

EXECUTIVE COMMITTEE MEETING

February 12, 2024, 11:00 AM

MINUTES

Executive Committee Present:

Teresa Batts Brenda Bozeman Jan Dawson Mike Forte Lamont Grate*
Jackie Newton

Other General Membership Delegates Present:

Martin Cooke* Lynn Barbee

CFCOG Staff Present:

Ginger Brick Wes MacLeod April Radford Allen Serkin Dawn Tucker
Noel Fox, Atty*

Guests Present:

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

1. Call to Order, Welcome, Invocation and Pledge

Mr. Forte called the meeting to order and welcomed everyone at 11:07 AM. Mr. Serkin did roll call to confirm quorum. Mr. Forte led the invocation and Pledge of Allegiance.

Present: Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Absent: Mr. Coleman and Mr. Rivenbark.

2. Approval of Agenda

Mr. Forte requested to amend the agenda to fill the vacant New Hanover County Municipal seat on the Executive Committee formerly held by Mr. Charlie Rivenbark of Wilmington. Motion by Ms. Bozeman, seconded by Ms. Dawson, to approve the amendment carried unanimously. *Ayes: Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Nays: None.*

2a. Fill Vacant New Hanover County Municipal Executive Committee Seat

Motion by Ms. Dawson, seconded by Ms. Newton, to appoint Mr. Lynn Barbee of Carolina Beach as the New Hanover County municipal representative on the Executive Committee and Secretary/Treasurer carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Nays: None.*

3. 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. Bozeman, seconded by Ms. Newton, to approve the December 11, 2023, minutes as presented carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Nays: None.*

4. Annual Meeting

Mr. Forte presented the Nominating Committee's proposed slate of officers to be presented at the Annual Meeting for approval by the Board. After discussion there was a motion by Ms. Newton, seconded by Mr. Grate, to accept the Nominating Committee's recommendation (Mike Forte for Chair, Brenda Bozeman for

Vice-Chair, and Lynn Barbee for Secretary/Treasurer). The motion carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Nays: None.*

Mr. Serkin presented the proposed itinerary and agenda for the Annual Meeting and explained the purpose for the itinerary is to assist non-board members to follow along with the program. Mr. Forte explained the process of the Annual Meeting. There were no questions or discussion. Motion by Mr. Grate, seconded by Ms. Newton to approve the Annual Meeting Agenda and Itinerary carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Nays: None.*

5. Finance Reports

Ms. Tucker presented the Budget Report through January 31, 2024. Ms. Tucker addressed general funds spending questions and Mr. Serkin and Mr. MacLeod addressed Disaster Recovery Training funds. Motion by Ms. Dawson, seconded by Ms. Newton to approve Budget Report as presented carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Nays: None.*

Ms. Tucker presented Budget Ordinance Amendment #3. Ms. Tucker and Mr. Serkin addressed questions about the request to approval the acceptance of an additional \$17,482 for the Area Agency on Aging Ombudsman program, the increase of \$120,623 funds for the Workforce Development Career Centers, and the return of unspent \$13,917 funds from the MOTSU program. Ms. Brick addressed additional questions about reopening Pender County Career Centers and advertising. Motion by Ms. Bozeman, seconded by Mr. Barbee to approve Budget Ordinance Amendment #3 carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Ms. Dawson, Mr. Forte, Mr. Grate, and Ms. Newton. Nays: None.*

6. Staff Reports

Mr. Serkin presented the Executive Director's report and the contract summary. Mr. Serkin explained the purpose of the contract summary for the new committee member. As a follow-up to the request from H2GO to contract with the CFCOG Mr. Serkin proposed an additional 25% added to the rate charged to H2GO. There were no questions. No action was taken.

Mr. Serkin presented the Area Agency on Aging report on behalf of Ms. Pilson. Mr. Serkin handed out "AAA Seeking Input" fliers. Mr. Serkin informed the Executive Committee that Area Agency on Aging would be presenting their Area Plan for approval at the May 13th meeting for approval. There were no questions. No action was taken.

Mr. Serkin presented the Homeless Services report on behalf of Ms. Stough. Homeless Services has assisted 24 people with rental assistance and the annual homeless Point In Time count was completed in January, the results of which will be presented at a later meeting. There were no questions. No action was taken.

Mr. MacLeod presented the Local Government Services report. Mr. MacLeod reminded the Executive Committee that the Local Government Services provides Board training once a year for members. Mr. MacLeod informed the Executive Committee that Local Government Services is working on updating the Carolina Beach Unified Development Ordinance, Pender County Land Use Plan, and Sunset Beach Unified Development Ordinance. There were no questions. No action was taken.

Ms. Brick presented the Workforce Development report. Ms. Brick informed the Executive Committee of efforts the Workforce Development department is currently involved in, including Rapid Response Training, ARPA training grants for micro-businesses and minority- and female-owned businesses, Sector Partnership Training grants, an Opportunity Youth event sponsored by NC State Institute for Emerging Issues, and the 4-year Area Plan. There were no questions. No action was taken.



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7. Forum Update

Mr. Gunter was unable to attend the last Forum. There was no Forum Update. Mr. Serkin recommended ending the Forum partnership.

8. Chairman and Member Comments

Mr. Forte asked the Executive Committee to push attending the Annual Meeting.

Mr. Cooke recommended using cell phones to promote Emergency Management issues.

9. Adjournment

Motion by Ms. Bozeman, seconded by Mr. Barbee to adjourn the meeting. The meeting adjourned at 12:35 PM.

Respectfully submitted,


April D. Radford, Clerk to the Board


Mike Forte, Chairman