



**Executive Board Minutes**

**April 8, 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 Bill Feather, Treasurer Patsy Kinsey, Secretary	Joe Carpenter Will Cauthen Bill Deter George Dunlap Martin Oakes Jerry Simpson Jarvis Woodburn  <i>Via Phone</i> Martha Sue Hall	Warren Chapman Bobby Compton Lyndell Ingram Gene McIntyre Liz Poole Devin Rhyne	Jim Prosser Tonya Frye Katie Kutcher Debi Lee Mike Manis Linda Miller Michelle Nance Sushil Nepal Kelly Weston

**Open and Welcome:**

Chair Michael Johnson, City of Statesville, called the meeting to order at 6:30 p.m. Kelly Weston, Clerk to the Board, declared that a quorum was present.

**Amendments to the Agenda:**

Chair Johnson noted there were no amendments to the agenda. Vice Chair Sarah McAulay, Town of Huntersville, made a motion to adopt the agenda. Council Member Martha Sue Hall, City of Albemarle, seconded the motion, and it was carried unanimously.

Chair Johnson read the Consent Agenda as follows:

- 1. Approval of the Executive Board Minutes from the March 11, 2015 Meeting**
- 2. Proposed Amendment to the Operating Budget for Fiscal Year Ended June 30, 2015**

Council Member Hall made a motion to approve the Consent Agenda. Commissioner Jarvis Woodburn, Anson County seconded the motion, and it was carried unanimously.

**3. Report of Financial Activity for the Period Ending February 28, 2015**

Ms. Tonya Frye, Finance Director, gave the staff presentation on this item, providing an overview of revenues and expenditures through two-thirds of the current fiscal year.

In response to Council Member Hall’s question, Ms. Frye explained that expenditures associated with completing the CONNECT Our Future project exceeded the project’s revenues. These costs were covered using the fund balance.

In response to Chairman Johnson’s question, Mr. Jim Prosser, Executive Director, explained that CCOG does not have a spending problem, but needs to generate more revenue to cover the work staff is doing. He noted that changes in federal and state programs limit the ability to recover funding for fixed operational costs. He

added that CCOG is asking county member governments to pay Aging program match reimbursements separately from membership dues.

In response to a question from Commissioner Martin Oakes, Lincoln County, Ms. Frye explained that CCOG has not expended much of the federal grants received, particularly in Workforce Development. Because the full amount of the grant has not been expended, the organization has not completely recovered revenue associated with the program.

In response to Commissioner Oakes' question, Mr. Prosser indicated that he would provide Executive Board members with talking points for addressing legislators about recovering revenue from state Workforce Development program grants.

Chair Johnson noted that Ms. Frye is leaving CCOG on April 10 to pursue another opportunity in government finance and thanked her for her 12 years of service. He also introduced Mr. Doug Laffon, Interim Finance Director, who retired from Western Piedmont Council of Governments where he served as Chief Financial Officer for 20 years.

#### **4. Volunteer Transportation Services Update**

Ms. Katie Kutcher, Aging Programs Coordinator, gave the staff presentation on this item reporting on the progress of the Volunteer Transportation Services (VTS) program.

Mr. Prosser noted that unless the VTS program raises the mandatory 50% local match required by the North Carolina Department of Transportation 5310 grant, CCOG will have to discontinue the program. He added that CCOG staff can meet with Executive Board members and their communities to discuss the program. He noted that there would be an impact if the program were discontinued next year.

#### **5. Regional Freight Update**

Mr. Sushil Nepal, Project Manager, gave the staff presentation on this item, providing an update on the status of the regional freight study.

In response to Commissioner Oakes' question, Mr. Prosser explained that the scope of work for CCOG's Transportation Improvements Generating Economic Recovery (TIGER) grant application was approved, but the organization did not receive the grant due to a lack of private sector and professional delegation involvement.

In response to Chair Johnson's question, Mr. Nepal indicated that because the next round of TIGER grant funding will focus on capital projects, CCOG will not submit an application for the grant program for the regional freight project this year.

Chair Johnson noted that Mr. Nepal will be leaving CCOG on April 10 to join the Town of Huntersville as a Principal Planner. He added that Mr. Nepal has done a magnificent job during his time as CCOG and has been the face of the CONNECT project.

In response to a question from Commissioner George Dunlap, Mecklenburg County, Chair Johnson noted that CCOG staff will make regional presentations in all of the counties that participated in the CONNECT project, demonstrating how to use the CONNECT toolkit.

#### **6. 2015 CCOG Conference Update**

Vice Chair McAulay gave the presentation on this item, reporting on the status of the CCOG Conference planning efforts.

In response to a question from Secretary Patsy Kinsey, City of Charlotte, Ms. Weston indicated that staff anticipates beginning sponsorship recruitment next month.

Vice Chair McAulay asked staff to send sponsorship materials to the Executive Board members so that they may assist with recruiting sponsors.

### **7. Government Consultant Presentations**

Ms. Leslie Mazingo, owner and Chief Executive Officer of Strategics Consulting, LLC, gave a presentation on her experience in assisting local governments and governmental organizations with federal advocacy and potential opportunities for CCOG to contract with her for these services.

In response to Chair Johnson's question, Ms. Mazingo noted that her work in identifying the likelihood of receiving federal funding for projects would involve thoroughly evaluating a project before making a recommendation on pursuing grants.

In response to Vice Chair McAulay's question, Ms. Mazingo indicated that she is available to take on a new client and does not foresee working with CCOG to be a conflict of interest with other clients.

Ms. Jennifer Imo, Managing Partner for Client Services, and Roger Gwinn, President and Chief Executive Officer of the Ferguson Group, gave a presentation on their firm's work in helping communities secure federal grants and loans and how the firm can assist CCOG in this area.

In response to Chair Johnson's question, Ms. Imo explained that The Ferguson Group's usual retainer is \$4,200 per month, but the firm could contract with CCOG for \$3,000 per month for the first year of service. This fee would cover the cost of meeting with CCOG staff to discuss individual initiatives, developing a funding and advocacy plan, and grant consulting.

Vice Chair McAulay made a motion directing the Executive Director to prepare a proposal that identifies three to four projects on which CCOG can contract with one or both consultants and a plan to move forward with advocacy in these areas within the next three to six months. Commissioner Dunlap seconded the motion.

Treasurer Bill Feather, Town of Granite Quarry, suggested clarifying how smaller member governments can benefit from CCOG contracting with a government consulting firm.

The motion was carried unanimously.

### **Comments from the Executive Board**

Vice Chair McAulay complimented the Executive Director and staff on the work that they have undertaken and the direction in which the organization is headed.

### **Comments from the Chair**

Chair Johnson noted that seven legislators have responded to the letter sent to members of the NC House and Senate requesting support for the Historic Preservation Tax Credit Bill. He asked the Executive Board members to continue urging their local Senators to support the bill. Chair Johnson also noted that the Centralina Agency on Aging received a grant from Senior Service America, Inc. for its Senior Community Services Employment Program and was one of only two organizations in the state asked to submit a plan on how it would serve as a statewide hub for falls prevention activities, data, and outreach. He also noted that the CONNECT Our Future website and the Brownfields-Greyfields Toolkit were recently highlighted in an e-blast from the U.S. Department of Housing and Urban Development's Office of Economic Resilience.

Commissioner Joe Carpenter, Gaston County, encouraged the Executive Board members to attend the North Carolina Association of Regional Councils of Government NC Tomorrow Summit on April 27-28. He noted that the event will focus on identifying ways to maximize resources in different regions across the state.

Mr. Prosser added that several state and national leaders will attend the Summit, including Jay Williams, Assistant Secretary of Commerce for Economic Development.

**Comments from the Executive Director**

There were no comments from the Executive Director.

**Adjournment**

With no further business to be discussed, Chair Johnson adjourned the meeting at 9:24 p.m.

*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, [kweston@centralina.org](mailto:kweston@centralina.org) or phone (704) 348-2728. Please allow 72 hours advance notice for preparation. Visit our website: [www.centralina.org](http://www.centralina.org).*