

HENRY COUNTY
GEORGIA

2020

QUARTERLY
REPORT

January-March



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2020



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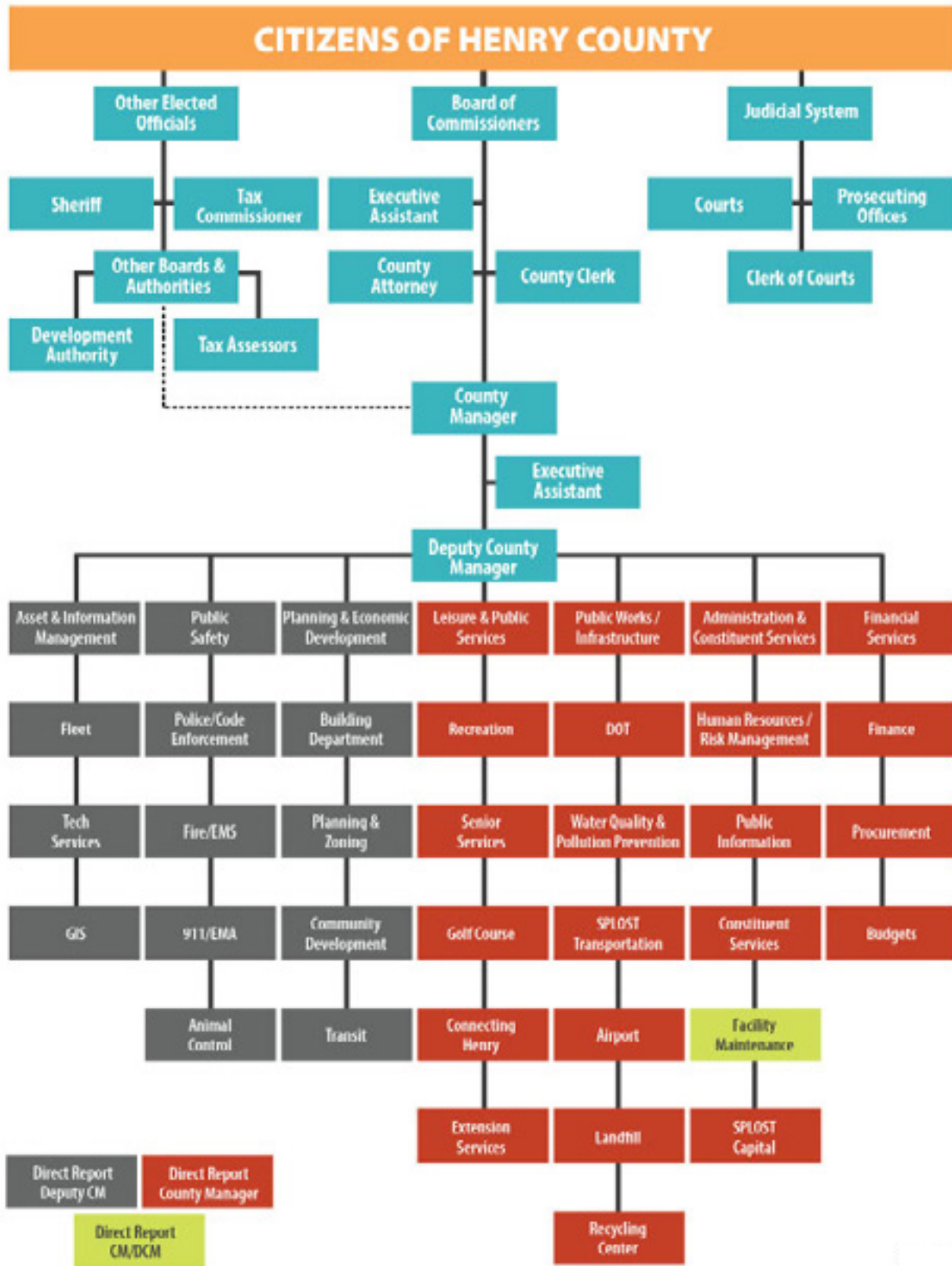
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COUNTY MANAGER MESSAGE

HENRY COUNTY



What a year it has been so far. It seemed like we just celebrated the Christmas holidays and the New Year when the COVID-19 coronavirus began to appear as the main story and topic of conversation on the evening news taking over the headlines of every newspaper and major website. As a county government, a state and a nation, we are witnessing a pandemic that most have not seen in their lifetime.

Around the middle of March, as the pandemic seemed to peak in the state of Georgia, I, along with my leadership team, made the difficult decision to close county offices to the public. We closed our senior centers and our parks and recreation centers, along with a handful of public services. However, I am proud to say that we were able to continue many services, and instead switched to a modified telework schedule for those who could work from home, and continued to provide in-house services, including

full public safety services throughout the Shelter in Place order.

Taking best practices from the Georgia Department of Public Health, the Centers for Disease Control and the Georgia Governor's Office, Henry County Government transitioned to a telework environment, closing offices to the public in order to do our part to "flatten the curve." This decision was not made lightly. Our leadership team, along with our Board of Commissioners, had been in daily conference with the Department of Public Health monitoring the situation in Henry County and the surrounding areas, and after much debate and fact-finding, determined it was in the best interest of both employees and the public to modify work schedules and close public government facilities, such as our senior centers and recreation centers in order to protect people from the COVID-19 coronavirus. And although many facilities were closed, we were able to continue services to citizens, with most of our employees successfully transitioning to telework schedules. Our public safety agencies continued with full service, our Building and Plan Review Department was able to continue new construction inspections and issue permits. Our DOT and maintenance crews continued facility and grounds maintenance on a staggered schedule, and Senior Services continued providing

drive-thru meals and other services for seniors. Our Communications Team continually updated the county's social media platforms and created a special section on the county website, and collaborated with the cities of Hampton, Locust Grove, McDonough and Stockbridge, as well as with the Henry County School system, and community partners such as the Development Authority, the Henry County Chamber of Commerce and Piedmont Henry Hospital to offer the latest information.

On May 4, most county employees returned to in-office working on a staggered schedule and we opened several county offices. The remainder of county facilities will be re-opened on a phased schedule to ensure best practices for the health and welfare of our employees and our citizens. We are utilizing temperature checks and requiring face coverings from employees and members of the public, and we are practicing social distancing to continue to lessen the effects of our current pandemic.

Finally, I want to thank our citizens and businesses for their patience during this unprecedented time, and I especially want to thank our employees who have and continued to work diligently for the citizens of Henry County.

WHY WE'RE HERE

HENRY COUNTY

Henry County Government works diligently to deliver superior government services to its citizens, businesses and stakeholders as fiscally responsible stewards of taxpayers' dollars.

We will continue to provide the highest caliber of service to citizens with a focus on public safety, economic development, transportation and quality of life initiatives, utilizing the latest technology and best practices to enhance the health, safety and welfare of our community.



VALUES

■ HENRY COUNTY

SERVICE

We strive every day to bring the highest level of service to our citizens in the most respectful and efficient manner.

INTEGRITY

We commit to being honest, respectful and accountable in all aspects of our government and on behalf of our citizens in adhering to the highest ethical practices.

TRANSPARENCY

We pledge to be open and clear in our actions and activities on behalf of the citizens of Henry County.

STEWARDSHIP

We commit to responsible fiscal management of county funds, property and resources.

INCLUSION

We are committed to serving all citizens and visitors, celebrating our diverse population and ensuring that all people feel valued, welcomed and heard.

INNOVATION

We work to continually find ways to better serve our community through technology, education and best practices, embracing new ideas and initiatives to enhance quality of life for all.

ATLANTA SPEEDWAY AIRPORT

KEY ACCOMPLISHMENTS/STATISTICS:

- Total AVGAS Fuel Sales = \$58,408.61; Gallons Sold = 14,017.42.
- Total JET Fuel Sales = \$85,521.51; Gallons Sold = 23,208.54.
- Total Rental Income = \$56,512.52.

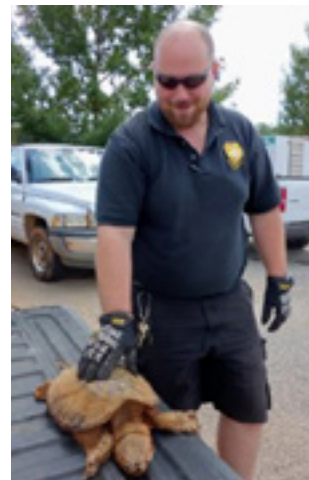
WORKS IN PROGRESS:

- Taxi-drive maintenance; working with Stormwater to schedule the sweeper truck on a monthly basis to clear taxi-drives of Foreign Object Debris (FOD)
- Grounds maintenance; working with Stormwater during their slower time to clear areas around the Airport of small trees & brush
- Grass Cutting - Steven is working on all grounds equipment to ensure proper and safe function.

ANIMAL CARE & CONTROL

KEY ACCOMPLISHMENTS/STATISTICS:

- Total calls answered: 1,083
- Warnings issued: 251
- Citations issued: 53
- Court fines: \$18,7000
- Bite cases: 39 (33 dogs, 7 cat)
- Money collected: \$12,624
- Visitors to shelter: 1,414
- Intake: From the Public - 233, Impounded by Animal Control Officers - 267 Adoptions: 79
- Transferred to Rescue Groups: 173 Reclaimed by Owners: 107
- Total Shelter Count January 1, 2020: 110
- Total Shelter Count March 31, 2020: 89



BUDGET

KEY ACCOMPLISHMENTS/STATISTICS:

Budget Committee including the County Management met with all Elected Officials, Cluster Leaders and Department Heads in reference to the requested FY 2021 Budget. The Budget Committee has a proposed balanced budget without the use of fund balance for FY 2021. Prepared monthly financial statements and submitted financial report to the Financial Services Director for presentation to the BOC. Approved requisitions, personnel actions, check requests & vacancy postings.

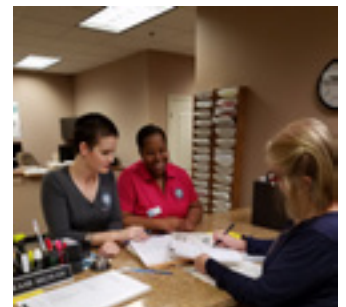
WORKS IN PROGRESS:

Preparing the Budget Presentation for the Budget Public Hearing and the adoption of FY 2021 Budget. Working on the budget book.

BUILDING & PLAN REVIEW

KEY ACCOMPLISHMENTS/STATISTICS:

- The number of inspections successfully completed for the first quarter: Commercial--1,216; Development--2,400; Residential-- 6,163. Total Inspections completed--9,779.
- Customers serviced at the front counter for the first quarter were 1,419.
- Residential Single Family Certificates of Occupancy issued the first quarter were 171.
- Reviewed 49 Commercial Plans.
- Conducted 30 Preconstruction Meetings.
- Conducted 20 Pre-reviews for Plan Submittals.
- Conducted 17 Due-diligence Meetings.
- Conducted 12 Engineering Plan Reviews consisting of 0--Civil Reviews, 6--Final Plats, 0--As-built Hydro Studies, 3--Sub-grade Centerline Profiles, 2--Storm As-builts, 0--Stormwater Reviews, 1--Retaining Walls and 0--Timbering Review.
- There were 9 Maintenance Bonds Released and 9 Maintenance Bonds Extensions.
- Soil Erosion Inspections: 23--Complaints, 23--Complaints Resolved, 21--24 Hr. Notices, 26--Stop Work Orders Issued and 0--Citation Issued.



- 3 State Water & Soil Conservation Meetings (1 personnel) and 3 Henry County Utility Meetings (8 personnel).
- 1 staff member serves as the 2020 Chair of the Henry County Utility Coordinating Council.
- 1 staff member serves as the 2020 Secretary for the Henry County Utility Coordinating Council.
- 1 staff member is working on increasing the importance of Permit Technicians by serving as the 2019-2020 President of Permit Technicians Across Georgia Organization.
- 1 staff member is also working on increasing the importance of Permit Technicians by serving as the 2019-2020 Vice-President of Permit Technicians Across Georgia Organization.

WORKS IN PROGRESS:

- Staff is working diligently with the Tyler EnerGov Representatives on preparing the system for our needs.
- Staff has successfully transitioned to working remotely due to COVID-19.

CDBG

KEY ACCOMPLISHMENTS/STATISTICS:

- On boarded two (2) Planner I positions.
- Income approved three (3) septic projects, signed contracts for three (3) septic projects, finished one Senior Rehab, finished rehab of first Neighborhood Stabilization Program (NSP) house, NSP house under contract.
- Habitat finished one owner-occupied senior rehab due to stopping in March for the COVID19. NCRAD developed a scope of work and received bids for major rehab in Hampton.
- Purchased a blighted NSP property.
- Executed Public Service subrecipient agreements, introduced new project managers to subrecipients, began project delivery.
- Started needs assessment meetings for the development of the 2020-2024 Consolidated Plan and 2020 Annual Action Plan.

WORKS IN PROGRESS:

- The County, Habitat and NCRAD are accepting applications for housing rehab.
- Continuing technical assistance approved by HUD for the reconciliation and clean up of NSP. In the process of reconciling and closing out HUD NSP3. Receiving guidance for closing out DCA NSP 1 & 3. Searching for qualified NSP properties.
- Waiting on HUD's approval of the Conflict of Interest for the CDBG applicant.

CODE ENFORCEMENT

KEY ACCOMPLISHMENTS/STATISTICS:

	CURRENT MONTH	PREVIOUS YEAR
Complaints Answered	984	799
Warnings Issued	500	532
Citations Issued	101	103
Amount of Fines	\$16,749	\$12,950

WORKS IN PROGRESS:

- Abatelements – Burned and/or Dilapidated Structures throughout the County, Real Estate Signs.

COMMUNITY SERVICE

KEY ACCOMPLISHMENTS/STATISTICS:

- Hours Worked - 9,220
- Litter Pickup Mileage - 344.2
- Service Requests - 247

WORKS IN PROGRESS:

- Roadside Litter Pickup continues to be priority.
- Continue providing cleaning service for several county departments twice weekly. Suspended last 2 weeks of March due to COVID19 shutdown.

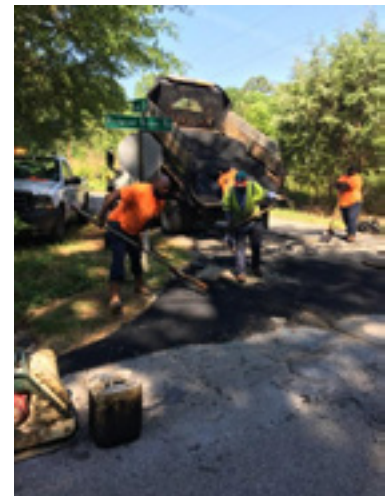
DOT

KEY ACCOMPLISHMENTS/STATISTICS:

- (1247) Work Orders Created in SeeClickFix, (718) Completed, (529) Still Open.
- Hired Director for the DOT Department.
- Hired Engineer 1 for DOT Department.
- Various Roads Re-striped as Part of LMIG Safety Funds and HCDOT General Funds.
- Willow Stakes at Nash Farms Completed.
- Obtained Mowing Contract for Various Roundabouts and Select Urban Sections of Roadways Throughout the County
- Awarded Mowing Contract for Various Roundabouts and Select Urban Sections of Roadways Throughout the County

WORKS IN PROGRESS:

- Working on Bid Package for Resurfacing LMIG 2020 Roads.
- LMIG 19 Resurfacing is in Progress.
- Striping and Marking (LMIG Safety Funds) in Progress.
- Striping on Various Roads (Non-LMIG Safety Fund Roads) in Progress.
- Obtained P.O. for Guardrail on Indian Creek.
- Measuring Sidewalk Areas to be Repoured/Repaired.
- Generating Bid Package for Concrete Work.
- Panola Mountain Greenway Trail - Construction in Progress.
- Mowing Various Roundabouts and Select Urban Sections of Roadways Throughout the County.
- Sign Shop is Installing Street Signs in New Phases of Subdivisions.
- Sign Shop is Painting/Re-Painting All Fire Station Parking Lots.
- Patch/Repair the County Roadways.
- Maintain/Mow the County ROWs.



EMA - 911

KEY ACCOMPLISHMENTS/STATISTICS:

CALLS FOR SERVICE

January
February
March
Total

E-911 CALLS

11,469
10,992
11,705
34,166

ADMIN CALLS

17,684
16,465
16,526
50,675

- Completed ISO renewal with Henry County Fire Department.
- Completed renewal of PRO QA for EMD callers.
- COVID-19 pre-planning Taskforce Meeting March 2, 2020.
- Facilitated Mayor/Leadership COVID-19 bi-weekly briefings.
- Attended District Four Public Health weekly briefings on COVID-19.
- Created countywide Development of Incident Action Plan for daily County Operations.
- Provided logistical equipment to Piedmont Medical Center, with such items as tents, and ventilators.
- Provided resources to Mount Carmel Personal Care Home and Westbury Nursing Home
- Coordinated the installation of LTE for all Public Safety, 2nd Touch Radio Programming.
- Approved the site location to relocate Site 5 for Public Safety Radio System.

WORKS IN PROGRESS:

- Supporting the COVID-19 "Testing Site" at Heritage Senior Center.
- Processing PPE for all County Public Safety and Critical Stakeholders

EXTENSION SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- Received 1 Hay sample, 2 Ecoli, 114 Soil samples to be tested.
- Extension held the first 2020 Master Gardener trainee class on 1/6/2020 with 20 participants in this year's training.
- 4-H Staff taught Plant Classification Lesson and promoted 4-H Cloverleaf camp to over 2,800 5th graders.
- FACS Agent recertified for 5 more years as an Instructor and Proctor for National ServSafe program.
- Taped Garden Delights TV Show on Cabbage and Nuisance Wildlife with over 30,000 viewers.
- Extension planned 8 sessions for 8 weeks for Walk-a-Weigh program with 14 attending.
- Agent taught a 2-day ServSafe training for 15 restaurant managers.
- Agent taught Nuisance Wildlife to the area Master Gardener interns in Henry County.
- Henry County 4-H received two special awards at Cloverleaf District Competition for Public Speaking out of 12 counties.
- Outstanding Participation 1st place- 20, 2nd place – 15, 3rd place – 14, Participants – 17.
- Agent taught nutrition program at the Heritage Senior Center, Fairview and Bear Creek.
- Seven 4-H'ers traveled to State Capitol to page with state legislature for 4-H Day.
- Master Gardener interns learned about small fruit plants such as blueberries, strawberries, blackberries and prepared to take mid-term test.
- Held lunch and learn on weed problems that was taught by UGA Associate Professor Patrick McCullough, Turf Grass Specialist with 23 attending.
- 4-H staff were invited by the McDonough Library to give short presentation about 4-H to Homeschool group to 15 participants.
- Master Gardeners participated in Arbor Day with tree give away in McDonough, Locust Grove and Stockbridge. Over 500 trees.
- Agents taped Garden Delight TV Show on spinach and spring garden preparation.
- Junior/Senior 4-H'ers competed in public speaking in their project at Rock Eagle. Will have a senior to advance to the state level in July plus also an 8th grader placed 1st.
- 4-H Dog Club meet and invited officers to speak to group plus a K9 unit demonstration from the Sheriff Dept with over 35 attending.
- 4-H Archery Club meet and held practices at arena with 30 attending.
- FACS Agent presented "Communication and Language" from the Building Baby Brains series at the Super Saturday for Child Care Providers with 22 attending.
- FACS Agent was invited and attended the Women's Empowerment Summit in Stockbridge.

FACILITY MAINTENANCE

KEY ACCOMPLISHMENTS/STATISTICS:

The Facilities Maintenance Department is responsible for the maintenance and upkeep of all county facilities as well as creating and constructing new spaces as needed.

- Activity/Work Requests - Current Quarter: 867 Same Period-Year Ago: 1,103
- Man Hours - Current Quarter: 5,700.25 Same Period-Year Ago: 6,701.20
- **Project # ELEM020: Elections Modular Unit 30b Atlanta St.**
- Documented hours: 171.30 (1-23 thru 3-2-2020), Cost: \$10,223.39
- **Project# ELECT2020: Elections - 40 Atlanta St -Remove walls, replace flooring**
- Documented hours: 288.40 (1-2 thru 3-19-2020), Cost: \$15,854.04
- **Project# TAXCO20 (Phase 1): Tax Commissioner - 140 Henry Pkwy - remodel break room**
- (Michael Harris wishes to do in phases. Call room is phase 2)
- Documented hours: 211.15, Cost: Handled by the Tax Commissioners office
- **Project# Coroner2020: Install morgue cooler at 108 S. Vincent Avenue**
- Documented hours: 64.00, Cost: \$15,111.56

WORKS IN PROGRESS:

- Routine Maintenance of 50 plus locations - Crew of 5
- Mowing
- Weed-eating
- Trimming shrubbery/trees
- Picking up trash
- Cleaning debris from parking lots
- Pine straw distribution
- Pressure washing on request



FINANCE DEPARTMENT

KEY ACCOMPLISHMENTS/STATISTICS:

- Successfully went live with Tyler Payroll with no major issues
- Generated and disseminated W2s to all employees
- Continued to pay vendors and employees as normal while also beginning a telework model of work

WORKS IN PROGRESS:

- Reorganizing duties in the department
- Making sure employees have the training they need to work independently and efficiently
- Tyler Cashiering Implementation
- Developing method to account for Health insurance that will allow more accurate accounting and reporting for audit

FIRE DEPARTMENT

OPERATIONS

- Number of Emergency Fire Responses - 1,976
- Number of Emergency Responses by EMS - 5,553
- Total Emergency Responses - 7,529
- Average Response Times for Fire Calls - 8.2
- Average Times for EMS Calls - 9.6
- Number of Patient Contacts made by EMS - 5,648
- Number of Patients Transported by EMS - 3,801



PREVENTION

- Number of Existing Building Inspections - 512
- Number of New Construction Inspections - 134
- Number of Pre-Construction Inspections - 55
- Number of Plan Reviews - 236
- Plan Review Fees Billed - \$65,746
- Construction or Expansion Permit Fees - \$32,335
- Sprinkler System Permit Fees/Hood Inspections - \$3,640
- Alarm System Permit Fees - \$1,850
- Re-Inspection Fees - \$950
- Special Event Fees - \$150
- Site Plan Fees - \$1,300
- Certificate of Occupancy or Business License Fee - \$6,300

AMBULANCE BILLING

- Total # Calls AMB - 3,652
- AMB Billed - 5,207,724.62
- AMB Collected - 1,839,562.17

FLEET SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- Processed 981 work orders.
- New auction list is ready for auction.
- Hoping to temp. check to keep everyone alive.

WORKS IN PROGRESS:

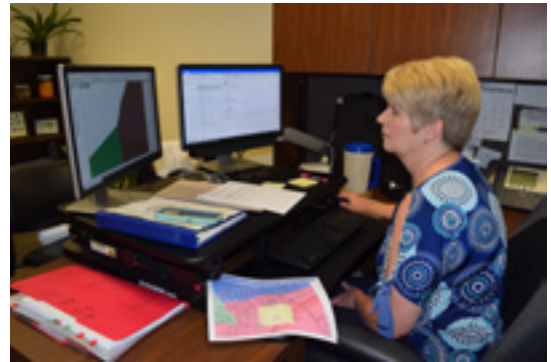
- Dealing with numerous vehicle accidents.
- Tyler system 'go live' is delayed due to COVID-19
- Still installing 180 printers and 170 laptop stands.



GIS

KEY ACCOMPLISHMENTS/STATISTICS:

- Continue updates for the EnerGov/Tyler project, working with E911 to assist in updates and corrections/additions, etc. to help integrate their system towards more efficiency.
- Working, updating, and incorporating the road network, political district information requested, and daily updates, additions, deletions to 22 GIS layers within our system.
- 15% of daily efforts are directed towards, responding to citizen's questions, request, and customized data request to be submitted via email or picked up in person.
- Continual updates to the Zoning map layer for the Planning & Zoning Department as well as support documentation of maps presented at all the County Commission Board meetings.
- Sending digital data files to engineering firms as well as citizens, making specialty maps for citizens as well as requests from all other departments within Henry County government, 76 customers served.
- Preparing working document for Planning and Zoning for the Future LandUse layer.
- Updated and reposting of the Tyler GIS map for ArcOnline users.



HUMAN RESOURCES

KEY ACCOMPLISHMENTS/STATISTICS:

Went live with Tyler for Payroll on January 3, 2020; Developed payroll discrepancy form to document and address any issues with go-live; On-boarded new Human Resources Generalist II to concentrate on classification and compensation program area; Conducted internal SWOT analysis of the department in continuation of HR's strategic plan; Finalized and completed classification & compensation appeals process; Implemented successful and productive telework program for HR staff due to COVID-19; Implemented phone tree system for reception desk phone to answer calls while teleworking - 5 staff members answering calls at all time during business hours.

WORKS IN PROGRESS:

In process of interviewing and selecting Administrative Assistant III; Moving forward with strategic plan to create an HR dashboard to display metrics; Ongoing policy reviews and development; Working with Tyler on implementing/utilizing open enrollment, recruiting module, employee relations and salary benefit projections; Employee Lose2Win weight loss challenge began but was ultimately placed on hold due to COVID-19 for the safety of all employees.

PARKS & RECREATION

KEY STATISTICS:

- Total Revenue - \$174,647.25
- Total Reservations - \$36,521
- Therapeutic Participants - 2,008
- Program Participants - 22,861
- Athletic Participants - 9,136
- Parks Work Orders 723



KEY ACCOMPLISHMENTS:

- Events held at Locust Grove Event Center - Jan. 4, Feb. 4, Mar. 1
- Turned in weekly department accomplishments to County Manager.
- New Recreation Center hours effective January 2, 2020: Mon.-Thurs. 8am-9pm, Fri. 8am-7pm, Sat. 9am-9pm, Sun. 1pm-7pm.
- Welcomed Cluster Leader for Leisure and Public Services, Jonathon Penn.
- Facility inspection forms completed and sent to Risk Management.
- Budgets submitted along with mission, goals, performance measures and organization charts.
- Coop-Continuity of Operations Plan submitted to County.
- Begin transition to “cashless” based operations.
- CDBG survey needs assessment completed. Harlon Matthews received Wheelchair Excellence Award for his work with All American Wheelchair Tennis Tournament at Richard Craig Park. Planned and later rescheduled Sandy Ridge Park opening day and concert.

- Classification and Compensation appeals completed and employees notified of results
- COVID-19 cancellations, closings and refunds submitted, mobile operations implemented
- Held daily conference calls, Zoom meetings, attended webinars

PLANNING & ZONING

KEY ACCOMPLISHMENTS/STATISTICS:

- Administrative Waiver / Review - 2 Received / \$100.00 Collected
- Comp Plan Amendment -1 (Withdrawn) / \$300.00 (Refunded)
- Conditional Use - 0 Received / \$0 Collected
- Copies & Open Records - 14
- Special Event Permits - 3 / \$100
- DRI - 1 Received / \$100 Collected
- Modification to Condition of Zoning & Master Dev. Plan - 2 Received / \$902 Collected
- Rezoning - 2 Received / \$2096 Received
- Sign Applications - 20 Received / \$1,000 Collected
- Tabling Fee -4 Received / \$1200.00 Collected
- Variance - 5 Received / \$1500.00 Collected
- Zoning Certification Letters - 19 Received / \$950 Collected
- Zoning Verification for Building Department (no fee) - 16 Received
- Business Licenses Processed (no fee) - 109 Received

Planning and Zoning Totals for the 3rd Quarter - Received / \$7,848 Collected

POLICE DEPARTMENT

CALLS FOR SERVICE STATISTICS:

- Dispatched - 16,125
- Self-Initiated - 9,982
- Total Calls - 26,107
- Cases Reported - 3,617

INCIDENTS REPORTED:

- DUI Arrests - 84
- Theft from Motor Vehicle - 151
- Citations Issued - 5,204
- Accidents Reported - 2,074
- Warnings Issued - 1,887
- Stolen Vehicles - 81



TOP 3 ACCIDENT LOCATIONS (REPORTED):

- I-75 & Hudson Bridge Rd/Eagles Landing Pk = 79 Accidents
- I-75 & HWY 20/81 = 54 Accidents
- I-75 & HWY 138= 50 Accidents

PUBLIC INFORMATION

KEY ACCOMPLISHMENTS/STATISTICS:

Produced 57 press releases, 5 Update Newsletter, 2 Inbox Employee Newsletter, 1 Commissioner Newsletter, 2 Proclamations, 3 Flyers, maintained 3 County websites (250+ changes/updates/additions), approximately 375 Facebook posts & Increased Facebook followers by 1875 (8369 total followers), 227 Tweets, 158 new Followers (5561 total followers), 25 Instagram posts, 1892 new Instagram followers, Zoom meetings (facilitation of Facebook Live), Census media campaign (logo creation, webpage, social media posts, flyers...), 22 Census posters, 9 scripts, 6 flyers, Courts Calendar page created, Transportation Planning Department webpage created, COVID-19 webpage created, #WeAreAllEssential campaign created, COVID-19 posters, Quarterly Report (print/distribution), Stars & Stripes Steak Cook-off (flyers/Banner), Summer Camp (logo/flyer/t-shirt design), Census Powerpoint, Budget Survey created, Ticket Stub creation (Circle of Friends), 3 Open Record Requests, NACCA Award entry for Garden Delights, aired 9 Board of Commissioner meetings Regular/Called), 1 Zoning Advisory Board meetings, 16 Info Screens (unique) created for Henry TV, Henry Day at the Capital (photos), 5 Lunch & Learn videos, Bearcat Dedication (photo/video), Commissioner Clemmons Review (video), Chair Wood State of the County (video), Rescue Task Force (video and ACCG Award nomination package), Panola Mountain Greenway Path Trail (Ribbon Cutting), Phone Message (Census), 2 Census PSAs (video), 2 COVID-19 PSAs - Chair Wood (video), 2 COVID-19 PSAs - M.Robinson/D.Ash (video).

WORKS IN PROGRESS:

- COVID-19 preparedness
- Tax Commissioner's office Annual Report
- Commissioner Thomas' Zoom Town hall
- Parks and Recreation Cotton Fields (video)
- Census Outreach campaign
- Quarterly Report



PURCHASING

KEY ACCOMPLISHMENTS/STATISTICS:

	CURRENT QUARTER	PREVIOUS QUARTER
Written Bids Awarded	64	42
Sealed Bids Awarded	8	7
Sealed Bids Pending/Review Approval	3	6
Sealed Bids "On the Street"	6	5
Purchase Orders Processed	390	662

Sale of Surplus Property - Surplus of (2) Items/vehicles/equipment were sold using GovDeals January 1, 2020 thru March 31, 2020 bringing in \$10,351.00 in revenue for Henry County.

WORKS IN PROGRESS:

- Getting back in the office - getting bids that were postponed due to COVID-19 back on the street. New open dates and question answer periods being provided. Welcomed aboard Olivia McPherson to the Purchasing Department. She will be a great asset to Bids and Annual Contracts.

RISK MANAGEMENT

KEY ACCOMPLISHMENTS/STATISTICS:

- Held employee Safety Team meetings in January, February and March with over 20 in attendance for each meeting. Safety Team in-person meetings cancelled for April and until further notice, due to COVID19.
- Held employee Defensive Driving Course in January, February and March with over 20 in attendance for each training. DDC training cancelled until further notice, due to COVID19.
- Completed COOP for Risk Management Department and submitted to Don Ash / Henry EMA.

WORKS IN PROGRESS:

- Continuing to schedule more position/job-specific training for all county employees – to include continued hands-on training for field employees (ex: DOT, Stormwater, F.M., etc.) – AND – researching opportunities to add soft skills training (ex: decorum in the workplace; customer service; management 101, etc.)
- Revamp DMV check program for all county employees – Safety Officer is now certified to do this.
-

- Safety Officer and Risk Manager continue to conduct site visits to county facilities and worksites – Risk is establishing a workflow to communicate safety issues to the appropriate department.
- Risk working with Facility Maintenance to create and/or update evacuation plans and shelter-in-place plans for each county building.

SENIOR SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- In-Home – units – 3,173
- Home Delivered Meals units – 13,482
- Congregate Meals – 17,996
- Volunteer Hours – 1, 350 hours
- Senior centers avg. daily attendance – 455
- Dining/Nutrition – avg. monthly unduplicated participants - 496
- Fitness – avg. monthly unduplicated participants - 336
- Adopt A Senior
- Valentine Events

STORMWATER

KEY ACCOMPLISHMENTS/STATISTICS:

- 7- Pipe Repair or Replacement
- 6- Sink Hole Repair
- 12- Jet Vac
- 26- Pond Mowed

- 4- Channels
- 97% of pipe installation completed at Cochran Park
- Responded/assisted with 1 sewer spill
- Responded/assisted with 1 failing commercial septic system
- Provided GIS shape file information to GovClarity
- Responded/assisted with inquiries from citizens, developers, consultants, engineers, etc.
- Conducted feature investigation concerning a stream and its associated FEMA Floodplain (per Building Dept.)
- Acquired GSWCC Red Card Re-certification
- Annual meeting with Corblu concerning 2019 annual stream walks/WPP
- Provided 2019-2020 reporting information to Corblu for submittal of WPP to MNGWPD



WORKS IN PROGRESS:

- Planning/organizing future education & outreach events

SHERIFF

KEY ACCOMPLISHMENTS/STATISTICS:

- Jail Capacity: 908
- Inmate Population: 697
- 94 Additional inmates are out at other facilities/agencies.
- Cases Awaiting Trial - 590, Cases Sentenced - 432
- (231 INMATES IN MULTIPLE COURTS) In regards to sentenced inmates: 407 are doing county time & 25 are waiting for state department of corrections to take custody of, or some other state agency.

TECHNOLOGY SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- 1,900 Tickets assigned an 1,800 Closed.
- Continue Tyler system install with Public Safety, and asset maintenance.
- Tyler Human resources employee / vendor self service.
- Continue Sheriff Web Site updates with key components working.
- Magistrate Courts Updates.
- Continue DMZ and server hardening projects.

WORKS IN PROGRESS:

Development:

- New Intranet Site, Wellness Center scanner app, HR Class sign-up form, Time Clock app for multiple departments, SSRS reports for Tyler Systems, Automate Superior Court calendars, Sheriff Site Updates.
- Ongoing from Cyber Incident.
- Working with Micropact to get the court docket searches online. FivePoint Processes between courts and law enforcement. CIS 20 report from Cyber Incident due this month.
- Tyler Energov
- SSRS reports for Code Enforcement, Tax Commissioners and Building Department, HR/Payroll, Ongoing issues with ESS and permissions.
- Munis Financial
- Daily system administration tasks.
- EAM asset maintenance Implementation.
- Working with Tyler to setup system for EAM (permissions, work-flow, etc...).

TRANSIT

KEY ACCOMPLISHMENTS/STATISTICS:

- 2 part-time drivers have been hired for Full-time.
- Drivers meeting held March 16, 2020.

Current Period

- Total Passengers: 14,461.
- Total Miles: 125,770.

WORKS IN PROGRESS:

- Letter to submit to ATL to procure Henry County Transit Master Plan update.
- FTA Triennial Review postponed due to COVID 19.
- FTA 5307 Grant ready to be submitted.



TRANSPORTATION PLANNING

KEY ACCOMPLISHMENTS/STATISTICS:

The Henry County Department of Transportation Planning was created just four months ago in December 2019, and a new director was hired. In January-March 2020, this newly-created Department submitted an ambitious transportation planning agenda for consideration to the county management and the Board of Commissioners (BOC). This agenda included updating the Henry County Comprehensive Transportation Plan, developing a Henry County Transit Plan, and preparing a Henry County Trails Plan. The Department also researched and came up with a Sidewalk Safety Plan and presented it to BOC for implementation. It prepared three Requests for Proposals (RFPs) detailing scope of services to hire consultants to undertake the three above-mentioned planning projects and coordinated with the Atlanta Regional Commission (ARC), Atlanta-Region Transit Link Authority (ATL), and Henry County Transit to secure funding for them. The Department met with the commissioners to establish a citizen-led Transportation Advisory Board. The Department Director reached out to the transportation officials as well as the city and county managers of Henry County, Stockbridge, McDonough, Locust Grove, and Hampton and held the first transportation status update meeting exchanging information on current and upcoming transportation plans and projects among each other. The Department assisted Henry County Transit to update its federally-required Title VI Plan by the federally-mandated deadline. The Director represented Henry County at ARC, I-75 Central Corridor Coalition, and Georgia DOT. At the request of a local teacher, the Director spoke before a group of middle school students at Excel Academy on transportation planning. The Department regularly participated in reviews of various development proposals, rezoning and variance requests, and requests for comprehensive plan amendments for their transportation impacts. Finally, at the request of the County Manager, the Department authored a T-SPLOST White Paper for a potential T-SPLOST referendum.

WORKS IN PROGRESS:

In the Department's FY 2021 budget request, funding has been requested to update the County's transportation plan and develop a trails plan. When the next fiscal year's budget is adopted and the requested funding is approved, the Department will proceed with the RFP process to hire consultants and undertake the planning projects. The Department is also working with the commissioners on establishing a Transportation Advisory Board.

NOTES
