

# FORSYTH COUNTY

## BOARD OF COMMISSIONERS

**BRIEFING  
DRAFT**

MEETING DATE: June 26, 2017

AGENDA ITEM NUMBER: 14

### SUBJECT:

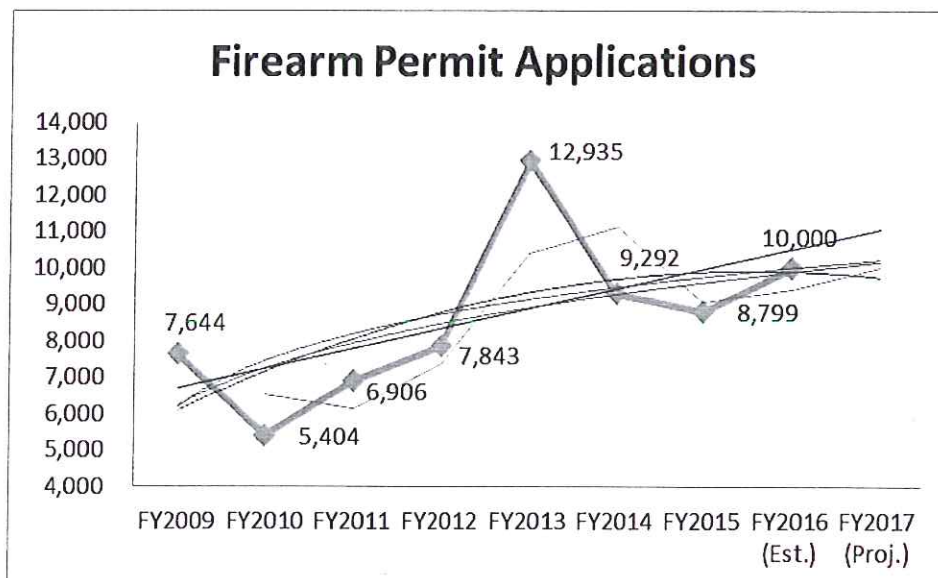
**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH EXPRESS SERVICES, INC. TO PROVIDE TEMPORARY STAFFING SERVICES TO ASSIST THE SHERIFF'S OFFICE WITH PROCESSING FIREARM APPLICATIONS AND COMPLETING FINGERPRINTING AND BACKGROUND CHECK REQUIREMENTS (FORSYTH COUNTY SHERIFF'S OFFICE)**

### COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:

### SUMMARY OF INFORMATION:

During the last several years, the Forsyth County Sheriff's Office has been experiencing an increasingly difficult challenge timely processing various permit and fingerprinting requirements. Several causes for this situation, which are not unique to Forsyth County, are listed below:

1. Changes in State Law regarding gun permit review time – On October 1, 2013, significant changes to Article 52A (Sale of Weapons in Counties) and G.S. 14-404 became effective, which has increased the workload and responsibilities of Sheriff's Offices. The length of time to complete required background checks was reduced from 30 days to 14 days for pistol purchase permits and concealed carry permits.
2. There has been an increase in firearm permit applications – Applications have increased dramatically since FY2010 (see chart below).



3. Changes in State Law regarding fingerprinting/background checks for emergency services and medical professionals - Required fingerprinting has increased due to statutory requirements that Emergency Services Personnel, which includes Fire/EMS personnel as well as medical professionals, must be fingerprinted for employment. General fingerprinting "cases" numbered just 1,439 in FY2015, increased to 3,350 for FY2016, a 132.8% increase in workload in just one year.

As a result of these increased responsibilities, by March 2017, the Sheriff's Office became five (5) months behind in processing Carry Concealed Weapon Permits, resulting in 1,170 residents who are calendared and awaiting their appointment date. In addition, the Sheriff's Office became four (4) months behind in Pistol Purchase Permits, resulting in 847 residents who are calendared and awaiting their appointment date, and two (2) months behind on Fingerprinting, resulting in 92 residents who were calendared and awaiting their appointment date.

The Sheriff's Office has enhanced staffing (both temporary and permanent) to reduce the wait times and backlog in the Permits Unit. Since November 2015, the Sheriff's Office contracted with Express Services, Inc., to provide one part-time temporary position. The hours were increased to full-time during 2016 and by April 2017, two (2) full-time temporary positions were required as a result of increasing workload and increasing wait times. Using temporary staffing is highly advisable given that the State Legislature is considering making additional changes to gun purchase and concealed carry laws. Also, hiring temporary positions instead of deputies or full-time permanent positions is significantly less expensive.

The Forsyth County Sheriff's Office recommends continuing the services of the current vendor, Express Services, Inc., as the current employees provided by this vendor are trained and working effectively and efficiently in the Permits Unit.

The resolution authorizes execution of a contract in the amount of \$62,400 with Express Services, Inc. for temporary staffing services.

Funds are currently appropriated in the Fiscal Year 2017-2018 Sheriff's Office budget to cover the cost of this service contract.

ATTACHMENTS:       YES       NO

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

COUNTY MANAGER

**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH EXPRESS SERVICES, INC. TO PROVIDE TEMPORARY STAFFING SERVICES TO ASSIST THE SHERIFF'S OFFICE WITH PROCESSING FIREARM APPLICATIONS AND COMPLETING FINGERPRINTING AND BACKGROUND CHECK REQUIREMENTS (FORSYTH COUNTY SHERIFF'S OFFICE)**

**WHEREAS**, Express Services, Inc. has been providing satisfactory temporary personnel to the Sheriff's Office Permits Unit since November 2015; and

**WHEREAS**, it is the recommendation of the County Manager and the Sheriff that a contract for temporary staffing services be authorized with Express Services, Inc. in the amount of \$62,400.00; and

**WHEREAS**, the County Chief Financial Officer has determined that sufficient funds are available to cover the cost of this contract;

**NOW, THEREFORE, BE IT FURTHER RESOLVED** by the Forsyth County Board of Commissioners that the County Manager and Clerk to the Board are hereby authorized to execute, on behalf of Forsyth County, a contract with Express Services, Inc. for temporary staffing services for the Forsyth County Sheriff's Office in the amount of \$62,400.00, subject to a pre-audit certificate thereon by the County Chief Financial Officer, where applicable, and approval as to form and legality by the County Attorney.

Adopted this 26<sup>th</sup> day of June 2017.