

EXECUTIVE COMMITTEE MEETING

May 13, 2024, 11:00 AM

MINUTES

Executive Committee Present:

Lynn Barbee Teresa Batts* Brenda Bozeman* Lavern Coleman Jan Dawson*
Mike Forte Lamont Grate* Bill Rivenbark

Executive Committee Absent:

Jackie Newton

Other General Membership Delegates Present:

Martin Cooke* Ryan Merrell*

CFCOG Staff Present:

Ginger Brick* Wes MacLeod April Radford Allen Serkin Andrea Stough
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 11:00 AM. Mr. Serkin did roll call to confirm quorum. Mr. Coleman led the invocation and Pledge of Allegiance. *Present: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark.*

2. Approval of Agenda

Mr. Forte asked if there were any amendments to the agenda. There were none.

3. Approval of Minutes

Mr. Forte asked if there were any corrections to the minutes. There being none, Mr. Forte asked for a motion to approve the Minutes. A motion by Ms. Bozeman, seconded by Mr. Coleman, to approve the February 12, 2024, minutes as presented carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None.*

4. Budget Reports

Ms. Tucker presented the Budget Report through April 30, 2024. Mr. Serkin gave a brief explanation of how the Budget Report is presented for the new Executive Committee members. There were no questions. Motion by Mr. Coleman, seconded by Mr. Barbee, to approve Budget Report as presented carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None.*

5. Pay Plan Amendment

Mr. Serkin presented the Pay Plan Amendment. Mr. Serkin addressed questions from the Executive Committee. Motion by Mr. Barbee, seconded by Mr. Grate, to approve the Pay Plan Amendment as presented carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None.*

6. Presentation of the Proposed FY 24/25 Budget and set Public Hearing for June 10, 2024

Mr. Serkin Presented the proposed FY 24/25 Budget. Mr. Serkin noted the 12% decrease from the FY 23/24 budget was due to the spending down of ARPA funds and changes in the Homeless Services program. The proposed budget is \$12,230,912. There were no questions. Motion by Ms. Bozeman, seconded by Mr. Forte, to set the budget hearing for June 10, 2024, carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None.*

7. Approval of Auditors Contract and Agreement Letter

Mr. Serkin presented the audit contract and agreement letter. Mr. Serkin informed the board there was a slight price increase of \$500. There were no questions. Motion by Mr. Coleman, seconded by Ms. Batts, to approve the auditors contract and agreement letter carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None.*

8. Approval of Agent Designation Form for NC Emergency Management Grant

Mr. Serkin presented the agent designation form for the NC Emergency Management grant and requested the Executive Committee approve the request to designate Mr. Serkin as the point of contact for the grant. Motion by Mr. Forte, seconded by Ms. Bozeman, to approve the designation of Mr. Serkin as the point of contact for the NC Emergency Management grant carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None.*

9. Staff Reports

Mr. Serkin stated he had no Executive Director's report. Mr. Serkin presented the contract summary. There were no questions. No action was taken.

Ms. Pilson presented the Area Agency on Aging Area Four Year Plan to the Executive Committee. There were no questions. Motion by Mr. Grate, seconded by Ms. Bozeman to approve the AAA Area Plan carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Coleman, Ms. Dawson, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None.*

Ms. Pilson presented the Area Agency on Aging Report. There were no questions. No action was taken.

Mr. MacLeod presented the Local Government Services report. Mr. MacLeod stated he was pleased to have Mr. Ron Satterfield on as a part-time planner. Mr. MacLeod informed the board of a two-day Disaster Recovery Training event that took place in Brunswick and New Hanover counties on May 7th and 8th.

Ms. Stough presented the Homeless Services report. Ms. Stough informed the Executive Committee that the homeless Point In Time count is officially completed. There were no questions. No action was taken.

Ms. Brick presented the Workforce Development report. Ms. Brick informed the Executive Committee she is currently working on the Workforce Development four-year Area Plan; however, the Executive Committee will not need to approve it, the Workforce Development Board will approve it at their June meeting. Mr. Brick informed the board that the Workforce Development Department is nearly fully staffed except for one part-time employee. There were no questions. No action was taken.

10. Forum Update

Mr. Forte presented the Forum Update. There were no questions. No action was taken.

11. Chairman and Member Comments


Mr. Forte thanked all who attended the meeting and expressed his appreciation of their time and dedication to the CFCOG and the people in the region. Mr. Rivenbark informed the Executive Committee that the Wake County Senior Center has reached out to the New Hanover County Senior Center and asked for their help on improving their Senior Center.

Mr. Cooke recommended using cell phones to promote Emergency Management communication to the public.


12. Adjournment

Motion by Mr. Rivenbark to adjourn the meeting. The meeting adjourned at 11:52 AM.

Respectfully submitted,



April D. Radford, Clerk to the Board



Mike Forte, Chairman