

# The Executive Board Agenda

Chairman, Michael Johnson will convene a meeting of the **Centralina COG Board of Delegates on Wednesday, March 11, 2015. A light dinner will be served at 6:00 p.m.** The meeting will be held in the **Catawba Room of the Centralina COG office on the 12<sup>th</sup> floor of the 525 North Tryon Street building.**

Time	Item	Presenter
<b>6:00 p.m.</b>	<b>Dinner</b> <i>Please RSVP to Kelly Weston at <a href="mailto:kweston@centralina.org">kweston@centralina.org</a> or (704) 348-2728 by <b>12:00 p.m. on Monday, March 9</b> so that catering can be arranged.</i>	Kelly Weston
<b>6:30 p.m.</b>	<b>Call to Order, Welcome &amp; Declaration of Quorum</b>	Michael Johnson
	<b>Amendments to the Agenda</b> (if any)	Michael Johnson
<b>Consent Items:</b> <i>Consent agenda items may be considered in one motion and without discussion except for those items removed by a Board member.</i>		
<b>6:35 p.m.</b> <b>Item 1</b> <i>p. 6 - 9</i>	<b>Approval of the Executive Board Minutes from the January 14, 2015 Meeting</b> <i>The minutes of the January 14, 2015 meeting have been sent to all members of the Executive Board and should be approved if correct.</i>  <b>Action/Recommendation:</b> <i>I move to approve the January 14, 2015 Executive Board meeting minutes.</i>	Michael Johnson
<b>Regular Business Items:</b>		
<b>6:45 p.m.</b> <b>Item 2</b> <i>10 minutes</i> <i>p. 10</i>	<b>CONNECT Our Future Update</b> <i>Staff will present the CONNECT tools/resources at the meeting as well as an overview of next steps, which include hosting meetings in 10 NC counties to introduce the tools, understanding current local efforts that align with CONNECT, setting up systems for annual reporting, and developing local action plans for moving forward.</i>  <b>Action/Recommendation:</b> <i>Direct staff to proceed with CONNECT implementation plan as approved.</i>	Sushil Nepal
<b>7:00 p.m.</b> <b>Item 3</b> <i>15 minutes</i> <i>p. 11</i>	<b>Volunteer Transportation Services Program Update</b> <i>The purpose of this presentation is to provide an update to the CCOG Board regarding the progress of the Volunteer Transportation Services (VTS) program as well as to seek support in raising the mandatory 50% local match for the NCDOT 5310 funding. CCOG applied for 5310 grant funding for FY16 from the North Carolina Department of Transportation to continue the VTS program. The full annual operating budget is \$157,233.00 and the program requires a 50% local match (\$78,617.00). The 50% match is an unexpected increase from 20%, effective when the program was initiated in the current fiscal year.</i>  <b>Action/Recommendation:</b> <i>Review status of Volunteer Transportation Services (VTS) implementation and funding. Direct Executive Director to notify VTS Board that program will be terminated if funding gap is not closed by June 30, 2015.</i>	Katie Kutcher
<b>7:10 p.m.</b> <b>Item 4</b> <i>10 minutes</i> <i>p. 12 - 16</i>	<b>Aging Program Match Payments</b> <i>Centralina COG's Executive Director has discussed with each County Manager a request to pay the match for county-based aging programs separately and in addition to membership dues paid by the counties. This request is in response to the financial stress federal and state funding and reimbursement for administrative costs related to these programs has placed on Centralina.</i>  <i>No commitments to pay the match were sought or provided at that time. The intention of the discussions was to forecast the request.</i>  <i>It is proposed that a bill will be sent late June of each year. The payment would be payable in the following fiscal year but would reflect the match required for the prior</i>	Jim Prosser

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	<p><i>fiscal year. This procedure allows Centralina to reflect the cost based on audited expenses.</i></p> <p><b>Action/Recommendation:</b> <i>Authorize the staff to request match payments for aging programs from county governments.</i></p>																																																				
<p><b>7:20 p.m.</b> <b>Item 5</b> 10 minutes p. 17 - 24</p>	<p><b>Lumina Foundation Grant Update</b> <i>CCOG officially submitted an application to the Lumina Foundation on October 14th, 2014 for the Lumina Goal 2025 Community Partnership Attainment Program. This national Lumina Goal is to increase the proportion of Americans with high-quality postsecondary degrees and credentials to 60% by 2025. The grant opportunity was offered by invitation only from the Lumina Foundation in part due to recognition of the Jobs, Workforce &amp; Education Alignment Strategy that was a component of the Prosperity for Greater Charlotte Report. Seventy-five metros across the US will be involved in this national Lumina initiative.</i></p> <p><i>This grant award of \$120,000 over a two year period will help address a critical gap in career pathways awareness to support the region's growing workforce needs within our targeted industry clusters and other sectors of the economy.</i></p> <p><b>Action/Recommendation:</b> <i>Authorize staff to proceed with Lumina grant implementation.</i></p>	<p>Mike Manis</p>																																																			
<p><b>7:30 p.m.</b> <b>Item 6</b> 10 minutes p. 25 - 28</p>	<p><b>Proposed Amendment to the Operating Budget for Fiscal Year Ended June 30, 2015</b> <i>It is recommended that the Board of Delegates of Centralina COG approve the following amendment to the Centralina COG Annual Operating Budget Ordinance for the fiscal year ending June 30, 2015:</i></p> <p><i>To amend the Operating Budget, the revenues are to be changed as follows:</i></p> <table data-bbox="391 1234 1203 1507"> <thead> <tr> <th></th> <th style="text-align: right;"><u>Increase</u></th> <th style="text-align: right;"><u>Decrease</u></th> </tr> </thead> <tbody> <tr> <td><i>Federal Grants</i></td> <td style="text-align: right;"><i>\$10,943</i></td> <td></td> </tr> <tr> <td><i>State Grants</i></td> <td></td> <td style="text-align: right;"><i>\$93,224</i></td> </tr> <tr> <td><i>Technical Assistance Revenue</i></td> <td style="text-align: right;"><i>\$ 8,957</i></td> <td></td> </tr> <tr> <td><i>Contracts</i></td> <td></td> <td style="text-align: right;"><i>\$ 1,947</i></td> </tr> <tr> <td><i>Program Revenue</i></td> <td style="text-align: right;"><u><i>\$ 9,450</i></u></td> <td style="text-align: right;"><u><i>\$95,171</i></u></td> </tr> <tr> <td></td> <td style="text-align: right;"><i>\$29,350</i></td> <td style="text-align: right;"><i>\$95,171</i></td> </tr> <tr> <td></td> <td style="text-align: right;"><i>Net Decrease</i></td> <td style="text-align: right;"><u><i>\$65,821</i></u></td> </tr> </tbody> </table> <p><i>To amend the Operating Budget, the expenditures are to be changed as follows:</i></p> <table data-bbox="391 1602 1203 1875"> <thead> <tr> <th></th> <th style="text-align: right;"><u>Increase</u></th> <th style="text-align: right;"><u>Decrease</u></th> </tr> </thead> <tbody> <tr> <td><i>General Governance</i></td> <td style="text-align: right;"><i>\$ 36,970</i></td> <td></td> </tr> <tr> <td><i>CONNECT Sustainable Communities</i></td> <td></td> <td style="text-align: right;"><i>\$312,022</i></td> </tr> <tr> <td><i>Information Technology Division</i></td> <td></td> <td style="text-align: right;"><i>\$ 17,898</i></td> </tr> <tr> <td><i>Community and Economic Development</i></td> <td style="text-align: right;"><i>\$ 22,105</i></td> <td></td> </tr> <tr> <td><i>Planning Administration</i></td> <td style="text-align: right;"><i>\$ 27,087</i></td> <td></td> </tr> <tr> <td><i>Area Agency on Aging</i></td> <td style="text-align: right;"><i>\$336,082</i></td> <td></td> </tr> <tr> <td><i>Workforce Development</i></td> <td style="text-align: right;"><u><i>\$422,244</i></u></td> <td style="text-align: right;"><u><i>\$116,564</i></u></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;"><i>\$488,065</i></td> </tr> </tbody> </table>		<u>Increase</u>	<u>Decrease</u>	<i>Federal Grants</i>	<i>\$10,943</i>		<i>State Grants</i>		<i>\$93,224</i>	<i>Technical Assistance Revenue</i>	<i>\$ 8,957</i>		<i>Contracts</i>		<i>\$ 1,947</i>	<i>Program Revenue</i>	<u><i>\$ 9,450</i></u>	<u><i>\$95,171</i></u>		<i>\$29,350</i>	<i>\$95,171</i>		<i>Net Decrease</i>	<u><i>\$65,821</i></u>		<u>Increase</u>	<u>Decrease</u>	<i>General Governance</i>	<i>\$ 36,970</i>		<i>CONNECT Sustainable Communities</i>		<i>\$312,022</i>	<i>Information Technology Division</i>		<i>\$ 17,898</i>	<i>Community and Economic Development</i>	<i>\$ 22,105</i>		<i>Planning Administration</i>	<i>\$ 27,087</i>		<i>Area Agency on Aging</i>	<i>\$336,082</i>		<i>Workforce Development</i>	<u><i>\$422,244</i></u>	<u><i>\$116,564</i></u>			<i>\$488,065</i>	<p>Tonya Frye</p>
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	<p style="text-align: right;"><i>Net Decrease</i>    <u>\$65,821</u></p> <p><i>The budget is amended to reflect grants and Board-directed initiatives awarded and administered since August 2014 and the adjustment to the indirect cost rate. The net effect of the grant revenue for the CONNECT Sustainable Communities initiative, the Area Agency on Aging programs and Workforce Development programs is reflected in the adjustments to federal and state grants. The budget shows a slight increase in technical assistance revenue and a reduction in contract revenue to reflect the amount awarded. The increase in program revenue is associated with a study sponsored by the Centers for Medicare and Medicaid Services to collect information on the health and well-being of Medicare clients who participate in health workshops that Centralina COG conducts.</i></p> <p><i>The expenditures are adjusted as follows:</i></p> <ul style="list-style-type: none"> <li>• <b>General Governance and Indirect Costs Representation:</b> Expenditures are increased to accommodate a full-time office administrator and administration of the regional managers' group activity.</li> <li>• <b>CONNECT Sustainable Communities:</b> Expenditures are decreased to align with grant funding and close-out activities. See the attached report detailing this budget adjustment.</li> <li>• <b>Information Technology Division:</b> Due to retirement, personnel costs are reduced. The budget includes funding to outsource information technology services.</li> <li>• <b>Community and Economic Development:</b> Expenditures are increased to include contractual services for the Investment in Manufacturing Communities Partnership grant and personnel costs for the newly awarded Lumina grant.</li> <li>• <b>Planning Administration:</b> The increase in expenditures is due to the adjustment in the indirect cost rate.</li> <li>• <b>Area Agency on Aging:</b> The increase in this area is due primarily to the award of a second Senior Community Service Employment Program (SCSEP) grant of forty-five slots, more than doubling the SCSEP program participants placed by Centralina COG.</li> <li>• <b>Workforce Development:</b> The expenditures decreased due to staff vacancies and a reduction in direct expenses.</li> </ul> <p><i>Management requests that the Board amend the operating budget to reflect these changes to revenue and expenditures.</i></p> <p><b>Action/Recommendation:</b> I move to amend the Centralina COG Annual Operating Budget Ordinance in the amount of a \$65,821 reduction as outlined to a budget of \$6,548,015.</p>	
<p><b>7:40 p.m.</b> <b>Item 7</b> 10 minutes p. 29 - 33</p>	<p><b>Report of Financial Activity for the Period Ending January 31, 2015</b></p> <p><i>The Statement of Activities for the period ending January 31, 2015 reflects the expenditures incurred and revenue earned through 58% of the fiscal year. The federal and state grant revenue and the technical assistance revenue are in line with the budget to date.</i></p> <p><i>The program revenue budget includes a \$96,000 grant that was not awarded and match related to the Senior Community Service Employment Program (SCSEP). The \$96,000 grant was removed from the budget in the recommended March 11, 2015 budget amendment. Management is in the process of pursuing match for the SCSEP (as discussed in conjunction with Aging programs match).</i></p>	<p>Tonya Frye</p>

# The Executive Board Agenda

Time	Item	Presenter
	<p><i>All other revenue budget variances are reasonable or immaterial.</i></p> <p><i>The expenditures for General Governance, Information Technology, Community and Economic Development, Planning Administration, and the Area Agency on Aging are slightly over budget, but are not of concern. The expenditures are less than the year-to-date recommended March 11, 2015 amended budget for Community and Economic Development, Planning Administration, and the Area Agency on Aging.</i></p> <p><i>The majority of the CONNECT Sustainable Communities Initiative budget will be expended through February 2015, so timing is the primary reason this functional expenditure is over budget.</i></p> <p><i>All other expenditure budget variances are reasonable or immaterial.</i></p> <p><i>The report includes approximately \$176,000 in unfunded expenditures for CONNECT-related close-out activities. See the attached reconciliation of the grant award to actual expenditures through January 31, 2015.</i></p> <p><i>The Financial Risk Analysis is a conservative evaluation of the current year operating budget. The Budget section reflects the approved operating budget and the Actual section reflects anticipated expenditures and secured/committed revenues. Currently, the projected expenditures exceed projected revenues by \$473,713. The reduction in the gap (from the January 2015 amount of \$542,018) is the result of additional technical assistance projects and a reduction in expenditures. Management is reviewing this gap regularly to ensure that the Council is progressing toward meeting revenue goals or making necessary adjustments to expenditures.</i></p> <p><i>Management is meeting with the budget managers and the Board’s audit committee to evaluate the financial status and provide recommendations for adjustments. Management proposes a budget amendment to the operating budget to more accurately reflect financial awards.</i></p> <p><b>Action/Recommendation:</b> <i>For information and discussion purposes.</i></p>	
<p><b>7:50 p.m.</b> <b>Item 8</b> 10 minutes p. 34</p>	<p><b>Report on CCOG Office Space Lease</b> <i>The lease for the office space occupied by CCOG expires in May 2018. This is a “binding” lease and there would likely be termination cost if we attempted to terminate prior to May 2018. Board members have expressed interest in exploring options to the current facilities for several reasons including cost savings, easier building access, parking cost and inconvenience and space more accommodating to our members. Timing to prepare options is important. Other COGs have recently either built or remodeled facilities and report the time required for either option typically takes about two years after a decision to proceed with new or remodeled facilities is made. That would indicate that we would need to prepare options for final action by the Board by May 2016. The planning time to develop program requirements (how much and what type of building we need), location, cost and financing options would require about one year. To facilitate a process that would provide the Board with appropriate data to support their decision, it would be best to establish a committee including Board Members to guide this process. Even if a decision is ultimately made to renew the lease in May 2018, securing information regarding options will improve the decision process.</i></p>	<p>Jim Prosser</p>

# The Executive Board Agenda

Time	Item	Presenter
	<p><b>Action/Recommendation:</b> <i>Identify Board Members (and potentially others) to guide the process regarding options for CCOG office space.</i></p>	
<p><b>8:00 p.m.</b> <b>Item 9</b> 15 minutes p. 35</p>	<p><b>Discussion on Potential Use of Government Consultant Services</b> <i>Centralina’s strategic initiatives require increased coordination with federal and state elected officials and staff. Some organizations engage outside government consulting services to support this work. These consulting services assist in communications with federal and state staff locally and in Washington, DC. They typically provide resources that assist with securing grants and technical advice and related services. Their ability to maintain regular contact with portions of the federal and state government (including elected officials and staff) enable the client organization to access information, resources and support more quickly. In addition, these organizations can enable our members (especially elected officials) to be more productive in managing time needed to communicate with federal and state elected officials and staff.</i></p> <p><b>Action/Recommendation:</b> <i>Discuss potential use of government consulting services.</i></p>	Michael Johnson
10 minutes	<b>Comments from the Executive Board</b>	Board Members
5 minutes	<b>Comments from the Chair</b>	Michael Johnson
5 minutes	<b>Comments from the Executive Director</b>	Jim Prosser
	<b>Adjournment</b>	Michael Johnson

Centralina Council of Governments complies with the Americans with Disabilities Act (ADA), which prohibits discrimination on the basis of disability. Centralina Council of Governments will make reasonable accommodations in all programs/services to enable participation by an individual with a disability who meets essential eligibility requirements. Centralina Council of Governments’ programs will be available in the most integrated setting for each individual. If any accommodations are necessary for participation, please contact the Clerk to the Board, 525 North Tryon Street, 12<sup>th</sup> Floor, Charlotte, NC 28202, phone (704) 348-2728. Please allow 72 hours advance notice for preparation. Visit our website: [www.centralina.org](http://www.centralina.org).



Centralina Council of Governments

**Item 1**



**Executive Board Minutes**

**January 14, 2015**

<b>Officers Present</b>	<b>Delegates Present</b>	<b>Delegates Not Present</b>	<b>Centralina Staff</b>
Michael Johnson, Chair Sarah McAulay, Vice-Chair Patsy Kinsey, Secretary	Will Cauthen Warren Chapman Bobby Compton Bill Feather Martha Sue Hall Devin Rhyne Jerry Simpson Jarvis Woodburn <b><u>Via Phone:</u></b> Martin Oakes  <b><u>Other Delegates:</u></b> Joe Pata Liz Poole	Joe Carpenter George Dunlap Lyndell Ingram Gene McIntyre	Jim Prosser Vicki Bott Tonya Frye Blair Israel Katie Kutcher Debi Lee Linda Miller Michelle Nance Sushil Nepal Jason Wager Kelly Weston <b><u>Guest Presenter:</u></b> Barry Gullet

**Open and Welcome:**

Chair Michael Johnson called the meeting to order at 6:31 p.m. The Clerk to the Board noted that a quorum was present. Chair Johnson welcomed Liz Poole, Cabarrus County, and Joe Pata, Matthews, who were in attendance. He also welcomed Martin Oakes, Lincoln County, who was attending the meeting via phone.

**Amendments to the Agenda:**

Chair Johnson pointed out several changes to the agenda, including the removal of Joel Randolph from the list of Centralina Economic Development Commission appointments and the addition of Greg Edds in Item 2; revised motions for Items 3, 4, and 6 that indicating that the Executive Board is recommending approval of the items by the Board of Delegates; and amended language in the resolution for Item 8 supporting the Catawba-Wateree River Basin Water Supply Master Plan.

Commissioner Jerry Simpson made a motion to approve the Consent Agenda and the amendments. Council Member Martha Sue Hall seconded the motion and it was carried unanimously.

**3. Amendment to the Centralina COG Fiscal Year 2015-2016 Annual Operating Budget Ordinance**

**4. Amendment to the Centralina COG Fiscal Year 2015-2016 Grant Projects Budget Ordinance**

Tonya Frye, Chief Financial Officer, gave the staff presentation on Items 3 and 4.

*Mayor Bill Feather and Commissioner Jarvis Woodburn entered the meeting at 6:40 p.m.*

Chair Johnson noted that CCOG must have a budget in place by April 15, 2015.

Jim Prosser, Executive Director, added that CCOG is waiting to receive amounts from the state and federal government to include in the proposed budget.

Chair Johnson called for separate motions on Items 3 and 4.

Vice Chair Sarah McAulay made a motion to recommend to the Board of Delegates the Fiscal Year 2015-2016 Centralina COG annual operating budget ordinance proposal in the amount of \$5,062,901. Mayor Pro Tem Will Cauthen seconded the motion and it was carried unanimously.

Vice Chair McAulay made a motion to recommend to the Board of Delegates adoption of the Fiscal Year 2015-2016 Centralina COG grant projects budget ordinance in the amount of \$15,515,628. Mayor Pro Tem Cauthen seconded the motion and it was carried unanimously.

**5. CCOG Financial Statement Review**

Ms. Frye gave the staff presentation on this item.

In response to Vice Chair McAulay's question, Mr. Prosser explained that the state does not require CCOG to maintain a set fund balance level.

In response to Commissioner Woodburn's question, Mr. Prosser stated that CCOG can operate in the red with a fund balance.

In response to Mayor Feather's question, Mr. Prosser explained that the Board of Delegates did not approve a set amount for legal fees for the CabAire lawsuit, but current expenditures for the case are close to \$100,000.

Chair Johnson noted that the Investing in Manufacturing Communities Partnership is one of the best projects CCOG has undertaken. He added that the agency must engage private sector funds.

Mayor Feather made a motion to use an 8% fund balance reserve as a red flag. Council Member Hall seconded the motion. The motion passed on a vote of ten in favor and two opposed. Those voting in opposition to the motion were Commissioner Compton and Council Member Kinsey.

Mayor Feather requested monthly financial reports.

**6. Membership Assessment Rate for Fiscal Year 2015-2016**

Ms. Frye gave the staff presentation on this item.

Council Member Hall made a motion to recommend to the Board of Delegates to set the assessment rate for Fiscal Year 2015-2016 at \$0.24 per capita with a minimum assessment amount of \$750 per member. Commissioner Woodburn seconded the motion and it was carried unanimously.

**7. Legislative Update**

Mr. Prosser recognized Michelle Nance, Planning Director, for comments.

Ms. Nance noted that the North Carolina Bar Association (NCBA) has brought forth changes to the state's building statute.

Council Member Hall requested a copy of the changes proposed by the NCBA.

Mr. Prosser continued, noting that the elimination of historic tax credits has affected a number of local communities.

Vice Chair McAulay noted that the North Carolina Metropolitan Mayors Coalition proposed restoring historic tax credits. She added that the tax credits can be used as an economic development tool for rehabilitating areas such as downtown Huntersville.



**8. Resolution to Support the Catawba-Wateree River Basin Water Supply Master Plan**

Chair Johnson read aloud an email from Commissioner Oakes expressing concerns about the Master Plan. He noted that staff gave presentations on the Plan at the September 10, 2014 Executive Board meeting and the October 8, 2014 Board of Delegates meeting.

Jason Wager, Planning Program Supervisor – Sustainability, gave the staff presentation on this item.

In response to Council Member Hall’s question, Barry Gullet, Catawba-Wateree Water Management Group Chair, noted that Charlotte, Mooresville, Statesville, Belmont, and Mount Holly are among the communities who have approved resolutions supporting the Plan.

Council Member Hall made a motion to approve recommending adoption of the resolution of support for this Plan by the Board of Delegates at its February 11, 2015 meeting. The motion carried on a vote of 11 in favor and one opposed. Commissioner Oakes voted in opposition.

**9. Regional Water Strategy Update**

Mr. Wager gave the staff presentation on this item.

Council Member Hall requested that staff ask former Commissioner Lindsey Dunevant to remain on the Thought Leaders group. She also requested that staff provide the Board of Delegates with a one-page summary of the Regional Water Resource Planning Project.

Chair Johnson requested a comparison of the Catawba-Wateree Water Supply Master Plan and the Yadkin-Pee Dee plan.

**10. Feedback on Quorum Efforts for February Board of Delegates Meeting**

Vicki Bott, Grants Development Director, gave the staff presentation on this item.

Secretary Kinsey made a motion resolving a) that members of the Executive Board are urged to commit to prompt RSVP’ing to the CCOG Clerk’s Annual Meeting notice regarding their and their Alternate’s attendance; b) that the Executive Board organize itself by County Areas for a 3-week campaign of personal outreach to non-Executive Board Delegates requesting that those Delegates undertake two commitments: (1) seek to ensure that their jurisdiction is represented at the Annual meeting by either themselves or their Alternate; and (2) provide a prompt RSVP to the CCOG Clerk upon receipt of the Annual Meeting notice for both themselves and their Alternate(s); and c) that the County Area team leaders report results of those efforts to the CCOG Clerk by February 4, 2015. Mayor Pro Tem Cauthen seconded the motion and it was carried unanimously.

**11. CCOG Annual Conference Debriefing**

Ms. Bott gave the staff presentation on this item.

Secretary Kinsey, Mayor Pro Tem Cauthen, and Commissioner Compton expressed concern about holding the Conference in December, noting the month is a busy time of year.

In response to Commissioner Compton’s question, Ms. Bott noted that the 2014 Conference was able to break even using \$7,000 of Centralina Foundation funds.

Vice Chair McAulay made a motion to hold the 2015 CCOG Conference on the first available date following the Thanksgiving holiday. Commissioner Compton seconded the motion and it was carried unanimously.

**12. Set Date for November 2015 Executive Board Meeting**

Kelly Weston, Executive Assistant/Clerk to the Board, gave the staff presentation on this item. She explained that because the second Wednesday of November is Veteran's Day and CCOG offices are traditionally closed on that holiday, the Board is being asked to select an alternate date for its November 2015 meeting.

Council Member Hall made a motion to set Tuesday, November 17, 2015 as the date for the Executive Board's November meeting. Commissioner Simpson seconded the motion and it was carried unanimously.

**Comments from the Executive Board**

There were no comments from the Executive Board.

**Comments from the Chair**

Chair Johnson noted that there will be a presentation of the final CONNECT product to the region's state legislative delegation. He also asked Board members to ask the Accounts Payable departments in their communities to turn in Freight Study contributions as soon as possible.

**Comments from the Executive Director**

Mr. Prosser thanked the Board for a good discussion on CCOG's business model. He added that the organization has the products and services to accomplish the Board's purposes with the support of its members.

**Adjournment**

Seeing that no further business was to be discussed, Chair Johnson adjourned the meeting at 8:46 p.m.

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Centralina Council of Governments

**Item 2**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Michelle Nance	<b>Presentation Time (est.):</b>	10 minutes			
<b>Presenter at meeting:</b>	Sushil Nepal	<b>Phone Number/Ext:</b>	(704) 688-6509			
		<b>Email:</b>	<a href="mailto:snepal@centralina.org">snepal@centralina.org</a>			
<b>Alternate Contact Person:</b>	Michelle Nance	<b>Phone Number/Ext:</b>	(704) 348-2709			
		<b>Email:</b>	<a href="mailto:mnance@centralina.org">mnance@centralina.org</a>			
<b>Submitting Department:</b>	CONNECT Our Future	<b>Department Head Approval:</b>				
<b>Description of Agenda Item:</b>						
CONNECT Our Future – Preview of tools/resources available to member governments and next steps. Seek input from Board on implementation plan.						
<b>Background &amp; Basis of Recommendations:</b>						
<p>Over the past three years, the CONNECT Our Future process was guided by a 94 member public-private Consortium and leadership of two regional councils (Centralina COG and Catawba Regional COG) to help us better prepare for the projected population growth in our region.</p> <p>The publicly-driven process engaged over 8,400 residents to create a Regional Growth Framework, including top growth priorities, a preferred growth concept map, and a toolkit for local governments.</p> <p>The CONNECT Our Future Regional Growth Framework includes over 70 tools and strategies to help us realize the vision created by residents in the 14-county region. These tools are available in a magazine-style report and interactive website.</p> <p>Staff will present the tools/resources at the meeting as well as an overview of next steps, which include hosting meetings in 10 NC counties to introduce the tools, understanding current local efforts that align with CONNECT, setting up systems for annual reporting, and developing local action plans for moving forward.</p>						
<b>Action / Recommendation:</b>						
Direct staff to proceed with CONNECT implementation plan as approved, including changes directed by Board.						
<b>Time Sensitivity (none or explain):</b>	None					
<b>Budget Impact (if applicable):</b>	None					
<b>List of Attachments (if any):</b>	None					



Centralina Council of Governments

**Item 3**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>	<b>Regular:</b>	X
<b>Submitting Person:</b>	Katie Kutcher	<b>Presentation Time (est.):</b>	15 minutes		
<b>Presenter at meeting:</b>	Katie Kutcher	<b>Phone Number/Ext:</b>	704-348-2705		
		<b>Email:</b>	<a href="mailto:kkutcher@centralina.org">kkutcher@centralina.org</a>		
<b>Alternate Contact Person:</b>		<b>Phone Number/Ext:</b>			
		<b>Email:</b>			
<b>Submitting Department:</b>	<b>Aging</b>	<b>Department Head Approval:</b>	<b>Linda Miller</b>		
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>					
Review status of Volunteer Transportation Services (VTS) implementation and funding. Authorize Executive Director to notify VTS Board that program will be terminated if funding gap is not closed by June 30, 2015.					
<b>Description of Agenda Item:</b>					
The purpose of this presentation is to provide an update to the CCOG Board regarding the progress of the VTS program as well as to seek support in raising the mandatory 50% local match for the NCDOT 5310 funding. CCOG applied for 5310 grant funding for FY16 from NCDOT to continue the VTS program. The full annual operating budget is \$157,233.00 and the program requires a 50% local match (\$78,617.00). The 50% match is an unexpected increase from 20%, effective when the program was initiated in the current fiscal year.					
<b>Background &amp; Basis of Recommendations:</b>					
For years, transportation has been identified as an unmet need for older adults, people with disabilities and veterans. While there are existing transportation services, funds have decreased as much as 15% in recent years. In addition, many existing transportation services have eligibility criteria that exclude many individuals from using the service based on the individual or the trip type. Examples include Medicaid transportation or HCCBG transportation or services that may only provide medical transportation.					
VTS was developed to provide transportation to older adults, people with disabilities and veterans who do not qualify or cannot access existing services in the Centralina Region through a network of certified volunteers as a response to recommendations by the Mobility Management Study conducted in the Centralina Region in 2013. VTS utilizes a network of certified volunteers to provide rides to older adults, people with disabilities and veterans in their personal vehicles. Volunteers are covered by supplemental insurance coverage through the VTS program and are eligible for mileage reimbursement. VTS reflects a grassroots effort to fill transportation gaps for those who do not qualify for existing services and relies on the help of volunteers from faith-based community groups, civic clubs and organizations, private companies, and government agencies to ensure the success of the program. The program has been very well received in the community and VTS is nearing 100 completed trips for the region.					
<b>Action / Recommendation:</b>					
Review status of Volunteer Transportation Services (VTS) implementation and funding. Direct Executive Director to notify VTS Board that program will be terminated if funding gap is not closed by June 30, 2015.					
<b>Time Sensitivity</b> <i>(none or explain):</i>	This is very time sensitive. VTS must raise \$78,617 by the end of June 2015.				
<b>Budget Impact</b> <i>(if applicable):</i>	\$78,617 is the required 50% match for the NCDOT 5310 grant funding for VTS. The full FY16 Annual Operating Budget is \$157,233.00.				
<b>List of Attachments</b> <i>(if any):</i>	None				



Centralina Council of Governments

**Item 4**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>	<b>Regular:</b>	X
<b>Submitting Person:</b>	Jim Prosser	<b>Presentation Time (est.):</b>	10 minutes		
<b>Presenter at meeting:</b>	Jim Prosser	<b>Phone Number/Ext:</b>	704-348-2703		
		<b>Email:</b>	<a href="mailto:jprosser@centralina.org">jprosser@centralina.org</a>		
<b>Alternate Contact Person:</b>		<b>Phone Number/Ext:</b>			
		<b>Email:</b>			
<b>Submitting Department:</b>	Executive	<b>Department Head Approval:</b>			
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>					
Authorize request for aging program match payment from county members.					
<b>Description of Agenda Item:</b>					
<p>Changes to federal and state funding and reimbursement for administrative costs related to county-based aging programs have placed significant financial stress on Centralina COG. Over the years, Centralina has also increased the number of direct programs administered to the counties which they no longer provide themselves (for example, the Senior Community Services Employment Program). For the last completed fiscal year (ending June 30, 2014) the programs required a match of \$174,934. This match was paid from member dues. The total amount of member dues for the same period was \$759,278.</p> <p>As each county receives multiple direct services from Centralina to residents residing in that county, the Executive Director has discussed with each of the County Managers to forecast a request that the match for the aging programs be paid separately and in addition to the dues paid by the counties. In addition to the individual discussions, a letter forecasting this requested payment has been sent to each County Manager. Communications have clearly stated that continued participation as members in Centralina is of paramount importance and if the payment of the aging program match is not feasible then we will discuss other options to recover the match.</p> <p>No commitments to pay the match were sought or provided at that time. The intention of the discussions was to forecast the request.</p> <p>It is proposed that a bill will be sent late June of each year. The payment would be payable in the following fiscal year but would reflect the match required for the prior fiscal year. This procedure allows Centralina to reflect the cost based on audited expenses.</p>					
<b>Background &amp; Basis of Recommendations:</b>					
<p>On a national basis, most Council of Governments (COG) receive financial support by either (or both) state funding or by serving as the Metropolitan Planning Organization. Neither of these options is available for Centralina COG. At one time the State did provide planning funding - \$50,000 annually to each COG regardless of size. This amount was initially reduced to \$20,000 and was eliminated two years ago. Continued changes to funding programs have reduced funding for regional planning activities including work in economic development, transportation, water resources and technical assistance to member governments.</p> <p>The match request is based on the premise that each of the aging programs are provided as contract services within each county. The match is based upon the specific amount identified by the State of North Carolina.</p>					
<b>Action / Recommendation:</b>					
Authorize the staff to request match payments for aging programs from county governments.					
<b>Time Sensitivity</b>	It is proposed that the aging program match bills be sent in June.				





<b>Budget Impact</b>	Approval of this request would produce revenue to cover up to \$174,934 of current year expenses.
<b>List of Attachments</b> <i>(if any):</i>	<ol style="list-style-type: none"><li>1. Sample letter to counties</li><li>2. Spreadsheet with match requirement by county.</li></ol>

**County Aging Program Match**

<b>County</b>	<b>Ombudsman</b>	<b>P&amp;A</b>	<b>Elder Abuse</b>	<b>DP/HP</b>	<b>Total</b>
Anson	760.60	1,346.59	30.23	91.18	2,228.60
Cabarrus	5,964.13	10,559.08	237.05	714.93	17,475.20
Gaston	7,883.92	13,957.93	313.36	945.06	23,100.27
Iredell	5,803.24	10,274.23	230.66	695.65	17,003.77
Lincoln	2,570.68	4,551.22	102.18	308.15	7,532.23
Mecklenburg	22,521.83	39,873.32	895.16	2,699.74	65,990.05
Rowan	6,998.99	12,391.22	278.18	838.99	20,507.38
Stanly	2,417.10	4,279.31	96.07	289.74	7,082.23
Union	4,783.01	8,467.98	190.11	573.35	14,014.45
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	59,703.50	105,700.87	2,373.00	7,156.80	174,934.17



[County Manager]  
[Address]

Dear [Name]:

Centralina Council of Governments (CCOG) would like to request your support for changes in how the match is funded for Aging Service programs within your County. These programs include Ombudsman Services, Aging Services Planning and Administration, Elder Abuse, Disease Prevention and Health Promotion and Senior Community Services Employment Program funded through Senior Services America and/or the NC Division of Aging and Adult Services (including payroll processing costs).

In the past, the Centralina COG has paid the match for the Aging Service Programs from your annual dues contribution. However, the cumulative impact of changes occurring at the federal, state and regional level necessitates that we now consider direct billing for the match for Aging Service Programs.

Factors which now require us to directly bill for Aging Service Programs match include:

- Reduction of federal and state reimbursement for our costs to administer these programs;
- Increased activity levels and costs required to fulfill our obligations to manage these programs in the counties; and
- Development of other programs and services supporting regional systems (including Workforce and Economic Development, Transportation and Water) that require support from the current dues structure. (See the attachment for examples of specific program efforts and accomplishments.)

We are asking for your support as we move forward and want your county to have the opportunity to plan for these alterations as you prepare your upcoming fiscal year budget. We are proposing that adjustments to the billing changes be reflected in the next budget year.

As a reminder, we normally provide the notice of dues in March of each year for your use in budget preparations for the upcoming budget year. Invoices are then sent in July of each year. The calculation for funding the match required for Aging Service Programs provided to your County by Centralina Area Agency on Aging will be based upon our latest available audit reports. We are planning to follow this

**525 North Tryon Street – 12<sup>th</sup> Floor**  
**Charlotte, North Carolina 28202**  
**Phone: 704-372-2416 Fax: 704-347-4710**  
[www.centralina.org](http://www.centralina.org)

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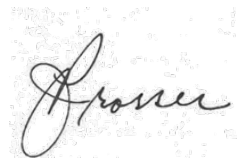
same process for the match for Senior Community Service Employment Program (SCSEP) funds. Counties that receive SCSEP funds are billed separately; however, the associated match is reflected in the attached table to show a complete picture of funding for the Aging related programs.

Because Aging Programs are administered at the county level, this newly proposed billing adjustment will only impact counties. Other information of interest includes the following:

Your County Dues	
Your County Match	
Total Member Dues	726,252.00
Portion of total dues paid by Counties	396,539.00
Aging Program match	265,658.59
Balance available to support regional systems impacting counties and cities	460,593.41

Your membership to our organization is of paramount importance to us. If it is your determination that these changes cannot be reasonably accommodated, please let us know so we can discuss options to address this issue. Furthermore, I would be pleased to discuss any aspects of this proposal with you or others within your organization upon your request.

Thank you again for your support of Centralina Council of Governments.



Jim Prosser, ICMA-CM  
Executive Director, CCOG

Enclosure




Centralina Council of Governments

**Item 5**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b> X
<b>Submitting Person:</b>	Mike Manis	<b>Presentation Time (est.):</b>	10 minutes		
<b>Presenter at meeting:</b>	Mike Manis	<b>Phone Number/Ext:</b>			
		<b>Email:</b>	<a href="mailto:mmanis@centralina.org">mmanis@centralina.org</a>		
<b>Alternate Contact Person:</b>	Victoria Rittenhouse	<b>Phone Number/Ext:</b>			
		<b>Email:</b>	<a href="mailto:vrittenhouse@centralina.org">vrittenhouse@centralina.org</a>		
<b>Submitting Department:</b>	CEDC	<b>Department Head Approval:</b>			
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>					
Review Lumina Grant background and authorize staff to prepare a stakeholder engagement plan to implement work program.					
<b>Description of Agenda Item:</b>					
Centralina Partnership for Attainment and Career Pathways (“CPACP”) – Lumina Foundation Grant					
<b>Background &amp; Basis of Recommendations:</b>					
<p>Centralina Community and Economic Development Department received interview request and notice of invitation proposal from Lumina Foundation in late September 2014. CCOG officially submitted an application to Lumina Foundation on October 14th, 2014 for the Lumina Goal 2025 Community Partnership Attainment Program. This national Lumina Goal is to increase the proportion of Americans with high-quality postsecondary degrees and credentials to 60% by 2025. The grant opportunity was offered by invitation only from the Lumina Foundation in part due to recognition of the <a href="#">Jobs, Workforce &amp; Education Alignment Strategy</a> that was a component of the <a href="#">Prosperity for Greater Charlotte Report</a>. Seventy-five metros across the US will be involved in this national Lumina initiative.</p> <p>Currently, there is not adequate awareness among students, parents, and adults seeking new careers of the opportunities and educational pathways for skill areas in the region’s high-demand and growing industry sectors that require postsecondary education. This award will help address a critical gap in career pathways awareness to support the region’s growing workforce needs within our targeted industry clusters and other sectors of the economy.</p> <p>Confirmation of selection was received in December 2014 and Mike Manis and Victoria Rittenhouse attended a two-day Lumina Convening of the 75 Metros and the Lumina Partners in Dallas, Texas January 14-15<sup>th</sup>, 2015. The grant will provide \$120,000 over a two year period to pursue strategies to increase our region’s postsecondary attainment and achieve regional goals. The purpose of the Charlotte-Centralina community collaboration is to increase postsecondary attainment by re-engineering communications to address an “interest gap barrier” thereby increasing societal and cultural awareness among students, parents, and adult workers of 21<sup>st</sup> century career opportunities and educational pathways for jobs in the region’s high-demand, high-growth industries that require a variety of post-secondary credentials.</p>					
<b>Action Recommendation:</b>					
Review Lumina Grant background and authorize staff to prepare a stakeholder engagement plan to implement work program.					



<b>Time Sensitivity</b> ( <i>none or explain</i> ):	Immediate direction is required to complete work program on schedule.
<b>Budget Impact</b> ( <i>if applicable</i> ):	N/A
<b>List of Attachments</b> ( <i>if any</i> ):	1. "CPACP Two-page info sheet" 2. Lumina CPA Goal 2025 info sheet

**Purpose.** The Centralina Partnership for Attainment and Career Pathways (“CPACP”) is a community collaboration of the 9-county Centralina region around Charlotte, NC committed to increasing overall postsecondary attainment in the region and to increasing postsecondary attainment for occupations in the region’s high-demand, high-growth industry sectors that require a variety of postsecondary credentials. These sectors – Aerospace, Automotive, Energy, Finance, Health/Biomedical Sciences, and Logistics – depend heavily on core workforce competencies of our region in advanced manufacturing, information technology and engineering.

CPACP’s overarching goals are twofold:

- increase the percent of the population aged 18-55 with post-secondary credentials in skill areas required by the region’s target industry cluster employers, by 25% (2015 to 2020);
- raise overall postsecondary attainment among 25-64 year olds to 60% by 2025.



The region has successfully built many best-in-class systems and programmatic infrastructure, all aimed at aligning educational systems with the talent pipeline for projected in-demand occupations in our targeted industry growth sectors. In fact, the NADO award-winning “Prosperity for Greater Charlotte Report” (2012) included a ground-breaking *Jobs, Workforce and Education Alignment Strategy* that identified improved post-secondary attainment in the region’s target industry clusters as a critical need to support industry growth

and economic development. Our challenge now is to more aggressively promote those careers and pathways. CPACP will help fill this critical need.

**Strategies.** CPACP’s primary strategy for reaching these goals is to address the “Interest Gap” resulting from a lack of societal and cultural awareness of 21<sup>st</sup> century career opportunities and educational pathways for occupations in our high-demand, high-growth industry sectors – sectors and occupations that offer upward mobility and economic ladders with solid career futures. By “Interest Gap”, we mean that students, their parents, and career-changing adult workers do not recognize the many new career pathways in our region’s high-growth sectors as being of interest to them. These career pathways may not fit the traditional models of “blue collar work with a high school diploma” or “white collar work with a 4-year liberal arts or pre-professional degree.”

CPACP aims to reduce the interest gap by re-engineering the communications vehicles and messaging avenues used in our educational, workforce development, economic development, and business engagement systems and programmatic infrastructure.

**Proposed Target populations.** CPACP will address both students (from middle school through college-age, and their parents) and adult returning workers (career-changers); neither by itself will be enough to meet the projected demand over the next decade. The Centralina region is experiencing a widening income inequality and decreased upward mobility for its lowest income residents, as documented by a recent Harvard University study. The region also has a high incidence of Veterans, with Mecklenburg County alone having approximately 54, 300 veterans residing there; the third largest number of Veterans in North Carolina. Nearly 11% served post 9/11 and are



## CENTRALINA PARTNERSHIP for ATTAINMENT and CAREER PATHWAYS

returning to the region with skills that need to be transferred to local career pathways. CPACP will therefore also explore providing focused attention on sub-groups within these two populations:

- students/families in high-poverty schools, and
- veterans.

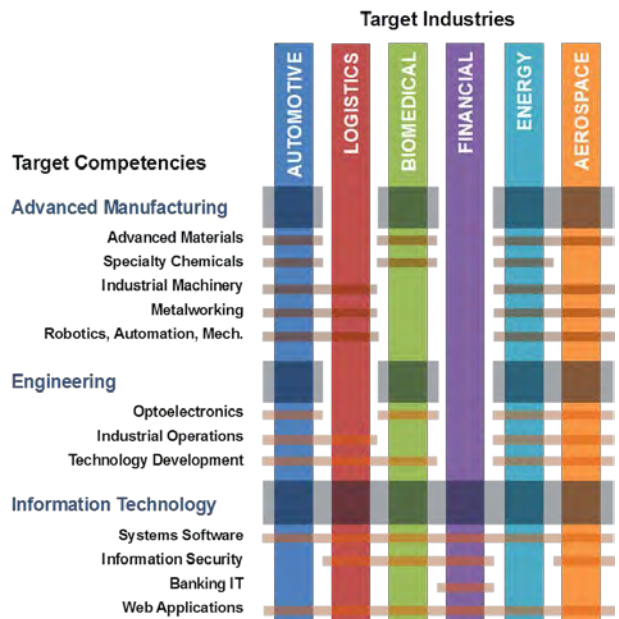
**Partners.** CPACP is a broadly inclusive body open to all organizations committed to improving post-secondary attainment. CPACP partners include Centralina Council of Governments, Centralina Economic Development Commission, Foundation for the Carolinas, Charlotte Works, Centralina Workforce Development Board, UNC Charlotte’s Ventureprise, the region’s community colleges, school systems, local governments, and a host of private sector and non-profit firms. The CPACP Steering Committee, a smaller group of core partners, will guide the CPACP Awareness Initiative. The initial nucleus of the CPACP Steering Committee is the Centralina Comprehensive Economic Development Strategy Advisory Council, which has served as the foundational group for regional efforts linking postsecondary attainment and economic strategies.

The Centralina community collaboration has been coming together in a strategic fashion since 2010 in order to identify problems affecting and to develop strategies to improve the health, welfare, education, and economic conditions of our region’s residents. Many of these initiatives have focused on improving post-secondary attainment while others have laid the groundwork for it or complement it:

- a. “Prosperity for Greater Charlotte” report
- b. Centralina Career Headlight
- c. Investing in Manufacturing Communities Partnership
- d. CONNECT Our Future (Economic Development Work Group)
- e. Partnership for Post-Secondary Success

**Lumina Support.** CPACP is supported by the Lumina Communities Partnership for Attainment, with technical assistance and a \$115,000 two-year grant. Approximately 75 major metropolitan regions from across the country have been invited to participate in this grant program. The goal of the Lumina Foundation is to increase the proportion of Americans with postsecondary degrees to 60% by the year 2025.

**Contact us.** For more information about CPACP, contact Centralina Council of Governments: Victoria Rittenhouse (at 704-688-6502 or [vrittenhouse@centralina.org](mailto:vrittenhouse@centralina.org)) or Mike Manis (at 704-348-2720 or [mmanis@centralina.org](mailto:mmanis@centralina.org)), 525 North Tryon St, 12<sup>th</sup> Floor, Charlotte, NC 28202.



## ABOUT THE COMMUNITY PARTNERSHIP FOR ATTAINMENT

Lumina's Community Partnership for Attainment work aims to **deepen the impact of cross-sector, place-based efforts to increase higher education attainment** in communities and cities across the country. Lumina's mission is to expand access and success in education beyond high school, particularly among adults, first-generation college students, low-income students and students of color. This mission is directed toward reaching Goal 2025—to increase the proportion of Americans with high-quality postsecondary degrees and credentials to 60 percent by the year 2025. To reach an attainment rate of 60 percent by 2025, the nation must produce 62 million high-quality postsecondary credentials, including both college degrees (associate & bachelor's) and certificates that lead to further education or employment—an additional 23 million over expected production. Because cities are home to two-thirds of the country's population, and drive more than three-quarters of the nation's economy, bolstering

efforts to increase higher education attainment within them is critical to reaching Goal 2025.

There is no shortage of energy around higher education solutions, though relatively few communities have deeply embraced these solutions, and fewer still have organized to plan and implement them in an integrated fashion. Likewise, a growing number of organizations with experience in promoting higher education attainment and/or community transformation at the national level are working in communities – an excellent movement, but a limited and potentially chaotic one due to mission limitations and niches of those national organizations. Working through 2016, the Partnership will **strengthen place-based, cross-sector attainment efforts while better-integrating the organizations working on them, and the knowledge gained from them, in 75 cities across the country.**

### The Community Partnership for Attainment is built around three pillars for community engagement.

**The first is Partnership Health.** Whether communities utilize Collective Impact or home-grown collaboration strategies, the objectives remain the same—communities must work collaboratively to set and achieve common goals, utilize agreed-upon accountability tools and measures, and utilize data to make decisions about program direction and design.

**The second pillar is Equity.** Communities need to explicitly identify and develop action plans to address chronic attainment gaps between populations, particularly between racial and ethnic groups.

**The final pillar is Attainment.** By this, we mean that communities must move toward addressing both access and success for students, with the ultimate objective being college completion. Access alone is insufficient—this work requires communities to move toward improving credential completion to maximize impact. And without improving access to postsecondary institutions, especially for students

who have been underserved in the past, our work will not create the kind of social change we all want to see.

To achieve CPA's site-level goal, cohorts of cities working on cross-sector, place-based efforts to increase attainment will receive assistance—financial, strategic, and technical—to bolster their efforts. **Sites will set ambitious yet achievable higher education attainment goals, and receive support to plan and implement an integrated approach to meet their goals.** The sites will receive a common set of frameworks, data and principles to aid their work, in addition to access to a set of technical assistance providers, a network of cities within their cohort; convenings, webinars, learning labs and other structures to advance their work while promoting cross-initiative learning. All sites will adhere to a set of common metrics, while also identifying their own metrics based on their strategies. Lastly, the sites will commit to sharing what they are learning through reporting, evaluation and storytelling.

## Communities currently participation in the Community Partnership for Attainment are:

### Cohort #1

#### Albuquerque, New Mexico

*Mission: Graduate*

**Grantee Organization:** United Way of Central New Mexico

#### Boston, Massachusetts

*Success Boston*

**Grantee Organization:** The Boston Foundation

#### Buffalo, New York

*Say Yes to Education Buffalo*

**Grantee Organization:** Community Foundation of Greater Buffalo

#### Cincinnati, Ohio

*Strive Partnership*

**Grantee Organization:** Strive Partnership/Knowledgeworks Foundation

#### Columbus, Indiana

*Columbus Education Coalition*

**Grantee Organization:** Columbus Education Coalition

#### Dayton, Ohio

*Learn to Earn Dayton*

**Grantee Organization:** University of Dayton

#### Ft. Wayne, Indiana

*Big Goal Collaborative*

**Grantee Organization:** Northeast Indiana Regional Partnership

#### Greensboro, North Carolina

*Degrees Matter*

**Grantee Organization:** Community Foundation of Greater Greensboro

#### Houston, Texas

*My Degree Counts*

**Grantee Organization:** Center for Houston's Future

#### Kalamazoo, Michigan

*Kalamazoo Learning Network*

**Grantee Organization:** W. E. Upjohn Institute

#### Louisville, Kentucky

*55,000 Degrees*

**Grantee Organization:** Community Foundation of Greater Louisville

#### Memphis, Tennessee

*Mayor's Office of Talent and Human Capital*

**Grantee Organization:** City of Memphis

#### Philadelphia, Pennsylvania

*Talent Greater Philly*

**Grantee Organization:** Philadelphia Foundation

#### Pittsburgh, Pennsylvania

*The Pittsburgh Promise*

**Grantee Organization:** The Pittsburgh Foundation

#### Providence, Rhode Island

*Providence Children and Youth Cabinet*

**Grantee Organization:** Brown University

#### Quad Cities, Iowa/Illinois

*Quad Cities Goal 2025*

**Grantee Organization:** Quad Cities Chamber of Commerce

#### San Antonio, Texas

*SA2020*

**Grantee Organization:** SA2020

#### Santa Ana, California

*Santa Ana Partnership Adelante!*

**Grantee Organization:** Santa Ana College

#### South Seattle/South King County, WA

*The Road Map Project*

**Grantee Organization:** Community Center for Education Results

#### Syracuse, New York

*Say Yes to Education Syracuse*

**Grantee Organization:** Syracuse University

### Cohort #2

#### Akron, Ohio

*Summit Education Initiative*

**Grantee Organization:** Summit Education Initiative (SEI)

#### Albany, New York

*The Albany Promise*

**Grantee Organization:** Research Foundation for the State University of New York

#### Austin, Texas

*Quality of Life Foundation of Austin*

**Grantee Organization:** Austin Chamber of Commerce

#### Berkeley, California

*2020 Vision for Berkeley's Children and Youth*

**Grantee Organization:** City of Berkeley

#### Central Florida (Orlando)

*Central Florida College Access Network*

**Grantee Organization:** Heart of Florida United Way

#### Chicago, Illinois

*Thrive Chicago*

**Grantee Organization:** Robert R. McCormick Foundation

### **Cleveland, Ohio**

*Higher Education Compact of Greater Cleveland*

**Grantee Organization:** College Now Greater Cleveland

### **Coachella Valley, California**

*Coachella Valley Regional Plan for College and Career Readiness*

**Grantee Organization:** Coachella Valley Economic Partnership

### **Columbia, South Carolina**

*Graduation Imperative*

**Grantee Organization:** Central Carolina Community Foundation

### **Corpus Christi, Texas**

*Citizens for Educational Excellence*

**Grantee Organization:** Citizens for Educational Excellence

### **Dallas, Texas**

*Commit!*

**Grantee Organization:** Commit!2Dallas

### **Denver, Colorado**

*Denver Collaborative*

**Grantee Organization:** Denver Scholarship Foundation

### **Detroit, Michigan**

*Excellent Schools Detroit Coalition*

**Grantee Organization:** Excellent Schools Detroit

### **Grand Rapids, Michigan**

*To College, Through College Initiative*

**Grantee Organization:** City of Grand Rapids – Our Community's Children

### **Hartford, Connecticut**

*Achieve Hartford!*

**Grantee Organization:** Achieve Hartford!

### **Jacksonville, Florida**

*Innovate Northeast Florida*

**Grantee Organization:** Jacksonville Chamber Foundation

### **Kansas City, Missouri**

*Metro Kansas City Higher Education Collaborative*

**Grantee Organization:** Mid-America Regional Council Community Services Corporation

### **Las Vegas, Nevada**

*Las Vegas Healthy Communities Coalition*

**Grantee Organization:** United Way of Southern Nevada

### **Los Angeles, California**

*L.A. Compact*

**Grantee Organization:** UNITE-LA in strategic alliance with the L.A. Area Chamber of Commerce

### **Milwaukee, Wisconsin**

*Milwaukee Succeeds*

**Grantee Organization:** Greater Milwaukee Committee for Community Development

### **Nashville, Tennessee**

*Middle Tennessee Regional Workforce Alliance and Skills Panel*

**Grantee Organization:** Nashville Area Chamber of Commerce

### **New Hampshire**

*Smarter Pathways to an Educated Workforce Initiative*

**Grantee Organization:** New Hampshire Charitable Foundation

### **New York City, New York**

*Graduate NYC!*

**Grantee Organization:** Research Foundation of the City University of New York

### **Newark, New Jersey**

*Newark City of Learning Collaborative*

**Grantee Organization:** Joseph C. Cornwall Center for Metropolitan Studies, Rutgers University – Newark

### **Northwest IN**

*READY NW!*

**Grantee Organization:** The Center of Workforce Innovations

### **Phoenix, Arizona**

*Thriving Together*

**Grantee Organization:** Valley of the Sun United Way

### **Portland, Oregon**

*All Hands Raised*

**Grantee Organization:** All Hands Raised

### **Richmond, Virginia**

*Bridging Richmond*

**Grantee Organization:** Virginia Commonwealth University Foundation

### **Rio Grande Valley, Texas**

*RGV Focus*

**Grantee Organization:** Communities Foundation of Texas, Inc. (dba Educate Texas)

### **Salt Lake City, Utah**

*Capital City Education*

**Grantee Organization:** Salt Lake City Education Foundation

### **Savannah, Georgia**

*Chatham Community Partnership for Attainment*

**Grantee Organization:** Armstrong Atlantic State University

### **Southwest Florida**

*FutureMakers*

**Grantee Organization:** Southwest Florida Community Foundation

**Spokane, Washington***EXCErate Success***Grantee Organization:** United Way of Spokane County**Washington DC***Raise DC***Grantee Organization:** Community Foundation for the National Capital Region**Winston-Salem, North Carolina***The Forsyth Promise***Grantee Organization:** United Way of Forsyth County**CPA Cohort #3****Atlanta, Georgia***Achieve Atlanta***Grantee Organization:** The Community Foundation of Greater Atlanta**Birmingham, Alabama***Alabama Possible***Grantee Organization:** Alabama Poverty Project, Inc.**Boise, Idaho***Treasure Valley Education Partnership***Grantee Organization:** United Way of Treasure Valley, Inc.**Charleston, South Carolina***Tri-County Cradle to Career Collaborative (TCCCC)***Grantee Organization:** College of Charleston Foundation**Charlotte, North Carolina***Centralina Partnership for Attainment and Career Pathways**Awareness Initiative***Grantee Organization:** Centralina Council of Governments**Durham, North Carolina***Made in Durham***Grantee Organization:** MDC Inc.**Fresno, California***Fresno Area Strive***Grantee Organization:** Fresno Compact/Fresno Area Strive**Miami, Florida***One Community One Goal Leadership***Grantee Organization:** The Beacon Council Economic Development Foundation, Inc.**Minneapolis, Minnesota***Generation Next***Grantee Organization:** Greater Twin Cities United Way**Mobile, Alabama***The Education Commission***Grantee Organization:** Mobile Area Education Foundation, Inc.**Monterey Bay, California***Bright Futures for Monterey County***Grantee Organization:** California State University, Monterey Bay**Racine, Wisconsin***Higher Expectations***Grantee Organization:** United Way of Racine County**Rockford, Illinois***Alignment Rockford***Grantee Organization:** Alignment Rockford**Shasta County, California***Expect More Tehama/Reach Higher Shasta***Grantee Organization:** Shasta College**Southern Indiana***Education Matters Southern IN***Grantee Organization:** Harrison County Community Foundation**Springfield, Missouri***Blue Ribbons/Red Flags***Grantee Organization:** Community Foundation of the Ozarks**St. Louis, Missouri***St. Louis Graduates***Grantee Organization:** The Scholarship Fund of St. Louis**Tampa Bay, Florida***Hillsborough College Access Network***Grantee Organization:** Community Foundation of Tampa Bay, Inc.**Tulsa, Oklahoma***Impact Tulsa***Grantee Organization:** Tulsa's Future Inc./Tulsa Regional Chamber**Tyler, Texas***Tyler Area Business Education Council***Grantee Organization:** Tyler Area P-16 Council



Centralina Council of Governments

**Item 6**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Tonya Frye	<b>Presentation Time (est.):</b>	10 minutes			
<b>Presenter at meeting:</b>	Tonya Frye	<b>Phone Number/Ext:</b>	(704) 348-2716			
		<b>Email:</b>	<a href="mailto:tfrye@centralina.org">tfrye@centralina.org</a>			
<b>Alternate Contact Person:</b>	Bill Feather	<b>Phone Number/Ext:</b>				
		<b>Email:</b>				
<b>Submitting Department:</b>	<b>Finance</b>	<b>Department Head Approval:</b>				

**Board Expectation:** *(required action or responsibility expected from Board members)*

The required action from the Executive Board members is approval to decrease the Centralina COG Annual Operating Budget Ordinance by the amount of \$65,821 to adjust revenues and expenditures as outlined to a budget of \$6,548,015.

**Description of Agenda Item:**

***Proposed Amendment to the Operating Budget for Fiscal Year Ended June 30, 2015***

It is recommended that the Board of Delegates of Centralina COG approve the following amendment to the Centralina COG Annual Operating Budget Ordinance for the fiscal year ending June 30, 2015:

To amend the Operating Budget, the revenues are to be changed as follows:

	<u>Increase</u>	<u>Decrease</u>
<i>Federal Grants</i>	<i>\$10,943</i>	
<i>State Grants</i>		<i>\$93,224</i>
<i>Technical Assistance Revenue</i>	<i>\$ 8,957</i>	
<i>Contracts</i>		<i>\$ 1,947</i>
<i>Program Revenue</i>	<u><i>\$ 9,450</i></u>	
	<i>\$29,350</i>	<u><i>\$95,171</i></u>
<i>Net Decrease</i>		<u><i>\$65,821</i></u>

To amend the Operating Budget, the expenditures are to be changed as follows:

	<u>Increase</u>	<u>Decrease</u>
<i>General Governance</i>	<i>\$ 36,970</i>	
<i>CONNECT Sustainable Communities</i>		<i>\$312,022</i>
<i>Information Technology Division</i>		<i>\$ 17,898</i>
<i>Community and Economic Development</i>	<i>\$ 22,105</i>	
<i>Planning Administration</i>	<i>\$ 27,087</i>	
<i>Area Agency on Aging</i>	<i>\$336,082</i>	
<i>Workforce Development</i>		<u><i>\$116,564</i></u>
	<u><i>\$422,244</i></u>	<i>\$488,065</i>
<i>Net Decrease</i>		<u><i>\$65,821</i></u>

The budget is amended to reflect grants and Board-directed initiatives awarded and administered since August 2014 and the adjustment to the indirect cost rate. The net effect of the grant revenue for the CONNECT Sustainable Communities initiative, the Area Agency on Aging programs and Workforce Development programs is reflected in the adjustments to federal and state grants. The budget shows a slight increase in technical assistance revenue and a reduction in contract revenue to reflect the amount awarded. The increase in program revenue is associated with a study sponsored by the Centers for Medicare and Medicaid Services to collect information on the health and well-being of Medicare clients



who participate in health workshops that Centralina COG conducts.

The expenditures are adjusted as follows:

- **General Governance and Indirect Costs Representation:** Expenditures are increased to accommodate a full-time office administrator and administration of the regional managers' group activity.
- **CONNECT Sustainable Communities:** Expenditures are decreased to align with grant funding and close-out activities. See the attached report detailing this budget adjustment.
- **Information Technology Division:** Due to retirement, personnel costs are reduced. The budget includes funding to outsource information technology services.
- **Community and Economic Development:** Expenditures are increased to include contractual services for the Investment in Manufacturing Communities Partnership grant and personnel costs for the newly awarded Lumina grant.
- **Planning Administration:** The increase in expenditures is due to the adjustment in the indirect cost rate.
- **Area Agency on Aging:** The increase in this area is due primarily to the award of a second Senior Community Service Employment Program (SCSEP) grant of forty-five slots, more than doubling the SCSEP program participants placed by Centralina COG.
- **Workforce Development:** The expenditures decreased due to staff vacancies and a reduction in direct expenses.

Management requests that the Board amend the operating budget to reflect these changes to revenue and expenditures.

**Background & Basis of Recommendations:**

These changes reflect activity since the August 11, 2014 amendment to the fiscal year ending June 30, 2015 operating budget.

**Action / Recommendation:**

I move to amend the Centralina COG Annual Operating Budget Ordinance in the amount of a \$65,821 reduction as outlined to a budget of \$6,548,015.

<p><b>Time Sensitivity</b> (<i>none or explain</i>):</p>	<p>The final amendment to the current year operating budget must occur before June 30, 2015. Management will submit an amendment to the Executive Board on June 10, 2015.</p>
<p><b>Budget Impact</b> (<i>if applicable</i>):</p>	<p>Because General Statute 159-8 requires operation under a balanced budget, this budget includes speculative revenue. This revenue is reviewed regularly within the risk analysis, and the budget is adjusted to more accurately reflect true anticipated revenue while insuring that all expenditures are budgeted before appropriated.</p>
<p><b>List of Attachments</b> (<i>if any</i>):</p>	<ol style="list-style-type: none"> <li>1. Amendment #2 to the Operating Budget</li> <li>2. Detail of CONNECT Sustainable Communities budget amendment</li> </ol>



**Fiscal Year 2015 Proposed Budget Amendment #2**

<b>ANTICIPATED REVENUES</b>	<b>FY2014-2015 Operating Budget*</b>	<b>Amendment</b>	<b>FY2014-2015 Proposed Amended Budget</b>
<b>Program Revenues</b>			
Federal Grants	4,805,721	10,943	4,816,664
State Grants	334,749	(93,224)	241,525
Technical Assistance Projects	421,943	8,957	430,900
Contracts	19,947	(1,947)	18,000
Program Revenue	252,224	9,450	261,674
<b>Total Program Revenue</b>	<u>5,834,584</u>	<u>(65,821)</u>	<u>5,768,763</u>
<b>Other Revenues</b>			
Member Dues Support	726,252		726,252
Interest Revenue	3,000		3,000
Sales Revenue	50,000		50,000
<b>Total Other Revenues</b>	<u>779,252</u>	<u>-</u>	<u>779,252</u>
<b>TOTAL ANTICIPATED REVENUES</b>	<u>6,613,836</u>	<u>(65,821)</u>	<u>6,548,015</u>
<b>EXPENSE APPROPRIATIONS</b>			
Board and Executive Committee	232,123		232,123
General Governance	1,477,238	36,970	1,514,208
CONNECT Sustainable Communities Initiative	1,550,935	(312,022)	1,238,913
Information Technology Division	219,456	(17,898)	201,558
Community and Economic Development	590,349	22,105	612,454
Planning Department	911,341	27,087	938,428
Area Agency on Aging	1,968,303	336,082	2,304,385
Workforce Development	1,455,349	(116,564)	1,338,785
Indirect Costs Representation	(1,791,256)	(41,581)	(1,832,837)
<b>TOTAL EXPENSE APPROPRIATIONS</b>	<u>6,613,836</u>	<u>(65,821)</u>	<u>6,548,015</u>

\*As of August 13, 2014.

**Centralina Council of Governments  
CONNECT Sustainable Communities Budget Amendment**

<b>Expenditures</b>	<b>Approved Budget</b>	<b>Amended Budget</b>	<b>Variances</b>
Personnel Costs	585,935	438,913	147,022
Contracted Services	<u>965,000</u>	<u>800,000</u>	<u>165,000</u>
	<u><u>1,550,935</u></u>	<u><u>1,238,913</u></u>	<u><u>312,022</u></u>



Centralina Council of Governments

**Item 7**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Tonya Frye	<b>Presentation Time (est.):</b>	10 minutes			
<b>Presenter at meeting:</b>	Tonya Frye	<b>Phone Number/Ext:</b>	2716			
		<b>Email:</b>	<a href="mailto:tfrye@centralina.org">tfrye@centralina.org</a>			
<b>Alternate Contact Person:</b>	Jim Prosser	<b>Phone Number/Ext:</b>	2703			
		<b>Email:</b>	<a href="mailto:jprosser@centralina.org">jprosser@centralina.org</a>			
<b>Submitting Department:</b>	<b>Finance</b>	<b>Department Head Approval:</b>				
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>						
The required action from the Executive Board members is a review of financial information provided and comment on direction of investments for the remainder of the year.						
<b>Description of Agenda Item:</b>						
<b><i>Report of Financial Activity for the Period Ending January 31, 2015</i></b>						
The Statement of Activities for the period ending January 31, 2015 reflects the expenditures incurred and revenue earned through 58% of the fiscal year. The federal and state grant revenue and the technical assistance revenue are in line with the budget to date.						
The program revenue budget includes a \$96,000 grant that was not awarded and match related to the Senior Community Service Employment Program (SCSEP). The \$96,000 grant was removed from the budget in the recommended March 11, 2015 budget amendment. Management is in the process of pursuing match for the SCSEP (as discussed in conjunction with Aging programs match).						
All other revenue budget variances are reasonable or immaterial.						
The expenditures for General Governance, Information Technology, Community and Economic Development, Planning Administration, and the Area Agency on Aging are slightly over budget, but are not of concern. The expenditures are less than the year-to-date recommended March 11, 2015 amended budget for Community and Economic Development, Planning Administration, and the Area Agency on Aging.						
The majority of the CONNECT Sustainable Communities Initiative budget will be expended through February 2015, so timing is the primary reason this functional expenditure is over budget.						
All other expenditure budget variances are reasonable or immaterial.						
The report includes approximately \$176,000 in unfunded expenditures for CONNECT-related close-out activities. See the attached reconciliation of the grant award to actual expenditures through January 31, 2015.						
The Financial Risk Analysis is a conservative evaluation of the current year operating budget. The Budget section reflects the approved operating budget and the Actual section reflects anticipated expenditures and secured/committed revenues. Currently, the projected expenditures exceed projected revenues by \$473,713. The reduction in the gap (from the January 2015 amount of \$542,018) is the result of additional technical assistance projects and a reduction in expenditures. Management is reviewing this gap regularly to ensure that the Council is progressing toward meeting revenue goals or making necessary adjustments to expenditures.						
Management is meeting with the budget managers and the Board's audit committee to evaluate the						



financial status and provide recommendations for adjustments. Management proposes a budget amendment to the operating budget to more accurately reflect financial awards.

**Background & Basis of Recommendations:**

**Action / Recommendation:**

For information and discussion purposes.

<b>Time Sensitivity</b> ( <i>none or explain</i> ):	As noted.
<b>Budget Impact</b> ( <i>if applicable</i> ):	As noted.
<b>List of Attachments</b> ( <i>if any</i> ):	<ol style="list-style-type: none"> <li>1. Statement of Activities for Period ended January 31, 2015</li> <li>2. Financial Risk Analysis as of February 24, 2015</li> <li>3. CONNECT Sustainable Communities Initiative grant reconciliation</li> </ol>

**Statement of Activities (Unaudited)  
for FY2014-2015 Operating Budget  
for Period Ended January 31, 2015**

	<b>FY2013-2014 Audited Activities</b>	<b>FY2014-2015 Adopted Annual Budget</b>	<b>FY2014-2015 Actual to-Date</b>	<b>% Earned or Incurred to-Date</b>	<b>Budget to-Date</b>	<b>To-Date Period Variance</b>
<b>OPERATING REVENUES</b>						
Program Revenues						
Federal Grants	5,125,203	4,805,721	2,430,028	51%	2,803,337	(373,309)
State Grants	37,171	334,749	227,550	68%	195,270	32,280
Technical Assistance Projects	367,278	421,943	236,334	56%	246,133	(9,799)
Contracts	32,934	19,947	8,781	44%	11,636	(2,854)
Program Revenue	209,181	252,224	57,671	23%	147,131	(89,459)
Total Program Revenue	<u>5,771,767</u>	<u>5,834,584</u>	<u>2,960,365</u>		<u>3,403,507</u>	<u>(443,142)</u>
Other Revenues						
Member Dues Support	759,278	726,252	758,766	104%	423,647	335,119
Interest and General Revenue	223	3,000	158	5%	1,750	(1,592)
Sales Revenue	115,778	50,000	82,193	164%	29,167	53,026
Total Other Revenues	<u>875,279</u>	<u>779,252</u>	<u>841,117</u>		<u>454,564</u>	<u>386,553</u>
<b>TOTAL OPERATING REVENUES</b>	<u><u>6,647,046</u></u>	<u><u>6,613,836</u></u>	<u><u>3,801,482</u></u>		<u><u>3,858,071</u></u>	<u><u>(56,589)</u></u>
<b>OPERATING EXPENDITURES</b>						
Board and Executive Committee	203,809	232,123	114,270	49%	135,405	21,135
General Governance	1,589,845	1,477,238	921,478	62%	861,722	(59,756)
CONNECT Sustainable Communities Initiative	2,337,042	1,550,935	1,079,506	70%	904,712	(174,794)
Information Technology Division	95,745	219,456	134,634	61%	128,016	(6,618)
Community and Economic Development	579,322	590,349	365,733	62%	344,370	(21,363)
Planning, Assistance, and Administration	864,558	911,341	547,310	60%	531,616	(15,694)
Area Agency on Aging	1,933,558	1,968,303	1,292,156	66%	1,148,177	(143,979)
Workforce Development	1,023,323	1,455,349	513,799	35%	848,954	335,154
Indirect Costs Representation	(1,548,707)	(1,791,258)	(1,076,559)	60%	(1,044,901)	31,659
<b>TOTAL OPERATING EXPENDITURES</b>	<u><u>7,078,495</u></u>	<u><u>6,613,836</u></u>	<u><u>3,892,326</u></u>		<u><u>3,858,071</u></u>	<u><u>(34,255)</u></u>

CENTRALINA COUNCIL OF GOVERNMENTS  
March 11, 2015

# Financial Risk Analysis

<u>Program</u>	<u>Budget</u>		<u>Actual</u>		<u>Gap</u>
	<u>Revenues</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Expenses</u>	
General Governance	23,810	1,725,536	1,725,594	1,713,094	12,500
Information Technology	132,326	219,455	170,863	193,006	(22,143)
Sustainable Communities	1,204,484	1,213,978	847,713	917,987	(70,274)
Area Agency on Aging	1,986,074	1,978,980	2,392,348	2,453,067	(60,719)
Planning Administration	1,196,691	1,196,692	681,452	960,529	(279,077)
Community & Economic Development	615,104	615,104	676,189	730,189	(54,000)
Workforce Development	1,455,349	1,455,349	1,338,785	1,338,785	-
Indirect Costs		(1,791,256)	(1,796,531)	(1,796,531)	-
	<u>6,613,838</u>	<u>6,613,838</u>	<u>6,036,414</u>	<u>6,510,126</u>	<u>(473,713)</u>

**Centralina Council of Governments**  
**CONNECT Sustainable Communities Grant Reconciliation**

<u>Expenditures</u>	<u>Grant Award</u>	<u>Actual Expenditures*</u>	<u>Variances</u>	<u>Notes</u>
Personnel Costs	964,637	1,062,786	(98,149)	Includes salary and fringe expenses
Direct Expenses	149,270	179,358	(30,088)	Consortium meeting expenses
Consultants	132,480	132,480	-	
Contracted Services	3,043,789	3,043,789	-	
Indirect Costs	617,368	665,476	(48,108)	
	<u>4,907,544</u>	<u>5,083,889</u>	<u>(176,345)</u>	

\*Actual Expenditures through January 2015.





Centralina Council of Governments

**Item 8**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Jim Prosser	<b>Presentation Time (est.):</b>	10 minutes			
<b>Presenter at meeting:</b>	Jim Prosser	<b>Phone Number/Ext:</b>	(704) 348-2703			
		<b>Email:</b>	<a href="mailto:jprosser@centralina.org">jprosser@centralina.org</a>			
<b>Alternate Contact Person:</b>		<b>Phone Number/Ext:</b>				
		<b>Email:</b>				
<b>Submitting Department:</b>	Executive	<b>Department Head Approval:</b>				
<b>Description of Agenda Item:</b>						
Board direction regarding process for evaluating alternate office space for Centralina Council of Governments (CCOG).						
<b>Background &amp; Basis of Recommendations:</b>						
<p>The lease for the office space occupied by CCOG expires in May 2018. This is a “binding” lease and there would likely be termination cost if we attempted to terminate prior to May 2018. Board members have expressed interest in exploring options to the current facilities for several reasons including cost savings, easier building access, parking cost and inconvenience and space more accommodating to our members. Timing to prepare options is important. Other COGs have recently either built or remodeled facilities and report the time required for either option typically takes about two years after a decision to proceed with new or remodeled facilities is made. That would indicate that we would need to prepare options for final action by the Board by May 2016. The planning time to develop program requirements (how much and what type of building we need), location, cost and financing options would require about one year. To facilitate a process that would provide the Board with appropriate data to support their decision, it would be best to establish a committee including Board Members to guide this process. Even if a decision is ultimately made to renew the lease in May 2018, securing information regarding options will improve the decision process.</p>						
<b>Action / Recommendation:</b>						
<p>Provide direction regarding options (lease or own) for future direction of office space.  Identify Board Members (and potentially others) to guide the process regarding options for CCOG office space.</p>						
<b>Time Sensitivity (none or explain):</b>	Providing direction at the March or April meeting will enable CCOG to plan more effectively for owned office space options. If Board direction is to continue lease at current or new location, it will not be necessary to begin planning process until fall of 2016.					
<b>Budget Impact (if applicable):</b>	No immediate impact. Decisions related to office space may have a long-term impact on CCOG operating costs					
<b>List of Attachments (if any):</b>	None					



Centralina Council of Governments

**Item 9**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	March 11, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Jim Prosser	<b>Presentation Time (est.):</b>	15 minutes			
<b>Presenter at meeting:</b>	Michael Johnson	<b>Phone Number/Ext:</b>				
		<b>Email:</b>				
<b>Alternate Contact Person:</b>		<b>Phone Number/Ext:</b>				
		<b>Email:</b>				
<b>Submitting Department:</b>		<b>Department Head Approval:</b>				
<b>Description of Agenda Item:</b>						
Discussion regarding potential use of government consulting services.						
<b>Background &amp; Basis of Recommendations:</b>						
Centralina's strategic initiatives require increased coordination with federal and state elected officials and staff. Some organizations engage outside government consulting services to support this work. These consulting services assist in communications with federal and state staff locally and in Washington, DC. They typically provide resources that assist with securing grants and technical advice and related services. Their ability to maintain regular contact with portions of the federal and state government (including elected officials and staff) enable the client organization to access information, resources and support more quickly. In addition, these organizations can enable our members (especially elected officials) to be more productive in managing time needed to communicate with federal and state elected officials and staff.						
<b>Action / Recommendation:</b>						
Discuss potential use of government consulting services.						
<b>Time Sensitivity (none or explain):</b>	No specific time sensitivity, although several Board priorities would benefit from guidance and support provided by this type of service.					
<b>Budget Impact (if applicable):</b>	Unknown at this time. If a decision is made to consider engagement of these services, there would need to be a plan to identify resources.					
<b>List of Attachments (if any):</b>	None					