

EXECUTIVE COMMITTEE MEETING

August 10, 2020 • 11:00 AM

MINUTES

Executive Committee Present:

Trent Burroughs Jan Dawson* Walt Eccard* Mike Forte* Lamont Grate*
Charlie Rivenbark

Executive Committee Absent:

Teresa Batts George Brown Julia Olson-Boseman

Other General Membership Delegates Present:

John Gunter* Elton Newkirk* Jean Toner*

CFCOG Staff Present:

Ginger Brick* Patrick Flanagan Jane Jones* Wes MacLeod* April Radford
Allen Serkin Dawn Tucker* Maegan Zielinski*

Guest Present:

Charlotte Noel Fox, Atty

This meeting was a remote meeting held during a declared emergency pursuant to N.C.G.S. §166A-19.24. Members and others who participated by simultaneous communication are indicated with an asterisk ().*

1. Call to Order:

Mr. Burroughs, called the meeting to order & welcomed everyone at 11:03AM.

Mr. Serkin did roll call and confirmed quorum. *Present: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, and Mr. Rivenbark. Absent: Ms. Batts, Mr. Brown, Mr. Grate, and Ms. Olson-Boseman.*

2. Invocation & Pledge:

Mr. Rivenbark gave the invocation and led the Pledge of Allegiance.

3. Approval of Agenda:

There was no discussion. Motion by Mr. Rivenbark, second by Mr. Eccard, to approve the agenda carried unanimously by roll call vote. *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, Mr. Grate, and Ms. Olson-Boseman.*

4. Approval of Minutes:

There was no discussion. Motion by Mr. Rivenbark, second by Ms. Dawson, to approve May 11, 2020 amended minutes, June 5, 2020 minutes, June 8 minutes, and July 7, 2020 minutes carried unanimously by roll call vote. *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, Mr. Grate, and Ms. Olson-Boseman.*

Mr. Grate joined meeting at 11:12AM

5. Finance Reports:

Ms. Tucker presented the unedited budget report through June 30, 2020. There was no discussion. Ms. Tucker presented the budget amendment and addressed questions from the Executive Committee. Ms. Jones addressed questions about the CARES funds. Motion by Mr. Grate, second by Mr. Eccard, to approve budget report and budget amendment carried unanimously by roll call vote. *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, and Ms. Olson-Boseman.*

6. Legal service contract:

Mr. Burroughs introduced Ms. Fox from Craige and Foxx PLLC. Mr. Serkin presented the review of the Executive Committee officers' interview of attorneys to represent the CFCOG. Mr. Serkin presented the legal contract for approval to the Executive Committee. Mr. Burroughs explained why the Executive Committee officers unanimously selected Ms. Fox to represent the interest of the CFCOG. Motion by Mr. Rivenbark, second by Ms. Dawson, to approve the legal services contract with Craige and Fox PLLC as presented carried unanimously by roll call. *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, and Ms. Olson-Boseman.*

7. Personnel Policy amendment:

Mr. Serkin presented proposed amendment to the CFCOG personnel policy. Mr. Serkin addressed questions from the Executive Committee. The Executive Committee asked Ms. Fox to review proposed personnel policy changes. Motion by Mr. Eccard, second by Mr. Grate, to approve changes contingent upon review and approval by legal counsel carried unanimously by roll call. *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, and Ms. Olson-Boseman.*

8. Position Classification and Pay Plan:

Mr. Serkin presented a position classification and pay plan pursuant to the personnel policy. After discussion a motion by Mr. Rivenbark, second by Mr. Forte, to approve the position classification and pay plan carried unanimously by roll call. *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, and Ms. Olson-Boseman.*

9. Area Agency on Aging 2020-2024 Area Plan:

Ms. Jones presented the Area Agency on Aging Area Plan 2020-2024 for approval. There was no discussion. Motion by Mr. Forte, second by Mr. Rivenbark, to approve Area Plan carried unanimously by roll call: *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, and Ms. Olson-Boseman.*

10. Staff Reports:

Mr. Serkin informed the Executive Committee he was still acting as interim manager for the Town of Lake Waccamaw, however the Town had a candidate in mind.

Ms. Jones presented the Area Agency on Aging report and announced her plans to retire on November 30, 2020 after over 30 years of service. Mr. Rivenbark and Mr. Burroughs thanked Ms. Jones for her years of service to area seniors. There were no questions.

Mr. Serkin presented the Continuum of Care report on behalf of Ms. Zielinski. There were no questions.

Mr. MacLeod presented the Local Government Services report. Mr. MacLeod asked Mr. Flanigan to make an announcement. Mr. Flanigan announced that a 2020 NCDOT MOBI Award was awarded to the Town of Surf City and NCDOT Division 3. There were no questions.

Ms. Brick presented the Workforce Development report, including the need for additional Workforce Development Board appointments. There were no questions.

Ms. Zielinski joined the meeting at 11:57AM

Mr. Serkin thanked Mr. Gunter, Mr. Newkirk, and Ms. Toner for joining the meetings and being active in the CFCOG. Mr. Burroughs seconded Mr. Serkin's comment. Mr. Burroughs welcomed and thanked Ms. Fox for agreeing to represent the legal interest of the CFCOG.

Mr. Eccard asked if the CFCOG will take a stand and urge our Congressional delegation to provide revenue replacement funds to state and local governments. Mr. Serkin suggested a resolution supporting funds for revenue replacement for local governments. Motion by Mr. Eccard, second by Mr. Grate, for the CFCOG to draft a resolution and a letter to the congressional delegation urging support for financial assistance to local governments to be signed by the chairman and distributed among the members to encourage local support



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carried unanimously by roll call. *Ayes: Mr. Burroughs, Ms. Dawson, Mr. Eccard, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Brown, and Ms. Olson-Boseman.*

Mr. Rivenbark suggested the CFCOG host legislative breakfast/luncheon possibly virtually.

Mr. Newkirk informed the Executive Committee the following day would be his 65th birthday and said he was glad to work with the CFCOG.

11. Adjournment:

Mr. Burroughs adjourned the meeting at 12:07PM.

Respectfully submitted,



April D. Radford, Clerk to the Board



George Brown, Vice-Chairman