

Minutes
Western Piedmont Council of Governments
Bimonthly Policy Board Meeting
Tuesday, September 22, 2020
Video/Conference Call Meeting

Members Present:	Local Government/Agency:	In-person/Remote Participation
Bob Floyd, Jr., Chair	Cedar Rock	Remote
Johnny Berry, Secretary	Connelly Springs	Remote
George Holleman, Treasurer	Taylorsville	Remote
Barbara Pennell, Past Chair	Gamewell	Remote
Chip Black, At-Large	Valdese	Remote
Wayne Abele, At-Large	Burke County	In-person at WPCOG
Joseph L. Gibbons, At-Large	Lenoir	Remote
Kitty Barnes, At-Large	Catawba County	Remote
Larry Yoder	Alexander County	Remote
Johnnie Carswell, Alternate	Burke County	Remote
Ronnie Setzer	Cajah's Mountain	Remote
Mike Labrose	Caldwell County	Remote
Dale Sherrill	Claremont	Remote
Joie Fulbright	Conover	Remote
Kyle Hayman, Alternate	Conover	Remote
Dr. Caryl Burns	Granite Falls	Remote
Larry Chapman	Hudson	Remote
Ronnie Williams	Maiden	Remote
Chris Jernigan	Morganton	Remote
Allen Spencer	Rhodhiss	In Person at WPCOG
Kendra Edwards, Alternate	Rhodhiss	In Person at WPCOG
Gary McClure	Rutherford College	Remote
Amparo Alfaro	Appointed	Remote
Tommy Luckadoo	Appointed	Remote
Helen Chestnut	Appointed	Remote
Randy Burns	Appointed	Remote
Jeanna Price	Appointed	Remote
Members Absent:		
Jill Patton, Vice-Chair	Hickory	
James Weaver	Brookford	
Donald Robinson	Catawba	
Dennis Anthony	Drexel	
Sheila Perkins	Glen Alpine	
Ben Honeycutt	Hildebran	
Marla Thompson	Long View	
Jerry Hodge	Newton	

Keith Warren	Sawmills	
Malla Vue	Appointed	Remote
Casey Pope	Appointed	Remote

Guests/Others Present:

Seth Eckard, Valdese, Remote
Sherri Bradshaw, Drexel, Remote
Scott Hildebran, Lenoir, Remote
Todd Herms, Maiden, Remote
Brad Moody, Catawba, Remote
Rick Justice, Rhodhiss, Remote

WPCOG Staff Present:

Anthony Starr, Executive Director, In-person at WPCOG
Ashley Bolick, Director of Administrative Services and Human Resources, In-person at WPCOG
Andrea Roper, Finance Director, In-person at WPCOG
Wendy Johnson, Director of Workforce Development, In-person at WPCOG
Jason Toney, Communications Specialist, In-person at WPCOG
Alison Adams, Community & Regional Planning Director

Call to Order/Welcome and Roll Call

A regular meeting of the WPCOG Policy Board was called to order at 6:01 pm by Chair Bob Floyd. Chair Floyd thanked the board for joining the remote meeting. Chair Floyd asked the board clerk for a roll call. The roll call was completed and names recorded for the meeting minutes. Chair Floyd said that he would ask for a motion for all items requiring board approval at the end of the budget amendment presentation.

Minutes of Previous Meeting

Minutes of the previous meeting were considered. There were no corrections or questions.

Unfinished Business/Reports

There was no unfinished business.

New Business

One-Stop Memorandum of Understanding

Ms. Wendy Johnson, Director of Workforce Development presented information to the board concerning the One-Stop Memorandum of Understanding. As a requirement of the Workforce Innovation and Opportunity Act, Public Law 113-128, the local Workforce Development Board, with the agreement of the Chief Elected Official, shall develop and enter into a Memorandum of Understanding between the local Workforce Development Board and the One-Stop Partners, concerning the operation of the One-Stop delivery system on an annual basis, and the required Infrastructure Funding Agreement, which is Attachment F in the MOU.

One-stop partners, including human service programs, must enter into an MOU with the local workforce board relating to the operation of the one-stop centers. MOUs must detail the services that the one-stops will provide

and how they will be coordinated with partner resources and delivered. MOU's must also detail the operational and service costs and how the system will be funded (Attachment F) (20 CFR 678.730).

Staff asked for the Policy Boards final approval of the MOU, which includes the Infrastructure Funding Agreement.

Chair Floyd asked for questions, there was none.

Workforce Development Board New Appointments

Ms. Wendy Johnson, Director of Workforce Development requested that the Policy Board appoint Jennifer Nicholes, Human Resource Manager at Siegwirk (Burke County), and Krista Bridgwood, Human Resource Manager at Bemis Manufacturing Company (Caldwell County) to the workforce development board in order to meet the Workforce Innovation and Opportunity Act (WIOA) board member private sector requirements. Both new board appointments would be for a two-year term beginning July 2020.

Chair Floyd asked for questions, there was none.

Environmental Health Services for Caldwell County

Mr. Anthony Starr, WPCOG Executive Director, presented a lease agreement to the board for space in Caldwell County for the purpose of fulfilling a new environmental Health Services contract in that county. Caldwell County officials contacted the WPCOG about the possibility of providing environmental health services. Environmental health services include: restaurant inspections, lodging inspections, well and onsite wastewater permitting and inspections, etc.

With the proposed arrangement, WPCOG would assume responsibility for all environmental health services for Caldwell County. This partnership allows for the combination of the county environmental health services with the existing WPCOG environmental services to form a more comprehensive operation with greater capacity. It also establishes the possibility of creating a multi-county environmental health operation.

Existing state laws allow for a Council of Governments to provide nearly any service on behalf of its member governments. In addition, NC General Statute 153A-259 specifically authorizes a county to contract with another governmental agency to provide public health or social services.

The partnership will provide for the WPCOG to hire seven new positions. Because all of those positions will be housed in the county Human Services Building, it is not necessary to charge our full indirect rate that covers the cost of WPCOG building and other administrative costs. Due to federal regulations, we cannot discount the cost of the service contract and a lease for the space in the county Human Services Building is the best mechanism to reflect the accurate cost of the WPCOG providing this service. The attached lease compensates Caldwell County at a rate of \$140,000 per year plus a 3% increase for each year thereafter. The lease would automatically terminate if the WPCOG no longer provides this service to Caldwell County. This is the first instance where it is not needed for the WPCOG to provide office space in its main building for WPCOG employees.

Staff requested the Policy Board to review the information and authorize the Executive Director to execute a lease with Caldwell County.

Ms. Kitty Barnes asked how many environmental health employees are currently housed with Caldwell County. Mr. Starr answered that currently Caldwell County has 6 full-time employees working in environmental health.

Chair Floyd asked for additional questions, there was none.

2nd Amendment of the FY 2020-2021 Budget

Ms. Andrea Roper, Finance Director, presented the 2nd Amendment of the 2020-2021 Budget reflecting a total budget of \$21,914,935 and an operating budget of \$8,044,217 which represents an increase of the total budget from the July 28th, 2020 budget of \$795,667.

The 2nd Amendment of the 2020-2021 Budget include:

- Transportation increased \$29,885 due to the addition of two new projects.
- Environmental Protection increased \$294,527 due to the new environmental health partnership and the elimination of reserve for future use expenditures.
- An increase of \$383,561 in Community Development due to the addition of several new projects/grants including urgent repair and single family rehabilitation grants.
- The Community and Regional Planning Department decreased \$34,602 to reflect actual expenditures and reduce reserve for future use expenditures.
- Economic Development increased \$124,822 due to the addition of several new projects, including the EDA CARES Act grant.
- Regional Public Housing increased \$31,397 due to additional COVID funding received.
- Area Agency on Aging Services decreased \$37,800 to correctly adjust for Family Caregiver funding.
- Fund Balance Appropriated increased \$12,694 to account for an increase in the ARC-LDD match amount.
- Chargeable salaries, retirement and group insurance increased due to the addition of seven positions for the new environmental health partnership with Caldwell County and a new transportation technician position.
- Contractual increased due to the addition of several urgent repair and single family rehabilitation grants.
- Capital Outlay-Equipment increased \$19,932 due to the anticipated purchase of a vehicle for the Regional Public Housing Department. This option will result in lower travel costs for home inspections.
- Contingency increased \$244,964 and Reserve for Future Use decreased \$161,104 to allocate funds for use in the near future.
- OPEB Trust Allocation increased \$70,459 to account for fringe contingency funds.
- All other changes to the expenditure lines reflect normal program needs.

Staff requests Policy Board to review and approve the second Amendment of the 2020-2021 Budget.

Chair Floyd asked for questions, there was none. Chair Floyd asked if there was a motion on the previous board items.

Mr. Joie Fulbright made a motion that the board approve and adopt the minutes from the July 28, 2020 meeting, One-Stop Memorandum of Understanding, Workforce Development Board New Appointments, Authorize the Executive Director to Execute a Lease with Caldwell County regarding Environmental Health Services, and approve

the 2nd Amendment of the FY2020-2021 Budget. Mr. Joe Gibbons offered a second. A roll call vote was called by Chair Floyd.

Larry Yoder	Yes	Bob Floyd	Yes	Jill Patton	Not Present
George Holleman	Yes	Barbara Pennell	Yes	Marla Thompson	Not Present
Wayne Abele	Yes	Dr. Caryl Burns	Yes	Ronnie Williams	Yes
Johnny Berry	Yes	Larry Chapman	Yes	Jerry Hodge	Not Present
Dennis Anthony	Not Present	Joseph L. Gibbons	Yes	Casey Pope	Not Present
Sheila Perkins	Not Present	Allen Spencer	Yes	Helen Chestnut	Yes
Ben Honeycutt	Not Present	Keith Warren	Not Present	Amparo Alfaro	Yes
Chris Jernigan	Yes	Kitty Barnes	Yes	Tommy Luckadoo	Yes
Gary McClure	Yes	James Weaver	Not Present	Randy Burns	Yes
John "Chip" Black, Jr.	Yes	Donald Robinson	Not Present	Jeanna Price	Yes
Mike Labrose	Yes	Dale Sherrill	Yes	Malla Vue	Not Present
Ronnie Setzer	Yes	Joie Fulbright	Yes		

The motion passed.

NC Radar Project Update

Mr. Anthony Starr, WPCOG Executive Director, provided an update on the radar project. Last summer, the WPCOG Policy Board heard a presentation regarding the issue of our portion of the state being part of an area not adequately covered by National Weather Service radars. The area extends from Charlotte to Hickory to Greensboro and is the most populous radar gap in the United States.

The Centralina Regional Council Executive Director and WPCOG Executive Director Anthony Starr met with NC Emergency Management (NCEM) Director Mike Sprayberry and his staff about the project on Friday, August 14, 2020. NCEM has a very favorable view of the project and we discussed a federal grant program that could fund the project.

Next steps include communications with the National Weather Service about the project and conducting a feasibility study to evaluate various issues and provide details for implementing the project. Issues to address with the study include, but are not limited to:

- Installation/Construction cost estimates
- Operational costs
- Site locations
- Identifying the best type of radar system
- Ownership structure of the radar systems (3 COGs vs. non-profit org)
- Local match for the grant(s)

Staff requests the Policy Board to provide feedback on the project.

Nominating Committee Appointments

Board Chair Floyd announced appointments to the nominating committee. Each year at the September Policy Board meeting, four Policy Board members are asked to serve on a nominating committee. Under the WPCOG Charter, the Policy Board Chair appoints the Nominating Committee. The Nominating Committee is responsible

for presenting a slate of officers, Executive Committee members and appointed (non-elected) board members for the following year during the November meeting. The Nominating Committee includes a representative from all four counties. Traditionally, two county officials and two municipal officials compose the four-member committee.

The following board members have been appointed and have agreed to serve on this year's nominating committee.

Kitty Barnes – Catawba County Commissioner
Wayne Abele – Burke County Commissioner
Larry Chapman – Town of Hudson Commissioner
George Holleman – Town of Taylorsville Mayor

WPCOG Past Board Chair Wayne Abele will serve as the Nominating Committee Chair. Staff will assist with scheduling a committee meeting shortly after the November election.

Staff Updates

Mr. Anthony Starr reviewed the Executive Director's Report outlining both current and upcoming projects by department. Additionally, Mr. Starr updated the board regarding ongoing office changes as part of the WPCOG response to COVID-19. Staff continue to see persons by appointments only. Foot traffic has greatly reduced due to the lack of meetings at the WPCOG facility.

The recent NC Western Water Quality Conference with Lenoir Rhyne was a great success with 232 participants registered for the online event. This is a higher number of registrants than the in-person event.

The Regional Housing Authority has approximately 2,200 families on the waiting list.

Adjournment

Chair Floyd adjourned the meeting at 6:01 pm.