

## Closed Session – Town of Stokesdale

November 29, 2017 – 4:47p.m.

Council in Attendance: Randy Braswell, Bill Jones, Vicki White-Lawrence, Frank Bruno, Tim Jones

Mayor Braswell started by reading the justification to enter closed session: § 143-318.11. Closed sessions. (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.

Randy Braswell stated, "While on topic for whoever is typing the closed minutes, the purpose was not stated in the general public room on November 15, 2017, but it was stated in closed session, so it should be noted for the record." Randy Braswell commented that he should not have used the word emergency in describing the situation. Mr. Braswell stated it was about responding in "a reasonable amount of time," and was asking hypothetically has the Town had a breach in security. Mayor Braswell restated the situation in that the Town Administrator/Town Clerk came into the office on a Monday morning, and things did not appear in their normal way. The key was in the filing cabinet, a routinely secured door was unlocked, and the computer was "active" on the screen, so she reported her findings to all of Council. Mayor Braswell stated that he had wanted to give Tim Jones time to submit his affidavit and review any materials. It was confirmed that all Council and staff members submitted a statement.

Discussion took place that Randy Braswell had not given his key or code to anyone. Bill Jones, Frank Bruno, and Tim Jones stated the same information, that they had never given their key out or code out to anyone. Vicki White-Lawrence stated she had shared her code one time with Pam Mick on the Christmas Parade Committee, as she was in Greensboro at a commissioner's meeting when the alarm was activated. Bill Jones said he responded to that same alarm incident, and a routine meeting took place. It was confirmed by Ms. Hemric that she had never given her code or key out to anyone and that Ms. Houk, deputy clerk, had not given her key or code out to anyone. Mayor Braswell said he had come up with a good project for future Council, in that new Council members could call the security company and obtain their own code. He stated that way one person would not be the "keeper" of codes and passwords. Bill Jones conveyed that the report from the security company showed that the last person to log out was Tim Jones at 10:23p.m. on 11.09.17. Alisa Houk entered Town Hall on Friday morning, 11.10.17, at 10:23a.m. and logging out at 10:58 a.m. {She had notified Ms. Hemric of her need to return to work for a few minutes, even though the building was closed for Veteran's Day}. The report showed Tim Jones entered the building at 11:37a.m. on 11.10.17 and exited at 11:52a.m. and Bill Jones entered at 1:09p.m. and exiting at 1:11p.m. on 11.10.17. General discussion took place that the IT representative noted in his report that no data was identified as a breach when assessing the computer system. Discussion of when the computers are backed up at night or other times of the day took place, and that more information was needed on "refreshing" dates on the computer system.

A Motion was made by Randy Braswell stating that after investigating, it is determined that no breach in security or criminal misconduct took place. Bill Jones seconded the motion. Bill Jones commented that it was not a breach of security, but perhaps a break in policy as far as possibly entering what is considered a restricted area, so he was comfortable making a second to the motion. Randy Braswell stated he was

originally "excited" about the situation, but had settled down about it at this time. The Motion was amended to state: Council has concluded there was not a security breach and no criminal misconduct occurred between 11.9.17 and 11.13.17. Discussion took place on how to make the motion without prematurely releasing closed session information prior to review from the Town's Attorney. Ms. Hemric read aloud the NCGS regarding closed sessions and noted that no one had alleged criminal misconduct, but rather, staff reported their findings. Vote = All ayes.

Randy Braswell	Aye x	Nay	Absent
Vicki White-Lawrence	Aye x	Nay	Absent
Bill Jones	Aye x	Nay	Absent
Frank Bruno	Aye x	Nay	Absent
Tim Jones	Aye x	Nay	Absent

It was noted by Council that the staff work hard at keeping the building secure and safe.

Close Session ended at 5:35p.m. and Councilmembers went back into Chambers to Open Session.

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Mayor

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Town Administrator/Town Clerk