EXECUTIVE COMMITTEE MEETING

December 13, 2021, • 11:00 AM MINUTES

Executive Committee Present:

Teresa Batts*

George Brown

Walt Eccard*

Mike Forte

Lamont Grate* (12:20) Julia Olson-Boseman*

Brent Watts*

Executive Committee Absent:

Jan Dawson

Charlie Rivenbark

Other General Membership Delegates Present:

Garry Keaton*

Jean Toner*

CFCOG Staff Present:

Ginger Brick*

Judy Herring*

Holly Pilson*

Wes MacLeod

Sam Shore

Allen Serkin

Dawn Tucker

Guest Present:

Robbie Bittner

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, Welcome and Roll Call

Mr. Forte called the meeting to order & welcomed everyone at 11:04 AM.

Mr. Serkin did roll call to confirm quorum. Present: Ms. Batts, Mr. Brown, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.

2. Approval of Agenda

Mr. Forte asked for approval of the agenda. Motion by Mr. Brown, second by Ms. Batts, to approve the agenda carried unanimously by roll call vote. *Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.*

3. Approval of Minutes

Mr. Forte asked if there were any corrections to the minutes. There were no changes. Motion by Mr. Brown, second by Ms. Batts, to approve the October 11, 2021, minutes as presented. The motion carried unanimously by roll call vote. Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.

4. Invocation and Pledge

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

5. Audit Report: Robbie Bittner, PBMares/RSM

Mr. Bittner presented the audit report to Executive Committee. There were no questions from the board. Motion by Mr. Brown seconded by Mr. Eccard, to except the audit report carried unanimously by roll call vote. Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.

6. Finance Report

Ms. Tucker presented the budget report through October 31, 2021. There were no questions. Motion by Mr. Forte, second by Mr. Brown, to approve the budget report carried unanimously by roll call vote. *Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.*

Ms. Tucker presented the budget ordinance amendment #3. There were no questions. Motion by Mr. Eccard, second by Ms. Batts, to approve budget ordinance amendment #3 carried unanimously by roll call vote *Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.*

Ms. Tucker and Mr. Serkin presented the position classification and pay plan. Mr. Serkin addressed questions from the Executive Committee. Motion by Mr. Brown, seconded by Ms. Batts, to approve the position classification and pay plan carried unanimously by roll call vote. Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.

7. 2022 Meeting Schedule

Mr. Serkin presented proposed 2022 Executive Committee meeting schedule. After discussion a motion by Mr. Forte, second by Mr. Grate to approve the following dates & times were proposed for the 2022 Executive Committee meeting schedule:

Monday, February 14, 2022, 11:00AM — Executive Committee meeting (same date as NACo Legislative Conference in Washington, DC, may need to schedule a Special Meeting if quorum is not going to be met)

Thursday, March 31, 2022, 6:30PM – General Membership meeting at 101 Stone Chimney Supply NC

Monday, May 9, 2022, 11:00AM - Executive Committee meeting

Monday, June 13, 2022, 11:00AM – Executive Committee meeting - Public Hearing Budget

Monday, August 8, 2022, 11:00AM – Executive Committee meeting

Monday, October 10, 2022, 11:00AM - Executive Committee meeting

Monday, December 12, 2022, 11:00AM – Executive Committee meeting

Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Grate & Mr. Rivenbark.

8. 2022 Executive Committee Nominating Committee discussion

Mr. Serkin described the structure of the Cape Fear Council of Governments Executive Committee. Mr. Eccard notified the Executive Committee that he will no longer be the COG delegate for Shallotte. Mr. Forte recommended to form a nominating subcommittee to nominate Executive Committee members for the following year, including a replacement Brunswick County municipal representative. The subcommittee is comprised of Mr. Forte, Mr. Rivenbark & Ms. Olson-Boseman. The subcommittee will present their nominations at the February meeting.

9. Staff Report

Mr. Serkin presented the contract summary and administrative report. Mr. Serkin addressed questions from the Executive Committee.

Ms. Pilson presented the Area Agency on Aging report. Ms. Pilson addressed questions from the Executive Committee.

Mr. Herring presented the Continuum of Care report. Ms. Herring addressed questions from the Executive Committee.

Mr. MacLeod presented the Local Government Services report. There were no questions.

Mr. Grate joined the meeting at 12:20 PM.

Mr. Watts left the meeting at 12:20 PM.

Ms. Brick presented the Workforce Development report. Mr. Serkin updated the Executive Committee that the NC Works Commission is studying realignment of the Workforce Board areas. Ms. Brick and Mr. Serkin addressed questions. The Executive Committee requested the CFCOG staff and Mr. Forte to research and prepare a draft resolution in favor of keeping boundaries as they currently are to maintain local control of Workforce Consortium Board to be presented to the entire CFCOG board at the Annual meeting on March 31, 2022.

10. Forum Update

There was no Forum update.

11. Chairman, Member, and Delegate Comments

Mr. Forte thanked the Executive Committee members for their service to the CFCOG region. Mr. Eccard expressed his thanks to the CFCOG staff and board for their hard work to the region and expressed his gratitude for being entrusted to serve as an Executive Committee member.

12. Closed Session

Pursuant to NCGS 143-318.11(a)(6) the Executive Committee went into Closed Session to discuss a personnel matter.

Motion by Ms. Olson-Boseman, seconded by Mr. Grate, to go into closed session to discuss a personnel matter. The motion carried unanimously by roll call vote. *Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Mr. Grate, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Rivenbark & Mr. Watts.*

Motion by Ms. Olson-Boseman, second by Mr. Forte, to leave closed session. The motion carried unanimously by roll call vote. Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Mr. Grate, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Rivenbark & Mr. Watts.

Once returned to open session a motion by Mr. Brown, second by Ms. Batts, to give Mr. Serkin a 2.5% merit increase effective immediately. The motion carried unanimously by roll call vote. *Ayes: Ms. Batts, Mr. Brown, Mr. Eccard, Mr. Forte, Mr. Grate, Ms. Olson-Boseman & Mr. Watts. Nays: None. Absent: Ms. Dawson, Mr. Rivenbark & Mr. Watts.*

13. Adjournment:

Mr. Forte reminded the Executive Committee that the next meeting will be February 14, 2022, at 11:00 AM. Meeting adjourned.

Respectfully submitted,

April D. Radford, Clerk to the Board

Mike Forte, Chairman