

EXECUTIVE COMMITTEE MEETING

October 14, 2024, 11:00 AM

MINUTES

Executive Committee Present:

Lynn Barbee Teresa Batts* Brenda Bozeman Mike Forte Lamont Grate*
Jackie Newton* Bill Rivenbark

Executive Committee Absent:

Lavern Coleman Jan Dawson

Other General Membership Delegates Present:

Sheila D. Grady*

CFCOG Staff Present:

Sam Boswell Ginger Brick Wes MacLeod Danny Nickel Holly Pilson
April Radford Allen Serkin Andrea Stough Dawn Tucker

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 11:01 AM. Quorum confirmed. *Present: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Absent: Mr. Coleman, Ms. Dawson, and Ms. Newton.*

2. Invocation and Pledge

Mr. Forte led the invocation and the Pledge of Allegiance.

3. Approval of Agenda

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

4. Approval of Minutes

Mr. Forte asked if there were any corrections to the minutes. There were no changes to the minutes. A motion by Mr. Barbee, seconded by Ms. Bozeman, to approve the August 12, 2024, minutes as presented carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Mr. Coleman, Ms. Dawson, and Ms. Newton.*

Ms. Newton joined the meeting 11:08 AM

5. Finance Reports

Ms. Tucker presented the Budget Report through September 30, 2024. There were no questions and no comments. A motion by Mr. Grate, seconded by Mr. Barbee, to accept the Budget Report as presented carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, and Mr. Rivenbark. Nays: None. Absent: Mr. Coleman and Ms. Dawson.*

Mr. Serkin presented Budget Ordinance Amendment #1. Mr. Serkin explained the amendment, including the use of fund balance to return \$12,000 of unused to Trillium. There were no questions and no comments. A motion Mr. Rivenbark, seconded by Mr. Grate to approve the amendment carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, and Mr. Rivenbark. Nays: None. Absent: Mr. Coleman and Ms. Dawson.*

Mr. Serkin presented the Pay Plan Amendment. Mr. Serkin explained that the closeout of an ARPA-funded program resulted in the removal of the Aging Program Coordinator position. Mr. Serkin explained the change to the pay scale for the COLA (cost of living allowance). There were no questions and no comments. A motion by Mr. Barbee, seconded by Ms. Bozeman to approve the Pay Plan Amendment carried unanimously. *Ayes: Mr. Barbee, Ms. Batts, Ms. Bozeman, Mr. Forte, Mr. Grate, Ms. Newton, and Mr. Rivenbark. Nays: None. Absent: Mr. Coleman and Ms. Dawson.*

6. Staff Reports

Mr. Serkin presented the contract summary, highlighting Workforce Development partners, Area Agency on Aging grants, and Local Governments Flood Mitigation grant. Mr. Serkin addressed questions. No action required. No action taken.

Ms. Stough joined the meeting 11:25 AM

Mr. Pilson presented the Area Agency on Aging Report. Ms. Pilson informed the Executive Committee of staff changes in the Area Agency on Aging. Ms. Abrielle LeBlanc, Aging Compliance Specialist has left, and Ms. Logan Elkins has been hired to replace her. Ms. Caylee Weaver, Aging Specialist, has also left and the position is still open. Ms. Pilson informed the Executive Committee of Choosing Home, a grant of about \$50,000 for each county to assist with home improvements good through 2026. Ms. Pilson informed the Executive Committee of multiple events and trainings hosted by the AAA including one covered by WECT TV6 and a memory care event at the Cameron Art Museum that was attended by PBS to highlight ways caregivers are receiving help across North Carolina, and the video should be published in early 2025 and Ms. Pilson will share the link once it is available. The Cape Fear Area Agency on Aging has been fielding calls from partners in the western portion of the state devastated by Hurricane Helene. There were no questions or comments. No action required. No action taken.

Ms. Stough presented the Homeless Services report. Homeless Services is providing rental assistance to landlords on behalf of 23 clients. Ms. Stough informed the Executive Committee that the Coordinated Entry hotline calls are up, and 37 clients were able to exit the program to permanent housing. Ms. Stough informed the Executive Committee that Homeless Services has received a conditional award letter for street outreach and shelters. Ms. Stough informed the Executive Committee of multiple programs including laundry and shower services in Brunswick County. Ms. Stough informed the Executive Committee of potential funds to assist with homelessness from New Hanover County and the City of Wilmington. Discussion ensued. There were no questions. No action required. No action was taken.

Before Mr. MacLeod presented the Local Government Services report he asked Mr. Serkin to update the Executive Committee about the NCORR grant. Mr. Serkin explained the COG's role on behalf of the Towns of Sandyfield and Bolton. The services were such a success that the towns are finding funds to continue the services once the grant expires at the end of this calendar year. Mr. MacLeod asked Mr. Boswell to give a brief Rural Planning Organization report. Mr. Boswell informed the Executive Committee of the NCDOT two-year update on their 10-year long range plan for transportation projects. Priority points across the state have been approved. Mr. MacLeod informed the Executive Committee that 36 of the 40 roads damaged in the recent unnamed storm in Brunswick County have been repaired. Mr. MacLeod informed the Executive Committee that the flood mitigation assistance grant continues and that the Local Government Services is currently working on a number of projects and trainings with

the CFCOG members. Mr. Serkin relayed positive feedback from the Village of Bald Head Island on a training that Mr. MacLeod recently facilitated for them. Discussion ensued. There were no questions. No action required. No action was taken.

Before Ms. Brick presented the Workforce Development report she acknowledged and thank Mr. Forte for his dedication to the region during and after the unnamed storm. Ms. Brick informed the Executive Committee that the Workforce Development staff attended a conference last week in Greensboro and that each of the staff members were presenters at the conference and two of the CFWDB members participated on a panel. Ms. Brick informed the Executive Committee of multiple trainings and events. The NCWorks Commission is recognizing the Cape Fear Workforce Development for the recent development and certified career pathway on advanced manufacturing. Workforce Development has been fielding calls from partners in the western portion of the state devastated by Hurricane Helene. There were no questions or comments. No action required.

7. Chairman and Member Comments

Mr. Forte recommended members use the WebEOC for expenditures due to the unnamed storm for FEMA declaration. Mr. Forte acknowledged and thanked Ms. Newton for her service on the Executive Committee on her last meeting on the committee. Mr. Forte informed all he attended at the North Carolina County Commissioners meeting in Greensboro where the subject of the recovery for Western North Carolina was a priority topic and that recovery will take years. Discussion ensued. No action required.

8. Closed Session

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

Ms. Batts and Ms. Newton left the meeting at the closed session

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

Motion by Mr. Grate, seconded by Ms. Bozeman to approve the awarding of 2.5% merit increase to Mr. Serkin's pay effective November 1, 2024, carried unanimously. *Ayes: Mr. Barbee, Ms. Bozeman, Mr. Forte, Mr. Grate, and Mr. Rivenbark. Nays: None. Absent: Ms. Batts, Mr. Coleman, Ms. Dawson, and Ms. Newton.*

9. Adjournment

Mr. Grate motioned to adjourn the meeting. Mr. Forte adjourned the meeting at 12:03 PM.

Respectfully submitted,


April D. Radford, Clerk to the Board


Mike Forte, Chairman