

**EXECUTIVE COMMITTEE MEETING**

May 8, 2023, 11:00 AM

**MINUTES**

**Executive Committee Present:**

Teresa Batts*	Brenda Bozeman	Lavern Coleman	Jan Dawson	Mike Forte
Jackie Newton	Charlie Rivenbark	Dane Scalise		

**Executive Committee Absent:**

Lamont Grate

**Other General Membership Delegates Present:**

John Gunter*	Glenn Marshall*	Ryan Merrill*
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**CFCOG Staff Present:**

Sam Boswell	Ginger Brick	Judy Herring*	Wes MacLeod	Holly Pilson
April Radford	Sam Shore	Allen Serkin	Dawn Tucker	

**Guests Present:**

Marty Cooke (alt)*	Jay Healy (alt)*
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*Members and others who participated remotely are indicated with an asterisk (\*).*

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**1. Call to Order, Welcome**

Mr. Forte called the meeting to order and welcomed everyone at 11:00 AM.

**2. Invocation and Pledge**

Ms. Bozeman led the invocation and Pledge of Allegiance.

**3. Approval of Agenda**

Mr. Forte asked if there were any amendments to the agenda. A motion by Mr. Coleman, seconded by Ms. Bozeman, to approve the agenda as presented carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Mr. Grate.*

**4. Approval of Minutes**

Mr. Forte asked if there were any corrections to the minutes. A motion by Mr. Forte, seconded by Ms. Dawson, to approve the March 13, 2023, minutes as presented carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Mr. Grate.*

**5. Appointment of CFCOG Vice-Chair**

Mr. Forte took a moment to reflect and honor the passing of Ms. Hays. Mr. Forte welcomed and thanked Mr. Scalise for accepting the seat on the CFCOG Executive Committee. Mr. Rivenbark agreed with Mr. Forte and welcomed Mr. Scalise. Mr. Scalise thanked everyone.

Motion by Mr. Forte to appoint Ms. Bozeman as Vice-Chair, seconded by Mr. Rivenbark carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Mr. Grate.*

## **6. 2023 Annual Meeting Date**

Ms. Serkin informed the committee that the Brunswick Senior Resource Center has been tentatively booked on February 29, 2024, for the 2023 Annual Meeting and requested the committee approve the date. Motion by Ms. Dawson, seconded by Mr. Rivenbark to approve February 29, 2024, for the 2023 Annual Meeting carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Mr. Grate.*

***Mr. Cooke left meeting at 11:10 AM***

## **7. Finance Reports**

Mr. Serkin presented the auditor's contract and agreement letter for approval. Ms. Tucker and Mr. Serkin answered questions from the Executive Committee. Motion by Ms. Dawson, seconded by Ms. Bozeman to approve auditor's contract and agreement letter carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Mr. Grate.*

Mr. Tucker presented the Budget Report through March 31, 2023. There were no questions. Motion by Mr. Rivenbark, seconded by Mr. Coleman to approve the Budget Report through March 31, 2023, carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Mr. Grate.*

***Mr. Cooke rejoined the meeting at 11:14 AM***

Mr. Serkin presented the FY 23/24 Proposed Budget in the amount of \$13,897,744 for consideration of approval on June 12, 2023. Mr. Serkin and Ms. Tucker answered questions from the Executive Committee. Ms. Newton requested we look into the public notice also be advertised in the Pender Post. Motion by Mr. Rivenbark, seconded by Ms. Newton to approve the June 12, 2023, public hearing carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Mr. Grate.*

## **8. Staff Reports**

Mr. Serkin presented the Executive Director Report including the Contract Summary. Mr. Serkin informed the Executive Committee Ms. Radford has been assisting Pender County as their Interim Clerk. Ms. Newton expressed her appreciation of the help from Ms. Radford and Mr. Serkin for allowing Ms. Radford to assist. Mr. Serkin introduced Mr. Sam Boswell, the new Regional Planner and RPO Director. Mr. Boswell comes from Kerr-Tarr COG in the same position. Mr. Boswell gave a brief history of his experience and expressed his appreciation for joining CFCOG.

Mr. Serkin invited Mr. Scalise to a CFCOG Orientation at his convenience.

Mr. Serkin updated the Executive Committee that the CFCOG offices leases are up for renewal, and he anticipates the lease renewal will be on the next agenda for approval of the Executive Committee.

Mr. Serkin announced the Pay Plan is moving forward and looking forward to receiving the results soon. Mr. Serkin informed the Executive Committee an email was recently sent to the COG Directors about the Southeast Regional Commission about money appropriated to the commission for the infrastructure bill. A notice of about \$4.5 million funding opportunity to North Carolina for grants for infrastructure and non-infrastructure projects. Mr. Serkin addressed questions.

A bipartisan Congressional letter requesting funding for the Southeast Regional Commission in the farm bill has been circulated. Mr. Serkin will share the letter with the Executive Committee.

Mr. Serkin announced the statewide COG Association's Legislative Day is May 17<sup>th</sup> in Raleigh. Mr. Forte and Mr. Serkin will be attending the day to advocate for COG's. Ms. Newton asked if the event was open to all committee members, Mr. Serkin invited all the committee to attend. Discussion ensued. Ms. Pilson answered questions.

No action taken.

Ms. Pilson presented the Area Agency on Aging report. The Ombudsman program was monitored and went well. Ombudsmen assist residents of 50+ facilities in the region. AAA has two more monitoring to come, Adult Day Care and Evidence Based Help Promotion. Ms. Pilson announced participation in Pender County for two Scam/Fraud events, in Brunswick County for Shredding and Fraud and Education events, will be in New Hanover County for the Senior Health Fair next week, and will be at Columbus County for the Senior Picnic presenting on Fraud education. Ms. Pilson announced the 30<sup>th</sup> Anniversary Party for the STHL will be this Friday in Brunswick County by Ms. Kathryn Lawler and the state celebration of the STHL will be June 6<sup>th</sup> at the Museum of Natural History in Raleigh. Ms. Pilson announced Governor Cooper's signed Executive Order 280 a Commitment to build an Aging Friendly State was signed. No action taken.

***Ms. Herring entered the meeting at 11:45 AM***

Ms. Herring presented the Continuum of Care report. CoC Annual Reporting regarding the PIT and HIC are completed. The reports can be found on the CoC portion of the CFCOG website. This year was the highest number of individuals experiencing homelessness. The increase is probably due to the end of the COVID eviction moratorium as well as the increased cost of housing in our region.

CoC Annual Meeting was last week. Kyle Abrahams of Good Shepard is the new Chair. Pender County's seat on the CoC Board is currently vacant.

Two large internal pushes are in process. Ms. Herring is working with HUD for the Strategic Planning for the next three years is in progress and pushing to expand the access points in the three-county area for the Coordinated Entry System. Grant season to start on June 5<sup>th</sup> and CoC NOFO grant from HUD sometime towards the end of May or early June. Hoping to have them completed by June 30<sup>th</sup>. No questions. No action taken.

Mr. MacLeod presented the Local Government Services report. Mr. MacLeod announced the CFCOG is partnering with UNC-SOG and the City of Wilmington for a BOA Workshop on May 10<sup>th</sup>. Mr. MacLeod expressed his pleasure at having Mr. Boswell on staff as the RPO Director. Completed LUP's with Kure Beach and Surf City. There are a few ongoing LUP's in process. Mr. MacLeod informed the Executive Committee that the LGS provides BOA, Planning, LUP, any LGS services training for free to each member government once a year. Mr. MacLeod answered questions. No action taken.

Ms. Brick presented the Workforce Development report. Ms. Brick announced WD is in the process of the wards cycle for contract agencies. The Adult Dislocated Program has been awarded; the Youth Program will be awarded May 31<sup>st</sup>. The Workforce Development Board will have a four-hour work retreat at the May 31<sup>st</sup> meeting and the Consortium Board will be invited to this retreat meeting, Ms. Brick will send an email invitation to the four County Board Representatives. The WDB needs Private Sector representatives, there are currently 3 vacant seats on the WDB. Ms. Brick announced her staff has been invited the Washington DC to present at the Department of Labor Employment Training Association. Workforce Development has partnered with Excite Credit Union for Small Business Programs and offering participants loans. Ms. Brick addressed questions. No action taken.

**9. Forum Update**

Mr. Gunter welcomed Ms. Boswell to the area and informed the Executive Committee that there had been no Forum since the Executive Committee last met, therefore, he had no update to present. Mr. Gunter also mentioned the COD Legislative Day and that there would be Forum members participating. Mr. Gunter

mentioned Water and Sewer Senate bill 515 and will forward the email to Mr. Serkin. No questions. No action taken.

#### **10. Chairman and Member Comments**

Mr. Forte Welcomed Mr. Scalise to the COG. Mr. Scalise expressed his gratitude for being on the Executive Committee. Mr. Forte stated he was looking forward to a great year and approving the Budget.


thanked all for attending and thanked the CFCOG staff for all their dedicated work. Mr. Forte asked the Executive Committee and attending delegates if they had any comments. There were none.

#### **11. Adjournment**

Motion by Mr. Rivenbark to adjourn the meeting. The meeting adjourned at 12:09 PM.

Respectfully submitted,

  
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April D. Radford, Clerk to the Board

  
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Mike Forte, Chairman