



JACKSON COUNTY ADMINISTRATION

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MEMORANDUM

TO: The Jackson County Board of Commissioners
FROM: Don Adams, Jackson County Manager

RE: Summary of Initial Process to Create an Independent Social Services Board and Health Board

Currently the Jackson County Commissioners serve as the Board of Social Services and the Board of Health. The duties of the board of social services can be found in N.C.G.S 108-9. The duties of the board of health can be found in N.C.G.S 130A-39. If Jackson County desires to convert back to a separate independent social services board and health board then the following provides a brief summary of the necessary process.

Social Services Board

First the County Commissioners must determine that they want to create a separate independent social services board. At this point it is not believed that a public hearing is necessary prior to voting to create a separate independent social services board. The public hearing requirement only applies when the Board of Commissioners move to take over the functions of a social services board. It is up to the Board of Commissioners to decide if it wants to hold a public hearing on this issue.

Second the Commissioners must decide the size of the social services board. N.C.G.S automatically sets the board size at three members unless the Commissioners choose that the social services board consist of 5 members. The only qualification for a social services board member is that they be a resident of the county. Social services board members may only serve two consecutive 3-year terms at a time. The staggered terms are set by N.C.G.S 108A-5. The following details how and by whom the social services board members are appointed.

3 Member Board	5 Member Board	Appointment Made By	Term Ending
1	2	County Commissioners	June 30, 2022
1	2	NC Social Services Commission	June 30, 2020
1	1	Sitting Social Services Board	June 30, 2021

The Board of Commissioners can adopt a resolution creating the independent social services board. The resolution can choose the size of the social services board (3 or 5 members) and the time when the new board becomes official. The new board's effective creation date could be tied to when the Board of Commissioners make their appointments.

The NC Social Services Commissions has a formal nomination process that requires an official nomination form to be sent to their agency. The NC Commission meets the 2nd Tuesday of each month and attempts to fill vacancies quickly. The County Commissioners can develop its own process to nominate and appoint its members to the social services board. Once the State makes their appointments then the Board of Commissioners can formally make their appointments that could trigger the formation of the board of social services. The sitting social services board can develop its own process to nominate and appoint the final board member. The sitting social services board chooses their own Chair. This process should be able to be accomplished within 2-3 months after the adoption of the formation resolution.

Health Board

First the County Commissioners must determine that they want to create a separate independent health board. At this point it is not believed that a public hearing is necessary prior to voting to create a separate independent health board. The public hearing requirement only applies when the Board of Commissioners move to take over the functions of a health board. It is up to the Board of Commissioners to decide if it wants to hold a public hearing on this issue.

The members of the health board shall be appointed by the County Commissioners and shall be comprised of 11 members. The composition of the board shall reasonably reflect the population makeup of the county and shall include: one physician licensed to practice medicine in this State, one licensed dentist, one licensed optometrist, one licensed veterinarian, one registered nurse, one licensed pharmacist, one county commissioner, one professional engineer, and three representatives from the general public. Terms are for three years and can be staggered. Term limits are for 3 consecutive terms. There are some minor exceptions to term limits and residential requirements depending availability of some of the professionals. The board of health elects their own Chair. The County Commissioners can develop their own process to nominate and appoint the members to the health board.

The Board of Commissioners can adopt a resolution creating the independent health board. The resolution can reiterate the mandated composition of the health board and the time when the new board becomes official. The new board's effective creation date could be tied to when the Board of Commissioners make their appointments. The timing of this process will be dictated on how long it takes the Board of Commissioners to make the appointments after the adoption of the formation resolution.