

**Minutes
Western Piedmont Council of Governments
Bimonthly Policy Board Meeting
Tuesday, July 28, 2020
Video/Conference Call Meeting**

Members Present:

Bob Floyd, Jr., Chair
Jill Patton, Vice-Chair
Johnny Berry, Secretary
George Holleman, Treasurer
Barbara Pennell, Past Chair
Chip Black, At-Large
Wayne Abele, At-Large
Joseph L. Gibbons, At-Large
Kitty Barnes, At-Large
Larry Yoder
Johnnie Carswell, Alternate
Ronnie Setzer
Dale Sherrill
Joie Fulbright
Dennis Anthony
Dr. Caryl Burns
Ben Honeycutt
Larry Chapman
Marla Thompson
Ronnie Williams
Chris Jernigan
Gary McClure
Amparo Alfaro
Tommy Luckadoo
Helen Chestnut
Malla Vue
Casey Pope
Randy Burns

Local Government/Agency:

Cedar Rock
Hickory
Connelly Springs
Taylorsville
Gamewell
Valdese
Burke County
Lenoir
Catawba County
Alexander County
Burke County
Cajah's Mountain
Claremont
Conover
Drexel
Granite Falls
Hildebran
Hudson
Long View
Maiden
Morganton
Rutherford College
Appointed
Appointed
Appointed
Appointed
Appointed

In-person/Remote Participation

Remote
Remote
Remote
Remote
Remote
In-person at WPCOG
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote
Remote

Members Absent:

James Weaver	Brookford
Mike Labrose	Caldwell County
Donald Robinson	Catawba
Sheila Perkins	Glen Alpine
Allen Spencer	Rhodhiss
Jerry Hodge	Newton

Keith Warren

Sawmills

Jeanna Price

Appointed

Guests/Others Present:

Chase Winebarger, Sawmills, Remote

Donald Duncan, Conover, Remote

WPCOG Staff Present:

Anthony Starr, Executive Director, In-person at WPCOG

Sherry Long, Assistant 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

Call to Order/Welcome and Roll Call

A regular meeting of the WPCOG Policy Board was called to order at 6:00 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

WIOA Comprehensive Plan, Program Year 2020 - 2024

Ms. Wendy Johnson, Director of Workforce Development presented information to the board concerning the Workforce Innovation and Opportunity Act (WIOA) Comprehensive Plan for program year 2020 - 2024. The WIOA requires each Workforce Development Board (WDB) to develop and submit, in partnership with the local chief elected officials, a comprehensive four-year plan. The WIOA Comprehensive Plan is developed to provide current information on how the WDB plans to collaborate, operate, and impact the region through its workforce development funding, its partnerships, as well as continue to meet US Department of Labor Performance Standards as required in the WIOA law. The WDB staff worked to prepare this plan for Program Year 2020 – 2024. The 30-day public comment requirement ended on June 15th. The workforce board received formal notification from the Division of Workforce Solutions on July 1, 2020 that they approved Western Piedmont’s submitted plan. Therefore, the full plan is ready to be approved by the WPCOG Policy Board.

Staff requested the Policy Board to approve the WIOA Comprehensive Plan for Program Year 2020 – 2024.

Chair Floyd asked for questions, there was none.

2020 NCHFA Alexander, Burke, Caldwell Urgent Repair Assistance Policy & Procurement and Disbursement Policy

Ms. Sherry Long, WPCOG Assistant Executive Director and Director of Community and Economic Development presented information to the board concerning the award of \$200,000 from the North Carolina Housing Finance Agency (“NCHFA”) under the 2020 cycle of the Urgent Repair Program (“URP19”). This program will be used to provide urgent repair funds to twenty-seven (27) homes scattered throughout all towns, cities and municipalities in Alexander, Burke and Caldwell County in the 2020/2021 fiscal year. This program provides funds to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modifications and other repairs necessary to prevent displacement of very-low and low-income homeowners with special needs such as frail elderly and persons with disabilities and veterans.

This Assistance Policy describes who is eligible to apply for assistance under URP20, how applications for assistance will be rated and ranked, what the form of assistance is and how the repair/modification process will be managed. WPCOG has tried to design this URP20 project to be fair, open, and consistent with its approved application for funding and with NCHFA’s URP Program Guidelines.

The funds provided by NCHFA come from the North Carolina Housing Trust Fund.

This Policy explains what the program requirements are and how the program will operated during this cycle of funding. Staff requested that the board adopt the 2020 Urgent Repair Assistance Policy & Procurement and Disbursement Policy.

Chair Floyd asked for questions, there was none.

1st Amendment of the FY 2020-2021 Budget

Ms. Andrea Roper, Finance Director, presented the 1st Amendment of the 2020-2021 Budget reflecting a total budget of \$21,119,268 and an operating budget of \$7,248,550 which represents an increase of the total budget from the May 26th, 2020 budget of \$593,859.

The 1st Amendment of the 2020-2021 Budget include:

- Transportation increased \$18,374 due to the addition of marketing funds for Burke Transit and the new walkability grant received.
- Environmental Protection increased \$30,354 due to a new stormwater administration contract.
- The Community and Regional Planning department combined with the GIS department. The majority of GIS projects are support services to the established planning contracts/services. Between the loss of a GIS project and the gain of several planning contracts, Community & Regional Planning increased \$104,690 and GIS decreased \$98,814.
- Area Agency on Aging Services increased \$636,038 due to additional CARES (COVID-19) funding.
- Workforce Development increased \$9,308 due to additional infrastructure funding.
- Chargeable salaries and retirement increased due to the addition of a new administrative assistant position and other personnel changes. This position is funded by CARES Act funding.
- Contractual increased due to additional funding for Family Caregiver CARES funding.
- Supplies increased \$520,516 due to the additional CARES funding for the Aging department.

- Capital Outlay-Equipment increased \$42,500 due to the anticipated purchase of two vehicles for the Aging department. Limited staff travel makes funds available and this approach will result in lower travel/transportation costs.
- Contingency increased \$30,737 and Reserve for Future Use increased \$36,706 to allocate funds for use in future periods.
- OPEB Trust Allocation increased \$11,408 to account for fringe contingency funds.
- All other changes to the expenditure lines reflect normal program needs.
- WIOA Special Revenue Fund decreased by \$106,092 to reflect decreases in program funding.

Staff requests Policy Board to review and approve the First 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.

Ms. Kitty Barnes made a motion that the Policy Board approve and adopt the WIOA Comprehensive Plan for program year 2020 -2024, the 1st Amendment of the 2020 - 2021 budget and the 2020 Urgent Repair Assistance Policy and the Procurement & Disbursement Policy as presented. Ms. Jill Patton offered a second. A roll call vote was called by Chair Floyd.

Larry Yoder	Yes	Bob Floyd	Yes	Jill Patton	Yes
George Holleman	Yes	Barbara Pennell	Yes	Marla Thompson	Yes
Wayne Abele	Yes	Dr. Caryl Burns	Yes	Ronnie Williams	Yes
Johnny Berry	Yes	Larry Chapman	Yes	Jerry Hodge	Not Present
Dennis Anthony	Yes	Joseph L. Gibbons	Yes	Casey Pope	Yes
Sheila Perkins	Not Present	Allen Spencer	Not Present	Helen Chestnut	Yes
Ben Honeycutt	Yes	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	Not Present
Mike Labrose	Not Present	Dale Sherrill	Yes	Malla Vue	Yes
Ronnie Setzer	Yes	Joie Fulbright	Yes		

The motion passed.

Natural Resources Program Update; New Regional Planning Tools

Mr. Johnny Wear, WPCOG Senior Planner & Natural Resources Administrator, provided a presentation on the WPCOG’s Natural Resources Program, which is primarily made up of water quality programs. Water quality programs at the WPCOG include the Western Piedmont Water Resources Committee, Watershed and Source Water Planning, the Septic Tank Repair Program, and Stormwater Planning and Administration. These program components include grant writing and administration, regional plans to qualify for grant funding or to meet federal requirements, and outreach to local governments, students, teachers, and the general public.

Mr. Wear will also update the Board on new tools that the Community and Regional Planning Department are utilizing that improve the level of services and products to our local governments.

Staff Updates

Mr. Anthony Starr reviewed the Executive Director's Report outlining both current and upcoming projects by department. Additionally, Mr. Starr thanked members of the board for their attendance in the remote meeting.

Adjournment

Chair Floyd adjourned the meeting at 6:51 pm.