

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA – THURSDAY, APRIL 7, 2022
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534
4:00 PM**

NEW BUSINESS

1. Presentation of Application for Parade and Assembly - *2022 4-H Rabies Clinic* - Planning & Development Director Sharon Farrell / Extension Coordinator Clark MacAllister
2. Presentation of 2022 Charity Boot Drives- Emergency Services Director Danny Thompson
3. Presentation of Office 365 E-Mail- IT Director Herman Thompson
4. County Manager Report
5. County Attorney Report

****A Voting Session meeting will immediately follow the Work Session meeting.***

Those with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting, should contact the ADA Coordinator at 706-344-3666, extension 44514. The county will make reasonable accommodations for those persons.



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Planning & Development

Work Session: 04/07/2022

Prepared By: Harmony Gee

Voting Session: 04/21/2022

Presenter: Sharon Farrell/Clark MacAllister _____

Public Hearing: Yes No x

Agenda Item Title: Presentation of Annual 4-H Rabies Clinic

Background Information:

The annual 4-H rabies clinic will be held in the same location (courthouse parking lot) as it has been held in years past. There have been no issues or concerns in the past.

Current Information:

The event will be held on May 7th from 8:30 a.m. to 1 p.m. Clark and staff expect approximately 300 animals to pass through the clinic this year while maintaining the same flow of traffic as in years past.

Budget Information: Applicable: _____ Not Applicable: x Budgeted: Yes _____ No x

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: _____

Department Head Authorization: _____

Date: _____

Finance Dept. Authorization: Vickie Neikirk

Date: 3/25/22

County Manager Authorization: David Headley

Date: 3-25-2022

County Attorney Authorization: _____

Date: _____

Comments/Attachments:



**Dawson County
Planning & Development**
25 Justice Way, Suite 2322
Dawsonville, GA 30534
(706) 344-3500

**Permit for
Parades, Public Assemblies,
Demonstrations, and Rallies
In Public Places**

Date Received: _____

Applicant answers all questions on pages 1-4; attach separate sheet(s) if necessary.

Application must be received a minimum of 30 days prior to event and must be complete and legible.

PARADE RALLY PUBLIC DEMONSTRATION PUBLIC ASSEMBLY ROAD CLOSING OTHER

- Name of Event: 4-H Rabies Clinic
- Location of Event: Dawson County Courthouse Parking Lot TMP # _____
- Date(s) of Event: 5/7/2022
Time of Event: Start: 8:30 a.m./p.m. End: 1:00 a.m./p.m.
- Provide information listed below for the **main contact person** responsible for the organization of this event:

Name: <u>Clark MacAllister</u>	Title: <u>County Extension Coordinator</u>
Organization: <u>Extension Office</u>	Telephone #: <u>706-265-2442</u>
Email Address: <u>clarkmac@uga.edu</u>	Cell Phone #: <u>706-429-7673</u>
Address: <u>298 Academy Ave.</u>	City: <u>Dawsonville</u> State: <u>GA</u> Zip Code: <u>30534</u>

- Provide information listed below for any **key personnel involved in coordinating this event**. Also, provide information listed below on each officer of the club, organization, corporation or partnership requesting this event. Attach a separate sheet if necessary.

Name: <u>Samantha Graves</u>	Title: <u>4-H Program Assistant</u>
Organization: <u>Extension Office</u>	Telephone #: <u>706-265-2442</u>
Address: <u>298 Academy Ave.</u>	City: <u>Dawsonville</u> State: <u>GA</u> Zip Code: <u>30534</u>

Name:	Title:
Organization:	Telephone #:
Address:	City: State: Zip Code:

Name:	Title:
Organization:	Telephone #:
Address:	City: State: Zip Code:

Name:	Title:
Organization:	Telephone #:
Address:	City: State: Zip Code:

6. Expected number of participants: 300
7. Physical description of materials to be distributed: Rabies vaccines
8. How do participants expect to interact with public? Registration, taking money, administering shots
9. Route of event: (attach a detailed map of the route) _____

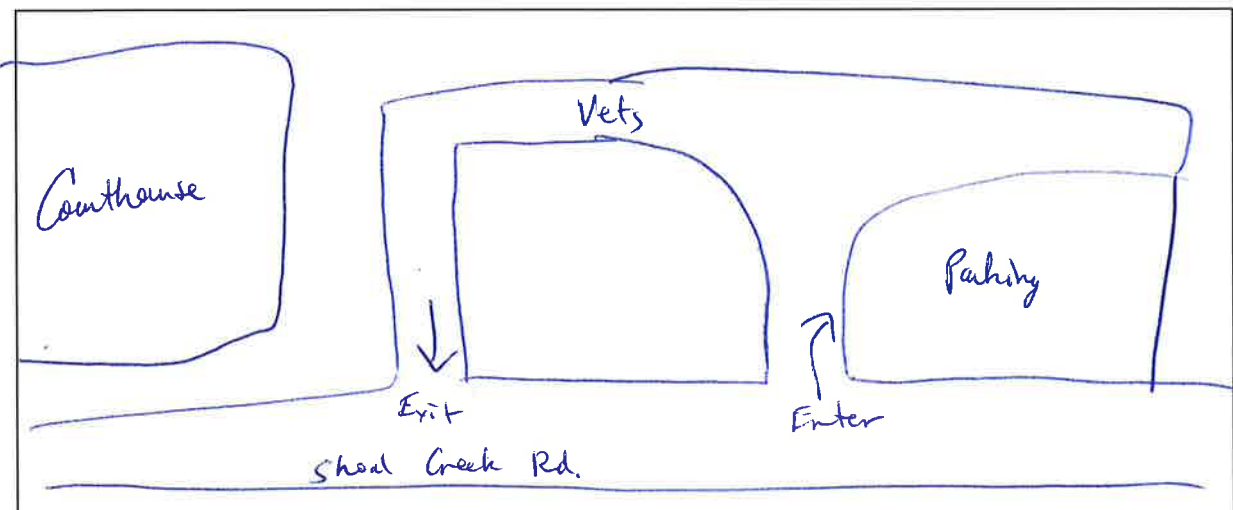
- 9.a. Number and type of units in parade: _____
- 9.b. Size of the parade: _____
10. Will any part of this Event take place **within** the City Limits of Dawsonville? _____
 If YES, do you have a permit for the event from the City? _____ Date Issued: _____ * Attach Copy
11. Do you anticipate any unusual problems concerning either police protection or traffic congestion as a consequence of the event? _____ Yes _____ No If YES, please explain in detail: _____

12. List all prior parades or public assemblies, demonstrations or rallies in a public place within Dawson County for which you obtained a permit: (Also include dates – attach separate sheet, if necessary). Permits requested annually for this event

Details: Please outline what your event will involve: (number of people / life safety issues / vendors / cooking / tents / rides / handicap parking / egress) – *attach separate sheet if necessary.*

Cars will pull in the lower parking lot of the Courthouse. Attendees will park and register, then get in a line to see the vets. Vets will administer shots, then cars will exit from the upper parking lot.

Route or Lay Out: (attach a detailed site plan)



What participation, if any, do you expect from **Dawson County Emergency Services**? None

What participation, if any, do you expect from the **Dawson County Sheriff Department**? None

Insurance Requirements:

In compliance with Ordinance Section VII (C), an applicant for a permit shall obtain liability insurance from an insurer licensed in the State of Georgia for the parade, public assembly, demonstration or rally in a public place, if one or more of the following criteria exists:

- 1. The use, participation, exhibition, or showing of live animals;
- 2. The use, participation, exhibition, or showing of automobiles of any size or description, motorcycles, tractors, bicycles, or similar conveyances;
- 3. The use of a stage, platform, bleachers, or grandstands that will be erected for the event;
- 4. The use of inflatable apparatus used for jumping, bouncing, or similar activities;
- 5. The use of roller coasters, bungee jumping, or similar activities; or
- 6. Vendors or concessions.

Does your parade, non-spontaneous private assembly, demonstration, or rally in a public place meet any of the criteria above? Yes No If yes, which one(s)? live animals

Any applicant required to provide insurance shall provide Dawson County with a copy of the Certificate of Insurance from an insurer authorized and **licensed by the State of Georgia**. Dawson County shall be added as an additional named insured for the event on the Certificate of Insurance by the carrier. The minimum policy limits shall be **\$1,000,000.00 per incident** and **\$2,000,000.00 aggregate** for the entire event. All costs for insurance and naming Dawson County as an additional named insured shall be borne solely by the applicant. Such insurance shall protect Dawson County from any and all claims for damages to property and/or bodily injury or death.

Is the Certificate of Liability Insurance attached? Yes No Not applicable to this event

Additional information/comments about liability insurance: _____

Additional information/comments about this application: _____

**APPLICANT'S SIGNATURE FOR THE PERMIT APPLICATION; RELEASE & WAIVER OF LIABILITY;
AND AGREEMENT FOR FINANCIAL RESPONSIBILITY.**

APPLICATION:

OATH: I hereby swear and affirm that the information provided with this application for parade, public assembly, demonstration, or rally is true and correct to the best of my knowledge. In addition, I agree to abide by all regulations of the ordinance and to advise all participants of the conditions of the permit.

RELEASE & WAIVER OF LIABILITY:

The permit holder shall indemnify and hold Dawson County harmless from any claim, demand, or cause of action that may arise from activities associated with the event. I acknowledge that I understand this Release, and I hereby agree for myself and on behalf of the Applicant to indemnify and hold harmless Dawson County, Georgia and its agents, officers, and employees, individually and jointly, from and against any claim for injury (including, but not limited to, personal injury and property damage), loss, inconvenience, or damage suffered or sustained by any individual, including but not limited to, business owners, patrons, participants of the parade, public assembly, demonstration, or rally, and spectators participating in and/or occurring during the event, unless the claim for injury is caused by intentional misconduct of an individual, agent, officer, or employee of Dawson County.

AGREEMENT FOR FINANCIAL RESPONSIBILITY:

The undersigned agrees to be solely responsible for cleaning affected areas littered during the activity, providing sufficient parking and storage areas for motor vehicles, providing temporary toilet facilities, and providing other similar special and extraordinary items deemed necessary for the permitted activity by Dawson County to keep the area of the event safe and sanitary. However, Dawson County shall not require individuals, organizations, or groups of persons to provide personnel for normal governmental functions such as traffic control, police protection, or other activities or expenses associated with the maintenance of public order. If additional requirements are placed upon an applicant and if such requirements are not met, then Dawson County may revoke the issued permit and/or deny any subsequent permit requested by the applicant. Dawson County shall be entitled to recover from the applicant any sum expended by Dawson County for extraordinary expenses not provided by the applicant. The additional expense may include, but not be limited to, Dawson County utilizing off-duty personnel or providing equipment or resources from other areas of the county to supplement equipment or resources already present.

Sworn to and subscribed before me
this 21st day of March 2022.

Clark MacAllister
Applicant's Printed Name

[Signature]
Applicant's Signature

Marjean Miller
Notary Public, State of Georgia

My Commission Expires: November 18, 2025

Marjean Miller
Notary Public
State of Georgia
Dawson County

Note to Applicant: Once your permit is processed, Planning & Development will notify you of the meeting dates for the Board of Commissioner's work session and voting session. You are required to attend both meetings.



Dawson County
Planning & Development
25 Justice Way, Suite 2322
(706) 344-3500

Permit for
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In Public Places
(EMERGENCY SERVICES)

EMERGENCY SERVICES: Please complete this sheet and return it to Dawson County Planning and Development. (Please attach additional sheet, if necessary.)

Name of Event: 4-H Rabies Clinic Date(s) of Event: 5/7/22

Any anticipated problems with proposed route? NO

Any anticipated problems with the designated location for participants to assemble? NO

How many personnel will be required for this event? NO

Estimated cost for personnel: _____

Number and type of vehicles required: NO

Type of procedures or equipment needed for the health and safety needs of the participants and the viewing public: N/A

Estimated cost for equipment: 0

Additional comments/concerns: None

Emergency Services: APPROVED: YES NO (Please also sign off on page 8 of application.)

By: JCBairley Date: 3/21/22



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In Public Places**
(SHERIFF DEPARTMENT)

SHERIFF DEPARTMENT: Please complete this sheet and return it to Dawson County Planning and Development. (Please attach additional sheet, if necessary.)

Name of Event: Y-H Rabies Clinic Date(s) of Event: 5/7/22

Any anticipated problems with proposed route? _____

Any anticipated problems with the designated location for participants to assemble? _____

How many officers will be required for this event? _____

Estimated cost for officers: _____

Number of vehicles required: _____

Type of procedures and equipment needed for the health and safety needs of the participants and the viewing public: _____

Estimated cost for equipment: _____

Additional comments/concerns/recommendations: _____

Sheriff Department: APPROVED: YES NO (Please also sign off on page 8 of application.)

By: _____ Date: _____



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**Permit for
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*(Marshal / Public Works / Environmental
Health / Parks & Recreation)*

**PLEASE PROVIDE COMMENTS AND APPROVALS BELOW (Attach additional sheet if necessary)
(Please also sign off on page 8 of the application.)**

MARSHAL: _____

APPROVED: YES NO **By:** _____ **Date:** _____

PUBLIC WORKS: _____

APPROVED: YES NO **By:** _____ **Date:** _____

ENVIRONMENTAL HEALTH: _____

APPROVED: YES NO **By:** _____ **Date:** _____

PARKS & RECREATION: _____

APPROVED: YES NO **By:** _____ **Date:** _____



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**Permit for
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In Public Places**
(APPROVALS)

Office Use Only:

If applicable to the event, the following departments have reviewed and approved this event:

Department	Printed Name	Signature for Approval	Date
Sheriff Dept.	Jeff Johnson	<i>[Signature]</i>	3/21/2022
Emergency Services	Jeff Bailey	<i>[Signature]</i>	3/21/2022
Marshal's Office			
Public Works Dept.			
Environmental Health			
Parks and Recreation			
State Park Office			
Georgia Dept. of Transportation			

Dawson County Board of Commissioners:

Work Session Date: _____

Voting Session Date: _____

Approved:

Attest:

Billy Thurmond, Chairman
Dawson County Board of Commissioners

Kristen Cloud, County Clerk

cc: (as applicable)

Applicant
County Attorney
Sheriff Dept.
Emergency Services

Marshal Dept.
Environmental Health
Public Works
Parks and Recreation

GA DOT (Brent Cook)
GA State Parks

PERMIT # _____

DATE ISSUED: _____

STATE OF GEORGIA
DEPARTMENT OF ADMINISTRATIVE SERVICES
CERTIFICATE OF INSURANCE

Name and Address of Agency Department of Administrative Services Risk Management Services 200 Piedmont Avenue SE Suite 1220 West Tower Atlanta, Georgia 30334-9010	Coverages Afforded By:		
	Company Letter	A	State of Ga. Risk Management Services
	Company Letter	B	Great American Insurance Company
	Company Letter	C	
	Company Letter	D	
Name and Address of Insured BOR-University Of Georgia 286 Oconee Street, Hodgson Oil Building, Suite 200S, Athens, GA 30602	Company Letter	E	

This certificate is given as a matter of information only and confers no rights upon the certificate holder. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policy(ies) described herein is subject to all the terms, exclusions and conditions of such policy(ies). This certificate does not amend, extend or otherwise alter the coverages afforded by the policy(ies) described herein.

COMPANY LETTER	TYPES OF INSURANCE	POLICY NUMBER	POLICY EXPIRES	LIMITS APPLY SEPARATELY PER POLICY
A	COV. LIABILITY (GL, MEDICAL MALPRACTICE) A TORT CLAIMS LIABILITY POLICY. State agency or Authority is insured When sued in state courts.	TCP 401-14-22	6/30/2022	BODILY INJURY & PROPERTY DAMAGE & PERSONAL INJURY COMBINED
A	B EMPLOYEE LIABILITY POLICY. Employee is insured when sued Individually. C STATE AUTHORITY POLICY. Coverage applies when Authority. is sued in federal court	CGL 401-14-22	6/30/2022	PER PERSON \$1,000,000 AGGREGATE \$3,000,000 OCCURRENCE POLICIES (X)
A	Contractual and/or Additional Insured Coverage applies to Certificate Holder if policy A B C is checked			
	D COV. AUTOMOBILE LIABILITY COVERAGE Owned, rented, and non-owned automobiles when Agency or Authority is sued in state court or employee is sued in federal court	TCP 401-14-22	6/30/2022	C.S.L PER PERSON \$1,000,000 AGGREGATE \$3,000,000
	E Physical Damage Coverage			Other than Coll. 500 Ded. Coll. 500 Ded.
	F Excess Authority Coverage when Authority is sued in federal court G Excess Contractual and /or additional insured coverage when certificate holder is sued in federal or state court yes no			LIMITS SHOWN INCLUDE THE LIMITS OF LIABILITY SHOWN UNDER COVERAGES C-D FOR AUTHORITIES ONLY SINGLE LIMIT LIABILITY:
A	H WORKER'S COMP. COVERAGE	SELF-INSURED	NONE	STATUTE
B	COV. MISC. COVERAGE I Property J Other Fidelity Bond	GVT 554-39-95-20	6/30/2022	\$50,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES

Contractual Liability is NOT provided and the Certificate Holder is NOT an additional insured. Coverage applies to state employees while performing state assigned duties.

CANCELLATION:

In the event of cancellation of the policy(ies) described herein, Risk Management Services will endeavor to provide 30 days written notice to the certificate holder, however Risk Management Services assumes no legal responsibility for failure to do so.

NAME AND ADDRESS OF CERTIFICATE HOLDER	DATE ISSUED: <u>05/20/2021</u>
TO WHOM IT MAY CONCERN	 AUTHORIZED REPRESENTATIVE



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: **Emergency Services**

Work Session: **04.07.22**

Prepared By: **Danny Thompson**

Voting Session: **04.21.22**

Presenter: **Danny Thompson**

Public Hearing: Yes _____ No **X**

Agenda Item Title: **Request to consider Charity Boot Drives for 2022**

Background Information:

Dawson County Emergency Services requests Commission approval to partner with the Georgia Firefighters Burn Foundation and KARE for Kids. We also request that our September boot drive be dedicated to support our volunteers.S

Current Information:

We request the following dates for boot drives to be held at various locations throughout Dawson County:

1. Burn Foundation: May 26, 27 and 28 from 9-11 am and 4-6 pm
2. Dawson Volunteer Firefighters: September 1, 2 and 3 from 9-11 am and 4-6 pm
3. KARE for Kids: November 25 and 26 from 9-11 am and 3-5 pm

Budget Information: Applicable: _____ Not Applicable: X_____ Budgeted: Yes _____ No _____

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Approve agenda item

Department Head Authorization: FDI

Date: 3.11.22

Finance Dept. Authorization: Vickie Neikirk

Date: 3/21/22

County Manager Authorization: David Headley

Date: 3-21-2022

County Attorney Authorization: _____

Date: _____

Comments/Attachments:



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: IT

Work Session: 04.07.2022

Prepared By: Herman Thompson

Voting Session: 04.07.2022

Presenter: Herman Thompson

Public Hearing: Yes No

Agenda Item Title: Presentation of Office 365 E-mail

Background Information:

Dawson County runs our e-mail server in-house using Microsoft Exchange 2016. This server has been having issues and they are increasing as time goes by.

Current Information:

The world is moving to a better and more secure cloud-based solution. With this proposal Dawson County would move to Microsoft's Office 365 for e-mail. With this solution we no longer have an onsite server; it is based in Microsoft's cloud. Microsoft handles the security of the server automatically. As part of this move the county would move to our new domain – dawsoncountyga.gov.

\$44,750 annual cost

Budget Information: Applicable: Not Applicable: Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion:

Department Head Authorization: _____

Date: _____

Finance Dept. Authorization: Vickie Neikirk

Date: 3/21/22

County Manager Authorization: David Headley

Date: 03-21-2022

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Because of the amount of time required to make this huge move we need to go ahead and get started. I would ask that a vote be moved to the voting session please.

VN-If approved, funding would come from GF Fund Balance.



CDW Government, LLC
Microsoft Enterprise 6.6 Agreement Pricing

Date 3/7/22
Account Manager Adam Bruno

**Enterprise Quote
for**

VSL Specialist Brent Cameron
Channel Price Sheet Month March

DAWSON COUNTY

Unless otherwise noted, All Quotes expire upon current month's end

EA Quote
Customer to make three annual payments to CDW-G

Microsoft Part #	Description	Level	Quantity	Year 1		Year 2		Year 3	
				Price	Extended	Price	Extended	Price	Extended
U4S-00002	O365GCCE1 ShrdSvr ALNG SubsVL MVL PerUsr	D	500	\$89.50	\$ 44,750.00	\$ 89.50	\$ 44,750.00	\$ 89.50	\$ 44,750.00

Year 1 Total \$ 44,750.00 Year 2 Total \$ 44,750.00 Year 3 Total \$ 44,750.00

Three Year Total \$ 134,250.00

Notes

No Tax Referenced
GASOFTMSFTE: State of Georgia Software Microsoft Enterprise

Terms & Conditions

Terms and Conditions of sales and services projects are governed by the terms at:

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

E-mail System Upgrade



DAWSON COUNTY INFORMATION TECHNOLOGY DEPARTMENT 

APRIL 2022



Summary

This is a proposal to upgrade our existing aging and ailing e-mail system from one hosted locally to one hosted in the cloud by Microsoft called Office 365 / Microsoft 365.

This is the first step in a larger umbrella solution that will improve over time to include cloud storage, integrated collaboration tools and more.





What we currently use

- **Microsoft Exchange Server 2016**
- Hosted on premises
- Handles all incoming and outgoing mail for all county addresses
- **500** e-mail addresses currently in use
- E-mail comprises approximately **65%** of how we communicate both internally and externally



Why change?

- Mainstream Support for Exchange 2016 ended on **October 13, 2020**
- Final end of life is October 14, 2025
- Microsoft patches security holes in the server software slowly (cyber security issue)
- We have been having multiple issues which has resulted in extended down-time for users and frequent late nights and weekends for IT staff just to keep it running
- Office 365 is the way all government entities are moving





New Proposed System

- **Microsoft Office 365 GCC E1**
- Completely Cloud-based
- Security and Reliability...backed directly by Microsoft
- Freedom from e-mail Hardware, Backups and Storage issues
- Smooth, Seamless & Automatic Software Updates
- Everything We Need for Improved Office Productivity and Collaboration Under One Umbrella (expanding in 2024)





What does Office 365 GCC E1 include?

- Includes a 50GB mailbox for each user
- Microsoft SPAM control at the server level
- Microsoft Defender for e-mail virus protection at the server level
- Includes Microsoft Teams (collaboration tools) 
- Includes Microsoft One Drive (1TB cloud storage per user) 



How much does Office 365 E1 cost?

- We have qualified to receive government pricing and plan from Microsoft



GCC **E1** is \$89.50 per user / per year

Total: \$44,750 total per year

Note: Amount will be the same in the upcoming 2023 budget.



Planning Ahead - Moving on Up

- In **2024** when we start our next round of workstation upgrades we will move to **GCC E3**
- Includes full desktop versions of Word, Excel, PowerPoint & Outlook that are always up-to-date
- 100GB Mailbox per user
- Includes Microsoft Teams (collaboration tools) 
- Includes Microsoft One Drive (unlimited cloud storage per user) 
- Microsoft Message Encryption

GCC **E3** is \$246.00 per user / per year **Total: \$123,000 total per year**



New Domain Name

- As part of this e-mail system upgrade we will be moving e-mail addresses from @dawsoncounty.org to @dawsoncountyga.gov
- @dawsoncounty.org e-mail addresses will continue to work and will forward incoming mail automatically to the new .gov address
- @dawsoncounty.gov was not available
- When government organizations use a .gov domain name to serve the public on the internet, they make it easy to know that their services are official. Anyone can get a .org domain name
- There is no charge for the .gov domain name



In Closing

It had been part of my multi-year plan to include this upgrade in my 2023 budget proposal.

We have been trying to keep Exchange 2016 going. But with all of the issues we have run in to that have unfortunately led to county staff downtime – we can no longer wait.

We are ready to implement as soon as we have approval.





Dawson County
IT Services

Questions?