

1480 Harbour Drive Wilmington, NC 28401-7776

EXECUTIVE COMMITTEE MEETING

Monday, December 11, 2023, 11:00 A.M.

AGENDA

- 1. Invocation & Pledge
- 2. Approval of Agenda ***
- 3. Approval October 10, 2023, Minutes (see attachment) ***
- 4. Public Comments
- 5. Auditor Report: Robbie Bittner, PBMares/RSM (see links for attachments) ***
- 6. Finance Reports
 - a. Budget Report through November 30, 2023 (see attachment) ***
 - b. Budget Ordinance Amendment (see attachment) ***
 - c. Pay Plan (see attachment) ***
- 7. 2023 Meeting Schedule (see attachment) ***
- 8. 2023 Executive Committee Nominating Committee discussion
- 9. Staff Reports
 - a. Executive Director
 - i. Contracts Summary (see attachment)
 - b. Area Agency on Aging
 - c. Homeless Continuum of Care
 - d. Local Government Services
 - e. Workforce Development
- 10. Forum Update
- 11. Chairman & Member Comments
- 12. Adjourn

Next Meeting: Regular Scheduled Executive Committee meeting (tentatively) Monday, February 12, 2024, at 11:00 A.M.



EXECUTIVE COMMITTEE MEETING

October 9, 2023, 11:00 AM

MINUTES

Executive Committee Present:

Brenda Bozeman Lavern Coleman Mike Forte Lamont Grate*

Jackie Newton Charlie Rivenbark *Dane Scalise

Executive Committee Absent:

Teresa Batts Jan Dawson

Other General Membership Delegates Present:

Carson Durham* Shelia Grady* Joseph Hatem* Ryan Merrill*

CFCOG Staff Present:

Ginger Brick Wes MacLeod April Radford

Andrea Stough Dawn Tucker Noel Fox, atty*

Guests Present: Karen Mosteller*

Members and others who participated remotely are indicated with an asterisk (*).

Allen Serkin

1. Call to Order, Welcome, and Roll Call

Mr. Forte called the meeting to order and welcomed everyone at 11:02 AM. Mr. Serkin did roll call to confirm quorum.

2. Invocation and Pledge

Mr. Coleman led the invocation and Pledge of Allegiance.

3. Approval of Agenda

Mr. Forte asked if there were any changes to the agenda. Being none, Mr. Forte asked a motion to approve the agenda. Motion by Ms. Bozeman, seconded by Mr. Coleman, to approve the agenda was carried unanimously. Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, Ms. Dawson, and Mr. Grate.

4. Approval of Minutes

Mr. Forte asked if there were any corrections to the minutes. Being none, Mr. Forte asked for a motion to approve the Minutes. A motion by Ms. Newton, seconded by Mr. Rivenbark, to approve the August 12, 2023, minutes as presented carried unanimously. Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, Ms. Dawson, and Mr. Grate.

5. Finance Reports

Ms. Tucker presented the Budget Report through September 30, 2023. There were no questions. Motion by Ms. Newton, seconded by Mr. Rivenbark, to accept the Budget Report carried unanimously. *Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, Ms. Dawson, and Mr. Grate.*

Mr. Grate joined the meeting remotely.

Mr. Serkin presented Budget Ordinance Amendment #1. Ms. Tucker addressed questions from the board about the ARPA funds. Motion by Mr. Forte, seconded by Mr. Rivenbark, to approve Budget Ordinance Amendment #1 carried unanimously. Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, and Ms. Dawson.

Mr. Serkin presented the Pay Plan. A 5% COLA increase is reflected in the pay plan. Staff pay increases will take effect November 1, 2023. Mr. Serkin informed the board the Grant Writer/Manager position will be 100% grant funded. There was discussion by the board and staff about potential obstacles from grant. Motion by Ms. Bozeman, seconded by Mr. Coleman, to approve the Pay Plan carried unanimously. Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, and Ms. Dawson.

6. Staff Reports

Mr. Serkin presented the contract summary. Mr. Serkin informed the board of the \$24,000 Southeastern Regional Cresent Commission grant that is 100% grant funded to help members with economic development-related grants. Mr. Serkin and Mr. MacLeod addressed questions from the board.

Ms. Stough and Ms. Brick joined the meeting at 11:32 AM.

Mr. Serkin presented the board with the requested follow-up information on the request to allow H2Go to join the CFCOG as an affiliate member. Mr. Serkin asked the board how they wanted to move forward with the request from H2Go. After much discussion the board requested further information to include spreadsheet of the dues members pay, hourly rates for LGS charges for various services provided, as well as potential income this project would generate for further review to be presented at the December meeting.

Mr. Serkin informed the board of a request from the NC Coastal Federation for support on a resolution. The board denied the request.

Mr. Serkin informed the board that NC State University's Institute for Emerging Issues has secured funding for regional digital inclusion plan across the state with COG's. CFCOG has asked them to secure a consultant to do the work in our region and that staff will participate to the extent possible, but the CFCOG will not be administering the project due to staffing issues.

Mr. Serkin informed the board that he was nominated by MOTSU for an award presented at the NC Defense Summit held in Raleigh in September.

Ms. Pilson presented the Area Agency on Aging report. Ms. Pilson informed the board about updates via social media for events and activities involving the CFAAA. Ms. Pilson informed the board that monitoring of ARPA funds will begin next week and the monitoring of Home Community Care funds will take place this month. November is National Caregivers Month. The Ombudsmen have seen an increase in complaints, most due to staff shortages and turnover. There were no questions. No action was taken.

Mr. Serkin introduced Ms. Stough as the new Homeless Services Director. Ms. Stough gave a brief work history to the Executive Committee and expressed he pleasure to join the CFCOG.

Ms. Stough presented the Homeless Services report. Ms. Stough informed the board she has submitted to HUD the Collaborative Application for the Continuum of Care servicing the three counties (New Hanover, Brunswick, and Pender). She is reaching out to the community directors to make sure they know who she is and participating in several meetings and working to see how the CoC can serve our communities better. They are heavily involved in Strategic Planning. There were no questions. No action was taken.

Mr. MacLeod presented the Local Government Services report. He reminded the board that LGS provides free training per fiscal year to members to include board training, planning and development, boards of adjustments, etc. There will be no changes to the boundaries for this regions RPO. He informed the board

that they are wrapping up LUP's for Calabash, Lake Waccamaw, and Topsail Beach. LGS is also working with Carolina Beach to overhaul their Ordinances and LGS continues planning services for several members. LGS is also looking for a dedicated Grant Writer. There were no questions. No action was taken.

Ms. Brick presented the Workforce Development report. She reminded the board that Workforce Development not only works with job seekers, but also employers. Ginger reminded the Board that Workforce Development includes services for employers, not just jobseekers. The ARPA funds are being used to support the training needs of small businesses. This ties in with the regular IWTGs that the WDB offers. Ginger provided an update on activities for Adult, Dislocated Worker, and Youth programs. Workforce staff are attending a conference this week. Staff are working with K12 and CTE (Career Technical Education). Ms. Brick answered questions. Ms. Brick will send Ms. Newton a calendar of events for Workforce Development programs in Pender County. No action was taken.

7. Forum Update

There was no Forum Update.

8. Chairman and Member Comments

There were no comments.

9. Closed Session

Motion by Mr. Grate, seconded by Mr. Rivenbark, to go into closed session for personnel matter per NCGS 143-318.11(a)(6) carried unanimously. *Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, and Ms. Dawson.*

Mr. Forte asked the executive committee members to remain online for the closed session and thanked the non-executive committee members for attending and asked them to leave the meeting.

Closed session began at 12:06 PM.

Motion by Mr. Rivenbark, seconded by Ms. Newton to end closed session and return to regular session carried unanimously. Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, and Ms. Dawson.

Closed session ended at 12:32 PM.

Motion by Mr. Rivenbark, second by Ms. Bozeman to approve Mr. Serkin's pay increase by 2 pay steps carried unanimously. Ayes: Mr. Coleman, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, Mr. Rivenbark, and Mr. Scalise. Nays: None. Absent: Ms. Batts, and Ms. Dawson.

10. Adjournment

Motion by Mr. Rivenbark to adjourn the meeting.	The meeting adjourned at 1:20 PM.
Respectfully submitted,	
April D. Radford, Clerk to the Board	Mike Forte, Chairman



CAPE FEAR COUNCIL OF GOVERNMENTS

Cash Balance and Budget/Expenditure Comparison

FY 2023-2024 (as of November 30, 2023) **UNAUDITED**

Cash Balance

Cash Balance in Bank101,732North Carolina Cash Management Investments791,128Total Cash on Hand\$ 892,860

Budget & Actual Revenues

		Adjusted		Jul - Nov	F	Reserve	R	emaining	Percent
Departments		Budget	ı	Revenues		Balance	Budget		Received
Continuum of Care	\$	867,749	\$	197,076	\$	238,450	\$	432,223	31%
Local Gov Services	\$	1,484,392		103,575		532,397		848,421	11%
Area Agency on Aging	\$	6,405,992		1,308,636		57,387		5,039,969	21%
Workforce Development	\$	4,695,089		807,334	:	1,052,416		2,835,339	22%
General Fund		35,000		179,840		166,848		22,008	89%
Total Revenues	\$	13,488,222	\$	2,596,460	\$:	2,047,497	\$	9,155,952	23%

Budget & Actual Expenditures

Departments Budget Budget Expenditures Expenditures Balance Budget Expended Expended Expended Continuum of Care \$ 85,467 \$ 43,916 \$ 41,551 51% ESG - CARES 8,108 8,108 64,484 111,592 115% ESG - ADM 16,183 5,125 11,058 32% HUD - PErm. Supportive Housing 371,288 87,398 123,327 160,563 35% HUD - CE Assessor 141,679 30,969 32,969 77,742 28% HUD - PENANING 49,153 14,570 17,670 16,913 46% Continuum of Care 867,749 209,880 238,450 419,419 33% Planning Services 281,115 75,523 213,591 26% Rural Planning Org 153,000 59,086 93,914 39% Disaster Recovery 282,232 34,323 247,909 12% MOTSU Follow Up 13,917 30,575 71,312 24% LGS-ARPa Depotes 181,412 51,659	Reginning Jul Nov Reserve Remaining F										
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Family Caregiver Support 138,445 58,035 80,410 42% AAA Funds to Counties 4,065,819 578,837 3,486,982 14% AAA ARP 1,479,616 496,764 57,387 925,465 35% Area Agency on Aging 6,405,992 1,438,395 57,387 4,910,210 23% WIOA - Admin 420,310 160,637 59,389 200,284 45% WIOA - Adult 1,323,518 258,117 408,527 656,874 28% WIOA - Dislocated Worker 852,357 167,176 194,367 490,814 25% WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 4,700 4,700 4,700 0% Infrastructure Grant - - - #DIV/O! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 <	Ombudsman & Elder Abuse	207,772	93,577		114,195	45%					
AAA Funds to Counties	Project Care	111,000	43,643		67,357	39%					
AAA ARP 1,479,616 496,764 57,387 925,465 35% Area Agency on Aging 6,405,992 1,438,395 57,387 4,910,210 23% WIOA - Admin 420,310 160,637 59,389 200,284 45% WIOA - Adult 1,323,518 258,117 408,527 656,874 28% WIOA - Dislocated Worker 852,357 167,176 194,367 490,814 25% WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 4,700 0% Infrastructure Grant - - #DIV/0! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 - 34,881 0% General Fund 35,000 119 - <td< td=""><td>Family Caregiver Support</td><td>138,445</td><td>58,035</td><td></td><td>80,410</td><td>42%</td></td<>	Family Caregiver Support	138,445	58,035		80,410	42%					
Area Agency on Aging 6,405,992 1,438,395 57,387 4,910,210 23% WIOA - Admin 420,310 160,637 59,389 200,284 45% WIOA - Adult 1,323,518 258,117 408,527 656,874 28% WIOA - Dislocated Worker 852,357 167,176 194,367 490,814 25% WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 9% 4,700 0% Infrastructure Grant - - #DIV/0! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 - 34,881 0% General Fund 35,000 119 - 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387	AAA Funds to Counties	4,065,819	578,837		3,486,982	14%					
Area Agency on Aging 6,405,992 1,438,395 57,387 4,910,210 23% WIOA - Admin 420,310 160,637 59,389 200,284 45% WIOA - Adult 1,323,518 258,117 408,527 656,874 28% WIOA - Dislocated Worker 852,357 167,176 194,367 490,814 25% WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 0% Infrastructure Grant - #DIV/0! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 - 34,881 0% General Fund 35,000 119 - 34,881 0% Administration 496,153 196,624 299,529 40%	AAA ARP	1,479,616	496,764	57,387	925,465	35%					
WIOA - Adult 1,323,518 258,117 408,527 656,874 28% WIOA - Dislocated Worker 852,357 167,176 194,367 490,814 25% WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 0% Infrastructure Grant - - #DIV/0! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%	Area Agency on Aging	6,405,992	1,438,395	57,387	4,910,210	23%					
WIOA - Adult 1,323,518 258,117 408,527 656,874 28% WIOA - Dislocated Worker 852,357 167,176 194,367 490,814 25% WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 0% Infrastructure Grant - - #DIV/0! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%	WIOA Admin	420 310	160 627	E0 200	200 284	/E0/					
WIOA - Dislocated Worker 852,357 167,176 194,367 490,814 25% WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 0% Infrastructure Grant - - #DIV/0! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%					•						
WIOA - IWTG 50,000 4,160 45,840 8% WIOA - Youth 1,601,916 300,212 390,132 911,571 25% BSR Grant 4,700 4,700 0% Infrastructure Grant - - #DIV/0! WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 - 34,881 0% General Fund 35,000 119 - 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%				•							
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WF ARPA Grant 442,288 14,486 427,802 3% Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 34,881 0% General Fund 35,000 119 - 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%		4,700			4,700						
Workforce Development 4,695,089 904,788 1,052,416 2,737,885 25% General Operations 35,000 119 34,881 0% General Fund 35,000 119 - 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%		-	44.400		427.002	•					
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General Fund 35,000 119 - 34,881 0% Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%	Workforce Development	4,695,089	904,788	1,052,416	2,/3/,885	25%					
Total Expenditures \$ 13,488,222 \$ 2,789,387 \$ 1,880,650 \$ 8,818,186 24% Administration 496,153 196,624 299,529 40%	General Operations	35,000	119		34,881	0%					
Administration 496,153 196,624 299,529 40%	General Fund	35,000	119	-	34,881	0%					
	Total Expenditures	\$ 13,488,222	\$ 2,789,387	\$ 1,880,650	\$ 8,818,186	24%					
	Administration	496,153	196,624		299,529	40%					
				ogram or project							



CAPE FEAR COUNCIL OF GOVERNMENTS FISCAL YEAR 2023-2024 BUDGET ORDINANCE AMENDMENT #2

WHEREAS, the Cape Fear Council of Governments (Council) is a regional council of governments organized pursuant to N.C.G.S. 160A-470 through 478;

WHEREAS, the Council is designated by the State of North Carolina as the Lead Regional Organization for Region O, serving Brunswick, Columbus, New Hanover, and Pender counties;

WHEREAS, the Executive Committee is the governing board of the Council;

WHEREAS, a regional council of governments is a public authority subject to N.C.G.S. 159, Article 3, the Local Government Budget and Fiscal Control Act; and

WHEREAS, N.C.G.S. 159-8(a) requires a public authority to operate under an annual balanced budget ordinance;

NOW, THEREFORE, BE IT ORDAINED by Executive Committee of the Cape Fear Council of Governments that the budget ordinance for the fiscal year beginning July 1, 2023 and ending June 30, 2024 is hereby amended as follows:

SECTION 1: The following General Fund appropriations and revenues are amended as follows:

_	Original Budget	Previous Amendments	Amendment #2	Amended Budget
Expenditures by Department:				
Local Governments Services	\$1,303,033	\$1,484,392	\$224,000	\$1,708,392
Aging Services	7,308,556	6,405,992	309,918	\$6,715,910
Workforce Development	4,340,945	4,696,089		\$4,696,089
Homeless Continuum of Care	910,210	867,749		\$867,749
General Government	35,000	35,000		\$35,000
General Fund Total Expenditures	\$13,897,744	\$13,489,222	533,918	\$14,023,140
Revenues by Source:				
Federal	\$539,829	\$364,183		\$364,183
Fed/State Pass Thru	12,224,746	12,013,884	533,918	\$12,547,802
State	337,491	354,495		\$354,495
Member Assessment	35,000	35,000		\$35,000
Local Aging Share	82,617	85,338		\$85,338
Local LGS Share	67,854	46,510		\$46,510
Local COC Share	176,275	158,400		\$158,400
Fee-For-Service	433,932	431,412		\$431,412
General Fund Total Revenues	\$13,897,744	\$13,489,222	533,918	\$14,023,140

SECTION 2 : The Budget Officer is hereby authorized to transfer appropriations within any of the parts in Section 1 without the approval of the Executive Committee.												
Adopted this 11th day of December 2023.												
Mike Forte, Chairman	April D. Radford, Clerk											

CAPE FEAR COUNCIL OF GOVERNMENTS

POSITION CLASSIFICATION AND PAY PLAN EFFECTIVE DECEMBER 11, 2023

CAPE FEAR COUNCIL OF GOVERNMENTS

Position Classification and Pay Plan Effective December 11, 2023

		Positi	ions Allo	cated			
		Perm	Te	mp			
Grade	Position	Dept.	Minimum	Maximum	FT	FT	PT
7	Homeless Services Assistant	HS	\$ 37,135	\$ 59,366			1.00
9	Workforce Dev. Program Assistant	WD	\$ 40,990	\$ 65,529	1.00		
9	Aging Specialist	AAA	\$ 40,990	\$ 65,529	1.00		
9	Aging Program Coordinator	AAA	\$ 40,990	\$ 65,529		1.00	
9	Clerk to the Board	ADM	\$ 40,990	\$ 65,529	1.00		
9	Homeless Services Specialist	HS	\$ 40,990	\$ 65,529	1.00		
11	Family Caregiver Specialist	AAA	\$ 45,245	\$ 72,331	1.00		
11	Aging Compliance Specialist	AAA	\$ 45,245	\$ 72,331	1.00		
11	Ombudsman	AAA	\$ 45,245	\$ 72,331	2.00		
11	Project C.A.R.E Coordinator	AAA	\$ 45,245	\$ 72,331	1.00		
11	Fiscal Support Technician	ADM	\$ 45,245	\$ 72,331	1.00		
11	Project Manager	LGS	\$ 45,245	\$ 72,331			1.51
11	Workforce Dev. Coordinator	WFD	\$ 45,245	\$ 72,331	1.00		
11	Workforce Dev. Programs Manager	WFD	\$ 45,245	\$ 72,331	1.00		
15	Business Engagement Manager	WD	\$ 55,127	\$ 88,129	1.00		
15	Business Services Representative	WD	\$ 55,127	\$ 88,129			0.48
15	Management Specialist	LGS	\$ 55,127	\$ 88,129		1.00	
15	Grant Writer/Manager	LGS	\$ 55,127	\$ 88,129		1.00	
18	Homeless Services Director	HS	\$ 63,930	\$ 102,202	1.00		
18	Workforce Dev. Assistant Director	WD	\$ 63,930	\$ 102,202	1.00		
18	Regional Planner	LGS	\$ 63,930	\$ 102,202	2.00		
22	AAA Director	AAA	\$ 77,893	\$ 124,523	1.00		
22	Local Gov. Services Director	LGS	\$ 77,893	\$ 124,523	1.00		
22	Workforce Dev. Director	WD	\$ 77,893	\$ 124,523	1.00		
23	Finance Director	ADM	\$ 81,836	\$ 130,827	1.00		
28	Executive Director	ADM	\$ 104,757	\$ 167,470	1.00		
NA	LGS Interns	LGS	10/hr	20/hr			0.15
	TOTAL ALLOCATED	POSITIO	ONS		22.00	3.00	3.14

Adopted this da	y of	, 20	
BY:		ATTEST:	
Mike Forte, Chair		April Radford, Clerk	

CAPE FEAR COUNCIL OF GOVERNMENTS SALARY SCHEDULE - EFFECTIVE November 1, 2023

1 27.612 29.302 29.101 29.735 30.476 31.240 1.270 1.120 1.270 1.120 1.270 1.120 1.270 1.200 1.270 1.200 1.270 1.200 1.																		COLA	riv with 5%	24 Salary Mat	EV2022-20
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3 59.478 31.400 52.021 32.822 33.642 34.433 35.346 36.220 37.135 36.020		45,245 1,885																			2
4 13024 1304 1306 1402 14174 1475 1475 1476 1510 1510 1510 1510 1510 1510 1510 151		47,536 1,981																			3
5 33,442 39,348 39,229 37,135 38,058 39,019 39,900 40,900 42,015 43,065 44,142 46,246 46,376 47,556 46,772 49,942 51,191 6 35,446 36,229 37,135 36,063 30,015 39,000 42,015 43,065 44,142 46,245 46,376 47,536 48,724 49,942 51,191 52,471 53,762 7 37,135 36,003 30,015 39,900 40,900 42,015 43,062 41,422 46,245 46,376 47,536 49,942 51,917 52,471 53,762 1,471 1,588 1,686 1,686 1,686 1,686 1,708 1,715 1,794 1,839 1,885 1,333 2,186 2,241 2,297 2,364 2,241 2,297 2,366 2,241 2,297 2,364 2,241 2,297 2,364 2,414 2,992 4,414 4,424 4,424 4,244 2,241 <	,942 51,191	49,942 2,081	48,724	47,536	46,376	45,245	44,142	43,065	42,015	40,990	39,990	39,015	38,063	37,135	36,229	35,346	34,483	33,642	32,822	32,021	4
6 1 5.5.46 1 5.5.26 37.135 1 5.8.66 1 5.06 1 1.686 1 1.086 1 1	,471 53,782	52,471	51,191	49,942	48,724	47,536	46,376	45,245	44,142	43,065	42,015	40,990	39,990	39,015	38,063	37,135	36,229	35,346	34,483	33,642	5
7 37,135 38,063 39,015 39,990 40,999 40,999 42,015 43,065 44,142 45,245 46,376 1,932 1,138 2,036 2,081 2,133 2,166 2,241 2,297 2,354 48,142 45,245 46,376 47,536 48,724 49,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 41,706 1,706 1,701 1,704 1,839 1,885 1,1302 1,981 2,030 2,081 2,133 2,166 2,241 2,297 2,354 2,474 90,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 48,724 49,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 48,724 49,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 48,724 49,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 48,724 49,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 48,724 49,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 48,724 49,942 51,191 52,471 53,782 55,127 56,505 57,918 59,366 68,360 62,371 63,303 66,529 51,919 52,471 52,425 52	,127 56,505	2,186 55,127 2,297	53,782	52,471	51,191	49,942	48,724	47,536	46,376	45,245	44,142	43,065	42,015	40,990	39,990	39,015	38,063	37,135	36,229	35,346	6
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1480 Harbour Drive Wilmington, NC 28401-7776

2024 GENERAL MEMBERSHIP ANNUAL MEETING

Thursday, February 29: Annual Meeting at 6:30PM (Brunswick Senior Resources 101 Stone

Chimney Rd, Supply, NC)

Potential Action Items: Approve 2023 annual meeting minutes; elect Executive Committee

Proposed 2024 EXECUTIVE COMMITTEE MEETINGS (11:00AM at CFCOG)

Monday, February 12, 2024

Potential Action Items: Executive Committee nominations; Annual Meeting agenda

Monday, May 13, 2024

Potential Action Items: Present draft FY 24/25 budget; set budget public hearing date.

Monday, June 10, 2024

Potential Action Items: Adopt FY 24/25 budget.

Monday, August 12, 2024

Potential Action Items:

Monday, October 14, 2024

Potential Action Items: Present final FY 23/24 unaudited financial statements; adopt FY 24/25 budget amendment per final allocations; Executive Director evaluation.

Monday, December 9, 2024

Potential Action Items: Adopt 2025 meeting schedule; FY 23/24 audit presentation by auditors; approve FY 23/24 audit; Executive Committee nomination committee.



CFCOG Contract Summary Contracts Entered Since Prior Report

								Funding	Prior	CFCOG
								Availability	Reimbursement	Matching
Dept.	Program	Contract Name or Description	Other Party	\$ to CFCOG	\$ to Other Party	Start Date	End Date	Clause (Y/N)	Clause (Y/N)	Funds (Y/N)
AAA	EBHP	NHC Health Promotion/Disease Prevention New	w Hanover County		\$ 15,533.00	7/1/2023	6/30/2024	Υ	N	N
AAA	EBHP	Brunswick Health Promotion/Disease Prevention Brun	ınswick Senior Resources, Inc.		\$ 15,710.00	7/1/2023	6/30/2024	Υ	N	N
AAA	EBHP	Pender Health Promotion/Disease Prevention Pender	nder Adult Services		\$ 5,887.00	7/1/2023	6/30/2023	Υ	N	N
AAA	EBHP	Columbus Health Promotion/Disease Prevention Colu	umbus County		\$ 6,286.00	7/1/2023	6/24/2023	Υ	N	N
AAA	LCA	Money Follows the Person Contract Termination NC N	Medicaid	Hourly		7/1/2023	11/4/2023	N/A	N/A	N/A
WFD	Facilities	Workforce Center Janitorial Services Jan-	-Pro		\$ 13,475.24	11/1/2023	10/31/2024	N	N	N
WFD	Facilities	Facilities - Lawn Care A Gr	Greener Thing Lawn Services		\$ 3,600.00	11/1/2023	10/31/2024	N	N	N
COC	COC	Brunswick Co. Annual CoC Support Contract Brur	inswick County	\$ 13,500.00		7/1/2023	6/30/2024	N/A	N/A	N
AAA	HCCBG	Brunswick Co. Home & Community Care Block Grant Brun	inswick County		\$ 1,223,207.00	7/1/2023	6/30/2024	Υ	N	N
AAA	ARPA	NGA - ARPA for LTC Ombudsman under SSA NC I	DAAS	\$ 17,482.00		10/1/2023	9/30/2025	N/A	N/A	N
LGS	LDD	SCRC LDD Capacity Building Program Sout	utheast Crescent Regional Commiss	\$ 24,000.00		10/1/2023	9/30/2024	N/A	N/A	N
AAA	SMP	Senior Medicare Patrol Project NC I	Dept. of Insurance	\$ 10,000.00		6/1/2023	5/31/2024	N/A	N/A	N
AAA	HCCBG	Legal Aid of NC Home & Community Care Block Grant NC I	DAAS		\$ 19,362.00	7/1/2023	6/30/2024	Υ	N	N
				\$ 64,982.00	\$ 1,303,060.24					

DEPARTMENTS

AAA: Area Agency on Aging ADM: Administration

CoC: Homeless Continuum of Care LGS: Local Government Services WD: Workforce Development

PROGRAMS

EBHB: Evidence-Based Health Promotion (OAA Title III-D)

ESG: Emergency Solutions Grant (HUD) FCSP: Family Caregiver Support Program

Formula: WIOA Formula Funds

HCCBG: Home & Community Care Block Grant

LCA: Local Contact Agency

MIPPA: Medicare Improvements for Patients & Providers Act

OMB: Long-term Care Ombudsman
PSH: Permanent Supportive Housing
IWTG: Incumbent Worker Training Grant

OTHER ACRONYMS

DHHS: NC Dept. of Health & Human Services
HMIS: Homeless Management Information System
WIOA: Workforce Innovation and Opportunity Act