. Shift 2 was working as the hurricane came through which caused major flash flooding within the city. Units accomplished nearly 100 water rescues that evening, along with other calls, adding up to a total of 145 calls for the shift. Many of the calls were outside our norm, testing the crew's skills and knowledge. The shift did an outstanding job of working together in adverse conditions to accomplish tasks and objectives, some stepping into roles they were not used to and performing at high levels. During the following week as the river rose, crews worked to notify areas of pending flooding and answering calls for assistance in those areas, along with our normal call volume. Another constant for the shift is the drive to continue training and developing skills. Multiple EMS and fire-related classes have been completed by our personnel. We had a promotion on the shift and congratulate Brad Johnston on becoming an EMS Specialist.

With the holidays approaching, we start thinking in terms of family, both personal and work, appreciating the relationships we have and the ways they touch our lives. No other job or group of people could give the same satisfaction and sense of pride as our Fire/Rescue family, and what we are able to accomplish together. Since recently moving back to Shift 2, I look forward to building new relationships and going back to some of the longstanding ones from years past. On behalf of BC Sowers and myself, I would like to thank the shift for a smooth transition and for your past and upcoming hard work. We wish everyone a very Happy Holidays and look forward to the upcoming year. ■ - Capt. Gurkin

Shift 3: Since returning to shift from being in Logistics for 2 years, I have experienced a willingness from everyone to make Shift 3 a success. Chief Sowers has been more than willing to assist me with transitioning to Shift Commander. Chief Sowers has provided me with great personnel, who perform their jobs well. Shift personnel work well together to provide the citizens of Greenville excellent customer service. I have been on shift only a few weeks, but can already tell the personnel are professional, respectful, hardworking and dedicated to performing their jobs to the best of their abilities. I expect great things from Shift 3 over the months to come.

I would say that the squad crews are truly a great support staff for our EMS unit crews. The squads have proven to take the brunt of EMS calls away from our fire units. As we grow in size and call volume, the EMS Specialists and current squad personnel will continue to be a critical asset for our EMS system. Since being on shift, I have witnessed our personnel in action with ROSC of one patient and the emergency treatment of a burn patient. On calls like these, our crews continue to give a new definition to team work. Capt. Brown and I would like to thank all Shift 3 personnel for supporting our transfer to the shift. ■ - Capt. Nichols



The Greenville Fire/Rescue Quarterly Newsletter



Greenville Fire/Rescue
500 S. Greene St.,
Greenville, NC 27834
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[Website](#)

**PROPOSED MINUTES
BY GREENVILLE HUMAN RELATIONS COUNCIL
OCTOBER 27, 2016**

The Greenville Human Relations Council (GHRC) met Wednesday, October 27, 2016 at 6:00 PM in the third floor conference room #337, located on the third floor of City Hall. Members present denoted by *, members absent denoted by x.

Samar Badwan-x Isaac Chemmanam-* Isaac Blount-* Jim Cox-* Lloyd Horton -*
Byung Lee -* Prudencio Martinez-Mengel-* Joyce Mitchell-x Kathy Moore-*
Bill Neely-* Franchine Peña-* Heena Shah-* Bonnie Snyder-x Jake Srednicki-x
Rajesh Verma-x Ritvik Verma-x

Rose Glover, Council Member-x Cassandra Daniels, Staff Liaison-*

Other(s): Nancy Colville
Rod Debs

Byung Lee stated “election of officers” needs to be added to the agenda. If the Council concurs with adding the item, the floor is open for discussion and a motion. There being no discussion, a motion was made by Franchine Peña, seconded by Jim Cox, to revise the October 27th agenda to add “Election of Officers” after new business. Motion carried unanimously.

ANNOUNCEMENTS: Several announcements were provided about upcoming community events.

WELCOME: Byung Lee welcomed everyone to the meeting.

PUBLIC COMMENT PERIOD

Byung Lee stated

Nancy Colville addressed the Council regarding the Ordinance that created the Human Relations Council. She stated she read the ordinance and in her opinion there are things the Council are not being done as stated in the ordinance when adopted in 1972. It is my understanding the Ordinance will be updated by City Council.

Rod Debs stated he is the Pastor of the Unitarian Universalist Congregation in Greenville. He is very supportive of the Council’s mission of inclusive community, not just everybody is safe here, but everybody has a voice in the community and is respected as well as engaging.

APPROVAL OF MINUTES:

A motion was made by **Bill Neely**, seconded by **Franchine Peña**, to approve the September 22, 2016 minutes with necessary corrections, if there be any. Motion carried unanimously.

OLD BUSINESS

Sister City Program

Byung Lee stated according to correspondence that Yeon-Su Officials received from the Mayor, they have made plans to visit our City on November 15th – 17th. Seven officials will travel to Greenville to explore the possibility of a sister city relationship. Members of the Council support the officials visiting the City; however, the City has not had an opportunity to prepare. **Byung Lee** asked if the Council (HRC) would consider providing a Welcome Reception when they arrive on Tuesday, November 15th. **Cassandra Daniels** stated funds were not budgeted for a sister city program. Nevertheless, if the Council considers a welcome reception, there is a little money in an account that was raised by the Council. Those funds were earmarked for a Council's planning retreat. There were concerns regarding lodging, meals, etc. **Byung Lee** stated the Mayor had suggested information be presented to City Council about the possibility of a Sister City Program.

Bill Neely stated that his involvement in Sister City relations is that (Yeon-Su) make an initial visit and after their visit, then Greenville visit them, then an agreement or covenant is signed between governing bodies, if they agree to a sister city relationship.

There being no further discussion, a motion was made by Franchine Peña, seconded by Bill Neely, that Byung Lee present information to City Council about a Sister City Program (benefits, purpose, etc.). Motion carried unanimously.

NEW BUSINESS

Connecting People: Planting Seeds to Dismantle Racism

Cassandra Daniels stated the next community dialogue is scheduled for Thursday, November 17th at Cornerstone Family Life Center. The theme: "Serving the Most Vulnerable among Us". The focus areas are: (1) mental illness, (2) poverty and (3) homelessness. Jim Cox stated the following have confirmed to serve as panel members: Margaret Dixon, Chris Smith, Bob Williams and Mona Townes

Senior Citizens Annual Christmas Luncheon

Cassandra Daniels stated the senior citizens luncheon is scheduled for Thursday, December 1, 2016 at 11:30am. The venue is the Drew Steele Center.

2017 Annual Awards Program

Cassandra Daniels stated the Annual Awards program will take place at the Greenville Hilton on Saturday, February 25, 2017 at 5:30 p.m. City page has been updated.

2017 Legislative Breakfast

No definitive month and/or date have been decided.

Comments – Human Relations Council – There were no comments.

Election of Officers

A motion was made by Isaac Chemmanam, seconded by Prudencio Martinez-Mengel, to nominate Heena Shah as Chair of the Human Relations Council. Motion carried unanimously.

A motion was made by Franchine Pena, seconded by Isaac Blount, to nominate Prudencio Martinez-Mengel, as Vice-Chair of the Human Relations Council. Motion carried unanimously.

Adjournment

There being no further business, a motion was made by Franchine Peña, seconded by Loyd Horton, to adjourn. Motion carried unanimously.

Respectfully submitted,

Cassandra Daniels

Cassandra Daniels
Human Relations Officer