



**Executive Board Minutes
November 8, 2017**

Officers Present	Delegates Present	Delegates Not Present	Centralina Staff
Patsy Kinsey, Chair Bill Feather, Vice Chair Jarvis Woodburn, Secretary Bill Deter, Treasurer	Bobby Compton Martha Sue Hall Michael Johnson Bill Lawhon Jay McCosh Martin Oakes Ronnie Worley	Frank Aikmus Gene Houpe Thurman Ross Lynn Shue Tim Smith	Vicki Bott Debi Lee Mike Manis Linda Miller Jim Prosser Marsha Sutton Kelly Weston Venecia White <i>Guests</i> Eddie Burke, Cherry Bekaert, LLP Daniel Gougherty Leslie Mozingo

Call to Order

Chair Patsy Kinsey, City of Charlotte, called the meeting to order and confirmed that a quorum was present.

Amendments to the Agenda

There were no amendments to the agenda.

Consent Items

1. Approval of September 13, 2017 Executive Board Meeting Minutes

Mayor Pro Tem Martha Sue Hall, City of Albemarle, made a motion to approve the Consent Agenda. Commissioner Bill Lawhon, Stanly County, seconded the motion and it carried unanimously.

2. FY 2017 Audit Report

Marsha Sutton, Finance Director, noted that as requested by the Executive Board, CCOG worked with a new audit firm this year. She introduced Eddie Burke and Daniel Gougherty from Cherry Bekaert, LLP.

Mr. Burke presented an overview of the audit process and its results. He noted that there were no findings, the programs are being administered properly, and no journal entries had to be adjusted. He explained that the audit examined four areas of internal controls, including transaction cycles, testing of internal controls, adjusting journal entries, and information technology controls. He also noted that CCOG’s cash position increased by \$300,000, while the pension liability increased by \$580,000, net position increased by \$380,000, and fund balance increased by \$200,000. He further explained that with the implementation of GASB Statement 75, a new accounting and financial reporting standard, CCOG’s net position will likely decrease by approximately \$360,000 next year.

In response to a question from Mayor Pro Tem Hall, Mr. Burke noted that this decrease will have no cash flow impact and will not affect budget statements.

Mayor Pro Tem Hall stated that she appreciates the change in the audit process, adding that it is a big improvement over previous years.

Treasurer Bill Deter, Town of Weddington, noted that the results of the audit are reflective of Ms. Sutton's hard work.

Mayor Pro Tem Hall made a motion to approve and accept the audit as presented. Treasurer Deter seconded the motion and it carried unanimously.

3. Federal Relations Update

Leslie Mozingo, Strategics Consulting, LLC, presented highlights of the September – October 2017 federal relations performance measures report. She noted that the Annual Grants Forecast lists grant opportunities that will be available to local governments. She also noted that several CCOG Delegates have participated in advocacy meetings with members of Congress and asked those present to share their experiences.

Commissioner Bobby Compton, Town of Mooresville, reported on a meeting with Representative Ted Budd, noting that the Senator was responsive and receptive to the programs and services CCOG offers. He added that the Senator was especially interested in multi-modal transportation issues.

Mayor Pro Tem Michael Johnson, City of Statesville, reported that he had a meeting with Todd Poole, District Director for Representative Budd. Noting takeaways from the meeting, Mayor Pro Tem Johnson suggested starting an advocacy effort for historic tax credits. He added that Brownfields grant applications need a human side to be competitive and he encouraged the Board Members identify Brownfields sites in their communities that have stories associated with them.

Commissioner Lawhon reported on a meeting he attended with Representative Richard Hudson. He stated that he appreciated the conference call with Ms. Mozingo and Vicki Bott, Grants Development Director, prior to the meeting and also appreciated Commissioners Lynn Shue of Cabarrus County and Wes Hartsell of the Town of Norwood for attending the meeting as well.

Commissioner Compton made a motion that the Strategics Consulting Performance Report be received as information. Mayor Pro Tem Jay McCosh, Town of McAdenville, seconded the motion and it carried unanimously.

4. Executive Board At-Large Membership

Jim Prosser, Executive Director, explained that Chair Kinsey has tasked staff with identifying how the Executive Board can continue representing diverse interests across the region. He noted that the Board is not always fully represented because some Board members are unable to attend meetings. Also, there are special topics such as transportation issues in which other Delegates may want to participate. For discussion purposes, the Executive Board is asked to consider allowing a limited number of at-large appointments made annually by the Chair.

In response to a question from Commissioner Martin Oakes, Lincoln County, Mr. Prosser explained that each County Delegate is automatically a member of the Executive Board. The municipal members of the Executive Board are selected by a caucus at the February Board of Delegates meeting.

In response to a question from Vice Chair Bill Feather, Town of Granite Quarry, Mr. Prosser indicated that the proposal could consider including representatives from non-dues paying communities.

Chair Kinsey noted that the North Carolina League of Municipalities has at-large members on its board. She expressed concern that the Executive Board is not representative of the region, but noted that adding at-large members could make the board more reflective of those represented in the region.

Commissioner Compton made a motion to provide direction to staff to prepare a by-laws amendment for consideration at a future date. Commissioner Oakes seconded the motion.

Mayor Pro Tem Jay McCosh, Town of McAdenville, suggested implementing a meeting attendance policy for at-large members.

Vice Chair Feather suggested the municipal and County Delegates nominate at-large members.

Mr. Prosser stated that staff will bring back at-large membership options for the Executive Board's consideration during its January meeting. He asked for volunteers to participate in a conference call to assist staff in developing the proposal.

Commissioner Compton amended his original motion and moved that the Executive Board direct staff to prepare additional background information for future review by the Executive Board. Commissioner Oakes seconded the motion and it carried unanimously.

5. Nominating Committee Forecast

Kelly Weston, Clerk to the Board, explained that each year, the Executive Board forms the Nominating Committee from among its membership. The committee generally consists of three Board members who will convene prior to the January Executive Board meeting to select a slate of officers for the upcoming year. The Board of Delegates will vote on the slate during its February meeting. Mayor Pro Tems Johnson and McCosh, and Commissioner Jarvis Woodburn, Anson County, have agreed to serve on the committee. Staff will assist the committee in scheduling a call and provide any background information needed in selecting the slate.

6. Legal Services

Mr. Prosser explained that CCOG is considering an interim plan for legal services if current attorney Bill McNair retires. He noted that after looking at attorneys for other COGs, he, Ms. Bott, and Ms. Weston met with David Hood, who provides legal counsel for Western Piedmont Council of Governments. Mr. Prosser suggested designating Mr. Hood as CCOG's interim attorney.

In response to a question from Mayor Pro Tem Hall, Mr. Prosser indicated that there is no intent to place Mr. Hood on retainer at this time.

Commissioner Oakes made a motion to amend CCOG bylaws to reflect that the Executive Board should hire the attorney based on the Executive Director's recommendation. Treasurer Deter seconded the motion.

Mayor Pro Tem Johnson requested that David Hood meet with the Executive Board.

The motion carried unanimously.

7. Executive Director Transition Update

Treasurer Deter reported that the Selection Committee held its first round of interviews for the Executive Director position on October 18th, interviewing three candidates. As part of the selection process, Lisa Sorensen conducted personality and leadership assessments of the candidates. Jim Youngquist advised the committee on the candidates' technical skills. There were 16 applications received for the position,

including eight from outside of the state. The three candidates met with the Selection Committee, the CCOG Directors panel, and the CCOG staff panel, which was comprised of a staff member from each department. The director and staff panels played an advisory role during the interview process. There will be a second round of interviews with three additional candidates on November 9th. After those interviews are completed, the Selection Committee will review the candidates' strengths and areas of development before making a recommendation to the Executive Board. He noted that the committee is taking a slow and deliberate approach to the selection process. Mr. Prosser has agreed to stay on until the process is completed.

In response to a question from Mayor Pro Tem Johnson, Mr. Prosser noted that applications will be received until the position is filled.

Commissioner Lawhon thanked the Selection Committee for their efforts.

Comments from the Executive Board

There were no comments from the Executive Board.

Comments from the Chair

Chair Kinsey reported that CCOG held a successful fifth annual Planning for Healthy Communities Conference last Thursday at the Charles Mack Citizen Center in Mooresville. Over 70 local government elected officials and staff from across the state attended the event, which featured a presentation on Operationalizing Health Equity by keynote speaker Tim Schwantes. Other session topics included health equity, access to healthy foods, supporting active living, healthy housing, transportation, and economic development.

Comments from the Executive Director

Mr. Prosser noted that CCOG has developed a process for managing political risk with its balanced public engagement services. The process has been used successfully during public transit planning, CONNECT Our Future, the Regional Freight Plan, and downtown development work.

Chair Kinsey noted that Charlotte will host the National League of Cities conference next week.

Mayor Pro Tem Hall expressed her appreciation of Chair Kinsey and Treasurer Deter for their public service and their service to the CCOG Board.

Adjournment

With no further business to be discussed, Chair Kinsey adjourned the meeting at 8:14 p.m.

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