



**Executive Committee  
August 26, 2020  
Virtual Meeting via Zoom  
Land of Sky Regional Council  
339 New Leicester Highway, Suite 140, Asheville, North Carolina 28806**

**AGENDA**

**1. Call to Order (11:00am)**

**2. Consent Agenda**

*Consent Agenda items are considered routine and noncontroversial in nature, and are considered and approved by a single motion and vote. If any member of the Executive Committee requests an item be removed from the Consent Agenda for separate consideration and action that item will be placed under the Business, Updates and Discussion section of the agenda.*

- A. June 24, 2020 Executive Committee Meeting Minutes
- B. April 22, 2020 Executive Committee Meeting Minutes - Corrected
- C. FY 2020/2021 Budget Amendment #1

**3. Business**

- A. Area Agency on Aging (AAA) 2020-2024 Aging Plan
- B. Proposed bonus for finance staff
- C. Strategic Plan Update

**4. Other Items**

- A. Executive Director Report
- B. Land of Sky Regional Council Office Status
- C. COVID-19 Regional Response Effort
- D. Federal and State Advocacy Agenda

**5. Adjournment**

**Land of Sky Regional Council  
Virtual Meeting via Zoom  
Executive Committee  
June 24, 2020**

**Minutes**

Land of Sky Regional Council's Executive Committee held a virtual meeting via the Zoom platform on Wednesday, June 24, 2020. Executive Committee members participating in the meeting remotely included Albert Gooch, Bob Tomasulo, Mike Hawkins, Patrick Fitzsimmons, and Barbara Volk. Land of Sky staff participating included Nathan Ramsey, Christina Giles, Glenda Brown, and Zia Rifkin (Recording). Land of Sky Regional Council staff attending the meeting remotely included Erica Anderson, Charlotte Sullivan, and LeeAnne Tucker. Guests included Drew Pollick and Samantha Cole (remote participation). Land of Sky's legal counsel, Susan Russo-Klein (remote participation) was also present.

**Call to Order** – Vice Chair Volk called the meeting to order at approximately 11:10am.

**Business**

**Approval of Consent Agenda** – The consent agenda composed of items A. May 27, 2020 Executive Committee minutes and B. FY 2019/2020 Budget Amendment #9 was presented for approval with no modification requested.

Charlotte Sullivan shared that the purpose of Budget Amendment #9 is to incorporate additional funding into LOSRC's current FY 19/20 budget including \$111,920 in funding for the Area Agency on Aging (AAA), \$150,000 in Workforce Development funding to serve dislocated workers with training and work-based learning activities, and \$85,053 in funding for the Economic and Community Development Department. The total budget amendment is \$346,973.

***Patrick Fitzsimmons moved to approve the consent agenda as presented. Albert Gooch seconded and the motion carried unanimously upon a roll call vote, and without further discussion.***

**Business**

**WNC Regional Leaders Initiative**

Since early this year there has been a dialogue with five counties (Buncombe, Haywood, Henderson, Madison and Transylvania) led by the Chambers of Commerce. Samantha Cole with the Asheville Area Chamber of Commerce has facilitated this conversation. Land of Sky Regional Council has encouraged this dialogue and Nathan, Danna and Erica have participated in these meetings.

Nathan Ramsey introduced Samantha Cole, with the Asheville Chamber, who shared about the WNC Regional Leaders initiative. She noted that we are in an environment with a health emergency and an economic downturn. Some months ago, work began on this initiative by having conversations with regional leaders. There are many resources being shared in the region, designed to help workers, residents, and employers. Land of Sky Leadership staff, along with leaders from five western counties agreed that this initiative was worth pursuing. The next step could bring in regional employers, to provide the big view of economic development. The goal is to find ways to work together as a region to share challenges and solutions. Samantha noted that this region previously had the lowest unemployment in the state and now it is the second highest. Creating a collaborative effort, sharing best practices, facilitating dialogue are all components of this initiative.

Discussion occurred regarding relating this initiative back to GrowWNC. Nathan Ramsey shared that LOSRC received an over \$1 million grant from EDA to initiate the regional planning effort, which was branded GrowWNC. The initiative eventually led to some disagreement among units of local government in the region. Mike Hawkins shared his support for this new initiative. Erica Anderson shared that overall, this process has gone very well, to date. It is a huge asset to have a regional approach to support solutions to regional challenges. Nathan Ramsey shared that this initiative could be a top priority for the region, aligns with LOSRC's strategic plan, and aims to address regional challenges.

***Information item. No action requested.***

Land of Sky Regional Council Diversity and Inclusion Focus

Considering recent national and local events, Land of Sky Regional Council staff core values has been amended to add the following core values:

- We value cultural, gender, racial and ethnic diversity;
- We believe diversity and inclusion make us stronger.

We propose that the Council establish a Diversity and Inclusion Committee comprised of Executive Committee members and staff to oversee the Council's Diversity and Inclusion efforts.

Drew Pollick, with Craft HR Solutions, shared that conversations around diversity and inclusion dominate currently. He summarized by noting that many organizations are taking the path to inclusion, diversity and equity planning. Equity is being incorporated into the dialogue around inclusion and diversity. Organizations beginning this journey, begin with an awareness of the challenges. Organizations could increase diversity by examining age, gender, etc. of workers in order to gain an understanding of who is part of the organization. Needs and action steps could come through evaluation of goals and policies. Having diverse, qualified candidates as part of the hiring process could be an integral part of inclusiveness and could increase diversity from a hiring perspective. Another process is how to prepare staff for their roles. Another avenue to diversity and inclusion could include setting goals aligned with organizational directives. To make progress towards goals, including a short-term and longer-term perspective, small goals, become the building blocks towards larger goals. Steps in the process include leadership engagement, having the resources necessary to achieve goals, measuring outcomes and reporting the results. Leadership sets goals, forms an inclusion, diversity and equity response team to identify data of interest (demographics), reviews policies and procedures and training. Areas of focus on unconscious bias awareness and team building training lead to an increase in diversity awareness.

Discussion occurred regarding the potential for future litigation due to not engaging with a diverse community. Short term steps included chartering a committee, to assist in getting a handle on the data and initiate the process to begin reviewing policies and procedures. Creation of board goals could include increasing diversity on the board through the inclusion of parties not currently at the table. Susan Russo-Klein stated that the goal is to bring everyone up as part of increasing diversity. Adjustments could be made in performance management within the organization to increase fairness across the organization. It was noted that this could be viewed as a learning experience for the organization.

Discussion occurred about potential financial impact to the budget, as this process gets underway. Nathan Ramsey noted that the more challenging thing for LOSRC is that the organization may not have adequate starting pay to attract those diverse candidates. He also noted that the organization knows that there are improvements to be made.

Discussion occurred about whether this could be a transferable initiative that could be used by member governments in the region. There are several ways this could be developed, which could include member governments receiving trainings, too. Hosting online trainings was also mentioned

Bob Tomasulo and Mike Hawkins volunteered to serve on a Diversity and Inclusion committee at LOSRC.

***The Executive Committee reached consensus that Bob Tomasulo and Mike Hawkins would be the initial Executive Committee members for the Council's Diversity and Inclusion committee.***

Nathan Ramsey shared about the memo released June 9 (racial disparities memo) and he wondered if the Executive Committee wanted to release a public statement or direct the organization on how to proceed. He noted that he has been working with LOSRC staff to present some data to the region on racial disparities. He shared his anticipation that this committee could play a big part in addressing these efforts.

#### Land of Sky Regional Council Office Status

Effective March 12, 2020 Council offices closed to the public and staff were encouraged to telework to the greatest extent possible. The most recent memorandum, released on June 6, 2020, stated that the Council office will remain closed until further notice. Nathan Ramsey shared that currently, the office remains closed to the public and staff are encouraged to continue teleworking. Some staff are in the office daily (NEMT, finance staff, and support staff). He noted that LOSRC staff have been reminded of the Families First Act, which provides paid sick leave under certain circumstances associated with the COVID-19 response. Nathan Ramsey shared that it may be possible to open the lobby area only, at some point, in order to accommodate clients who need to come to the office.

Discussion occurred about what other local government offices are doing, including making appointments for people who need to visit the office. In addition, it was noted that the Governor plans to issue Phase III directives, which may shed some light on how to proceed. Nathan Ramsey expressed the hope to have a public event late summer or fall in the Town of Mills River. More guidance may be available today after the Governor's announcement, planned for 3pm.

***Information item. No action requested.***

#### Other Items

##### Executive Director Report

Nathan Ramsey shared that his report was in the agenda packet. He gave a shout out to Charlotte, who broke her leg and had surgery recently. He shared that she has continued working during this trying time. He noted that Charlotte has completed her role as the interim finance director for the Town of Black Mountain. The Town's manager was very complimentary of Charlotte's efforts. He encouraged Executive Committee members to reach out with any questions about his report. Nathan also shared that a request has been submitted on behalf of Buncombe County, for over \$450k to provide temporary workers to assist with community testing, utilizing National Dislocated Worker Grant (NDWG) funding. Transylvania County is also working on a request for the same funding to provide temporary workers for contact tracing.

Nathan Ramsey gave a shout out to George Goosmann and Nancy Allen for their work on the Executive Committee.

##### COVID-19 Regional Response Effort

Nathan Ramsey shared an update on the COVID-19 Regional Response effort and noted that the weekly call is tomorrow at 1pm. Anyone interested in attending may contact Nathan for the Zoom login information. An update from the Governor's Office is planned for tomorrow's call. Nathan shared that weekly calls are ongoing and he encouraged Executive Committee members to reach out with any suggestions or concerns. The goal is to support local governments during this time.

##### Federal and State Advocacy Agenda

Nathan Ramsey shared that local governments are working with the NC League of Municipalities and the COG Association on advocacy issues. As part of the strategic plan, a public policy committee could be created. If any Executive Committee members are interested in serving, please reach out to him. Executive Committee members

directed Nathan to extend the offer to the Board of Delegates, as well. The goal is to have the committee in place by mid-July.

Adjournment

Vice Chair Volk adjourned the meeting, as there was no further business.

DRAFT

**Land of Sky Regional Council  
Virtual Meeting via Zoom  
Executive Committee  
April 22, 2020**

**Minutes**

Land of Sky Regional Council's Executive Committee held a virtual meeting via Zoom on April 22, 2020. Executive Committee members participating in the meeting remotely included Chair Larry Harris, George Goosmann, Nancy Allen, Barbara Volk, Patrick Fitzsimmons, Bob Tomasulo, Albert Gooch, Mike Hawkins. Land of Sky staff participating included Nathan Ramsey, LeeAnne Tucker, Erica Anderson, Danna Stansbury, Christina Giles and Zia Rifkin (Recording). Susan Russo-Klein (remote participation) was present as LOSRC's legal counsel.

**Call to Order** – Chair Harris called the meeting to order at approximately 11:05am.

Chair Harris noted that the closed session would occur at the end of the meeting, after consideration of business items.

**Business**

**Approval of Consent Agenda** – The consent agenda, composed of item A. March 25, 2020 Executive Committee minutes was presented for approval with no modification requested.

***George Goosmann moved to approve the consent agenda as presented. Barbara Volk seconded and the motion carried without further discussion.***

**New Business, Discussion & Updates**

**FY 2019/2020 Budget Amendment #7**

Charlotte Sullivan shared Land of Sky Regional Council has entered into a strategic partnership with Dogwood Health Trust (DHT) to increase the availability of Personal Protective Equipment (PPE) in our region. Many local governments are struggling to obtain PPE during the COVID-19 outbreak. Budget Amendment #7 appropriates \$15,000 from General Operations in order for Land of Sky Regional Council purchase 5,000 KN95 masks from DHT at a cost of \$2.88 per mask. It is the intent of the Council to offer these masks to local governments at cost (\$2.88 per mask). If there were excess masks available beyond the needs of local governments, Council could make the masks available to its departments including the Area Agency on Aging. If there were excess masks available beyond departmental needs, then the masks could be made available to Council's key partners in the region. Administrative staff anticipate that no net expenses would be incurred and the total cost of the masks would be repaid to the Council.

Nathan Ramsey clarified that operational funds (\$15,000) are requested to be utilized for the procurement of 5000 KN95 masks at \$2.88 per mask. Local governments would pay the same cost per mask in order for LOSRC to recoup the cost.

Discussion occurred regarding the level of interest among local governments. These masks are imported from China and DHT put forth a herculean effort to procure these masks. Nathan Ramsey shared that 1000 masks would be provided to the AAA. He communicated Buncombe County Emergency Management are currently testing the masks to assure the safety of those. The KN95 mask is reusable. He also clarified that these masks can prevent 95%+ of particulates for people wearing the masks.

***Nancy Allen moved to approve Budget Amendment #7. Bob Tomasulo seconded and the motion carried unanimously without further discussion.***

#### Land of Sky Regional Council 510c3 Presentation

Nathan Ramsey shared Land of Sky Regional Council has discussed having a 501(c)(3) nonprofit organization linked to the strategic priorities of the organization for many years. In 2019, LOSRC developed a 5-year strategic plan, which included moving forward with incorporating a nonprofit organization. With assistance from our attorney at Roberts & Stevens, P.A., LOSRC has taken the initial steps to incorporate *Friends of Land of Sky Regional Council*, a 501(c)(3) nonprofit organization, with the intent to diversify departmental funding streams and to provide humanitarian assistance to the communities we serve. Nathan Ramsey also gave a shout-out to Vicki Jennings and Danna Stansbury for their efforts to move this project forward.

Vicki Jennings shared a brief presentation. The organization would like to develop a 501(c)(3) in order to diversify funding available to LOSRC departments. The non-profit could also be the fund-raising arm of LOSRC and should make it easier to accept monetary donations. The goal of having a 501-arm is to be able to move on critical issues more quickly by raising funding. Nathan Ramsey noted that Workforce Development has engaged in fund raising efforts in the past and has missed donations due to not having a non-profit arm to accept donations. Erica Anderson shared that there are many grants that should be applied for by a 501(c)(3). LeeAnne Tucker agreed that there are many funders that only accept applications from non-profits.

Discussion occurred regarding the process for moving forward on establishing a 501(c)(3). Chair Harris shared that he has been involved in the formation of a non-profit through service on other boards. He wondered about the governance structure of a non-profit arm. Nathan Ramsey shared that LOSRC wants to be a partner with the other non-profits in the region, not a competitor.

Vicki Jennings shared that staff wants to assure that strategic priorities are represented on the non-profit board by installing board members who represent those varied interests. Potential board members should include representatives from each county in the region plus Haywood County, as well as representation of diverse demographics.

Susan Russ-Klein shared that discussion of board structure has been discussed and she recommended diversity among board members, including some executive committee members. The IRS is concerned about entities using the tax-exempt status. Looking for good leadership with an average number of board members between 5-9. She noted that board members would be volunteers (uncompensated) and would provide an opportunity for individuals with specific expertise to serve on the board of directors for the 501(c)(3). Chair Harris clarified that the initial board of directors should have a majority of Executive Committee members in order for LOSRC to maintain control of the non-profit initially. He noted that the Executive Director would be an ad-hoc member of the board of directors for the non-profit. Once the non-profit is established, the board could further diversify. George Goosmann agreed that that the Executive Committee needs to have majority control initially. Bob Tomasulo shared that a 5-11 member board might be sufficient to adequately represent the region plus Haywood. Susan Russo-Klein noted that board structure may always be amended. It was also discussed that not all board seats need to be filled initially. Chair Harris shared that Executive Committee members were capable and able to move forward as board members for the non-profit. He also encouraged leadership staff to begin consideration of individuals in the region who would be good board members or even committee members for the board. Susan Russo-Klein confirmed that five Executive Committee members would be included on the initial 501(c)(3) board. She suggested staggering terms in order to ease the process of having Executive Committee members' roll off the non-profit board. Patrick Fitzsimmons suggested forming the board with a majority of Executive Committee members.

Vicki Jennings shared about an initial budget for the non-profit, including that there would be expenses for legal and audit costs. Other expenses include outreach, supplies, technology/software, and salary and fringe benefits costs (for Nathan Ramsey as Executive Director of the 501(c)(3)). It is anticipated that no funding would be available for expenses

beyond legal and audit fees during the first year of operation. Susan Russo-Klein shared that the IRS requires submission of a budget, so a little more detail would be required for the initial budget. The IRS does look at how compensation is paid, to assure that non-profit funds are not used as a personal piggy bank.

Susan Russo-Klein shared that the first step in moving this process forward is for the Executive Committee to pass a resolution. She noted that the IRS process is rather complex. She shared that once the committee approves moving forward, she would proceed with the process of incorporating the non-profit and pursue the tax-exempt letter from the IRS. Once the tax-exempt letter is received, grants may be applied for under the non-profit, etc. She estimated that the non-profit could be up and running by the end of this year. Chair Harris noted that donations could be accepted before the IRS tax-exempt status letter is received with the understanding that potential donors are aware of the pending letter. Chair Harris wondered if the non-profit could be the recipient of non-governmental monies and engage in activities to assist local governments. Nathan Ramsey shared that potentially, most donors could be from the business community and other partners. Susan Russo-Klein noted that bylaws for the non-profit could be presented at the next Executive Committee meeting for consideration of approval.

***George Goosmann moved to approve a resolution authorizing Roberts & Stevens, P.A., to move forward with incorporation of Friends of Land of Sky Regional Council and to authorize staff to work with legal counsel for filing of the form 1023 for tax exempt status. Patrick Fitzsimmons seconded and the motion carried unanimously without further discussion.***

#### Audit Firm Request for Proposals

Nathan Ramsey shared that Cannon & Company LLP, the audit firm for Land of Sky Regional Council notified staff that they would no longer be conducting governmental audits. The Council released a Request for Proposals for audit services and financial statement preparation. Council received five proposals from the following firms: Anderson Smith & Wike PLLC, Carter PC, Gould Killian CPA Group PA, Sharpe Patel CPA, and Thompson Price Scott Adams & Co. PA. Based on their relevant experience, professional staff, peer review and cost, staff recommends that Council select Anderson Smith & Wike, PLLC as the external audit firm to provide audit services and financial statement preparation for Council. Nathan Ramsey shared that Anderson Smith & Wike, LLC are located in Statesville, NC. He communicated that all of the proposals were from very good audit firms.

***George Goosmann moved that Council select Anderson Smith & Wike, PLLC as the external audit firm for Council and to authorize staff to enter into a contract with said firm for audit services and financial statement preparation for the upcoming fiscal year, ending June 30, 2020. Barbara Volk seconded and the motion carried unanimously without further discussion.***

#### Land of Sky Regional Council Forum Representative

The NC Association of Regional Councils of Government Forum is comprised of elected officials representing the sixteen (16) Council of Government regions in the State of North Carolina. Land of Sky Regional Council has not recently been represented at Forum meetings. Forum meetings are normally held in conjunction with COG Directors meetings.

“The Forum is a unique venue where municipal and county elected officials and community leaders convene to research and discuss issues and policies and seek regional solutions for local units of government and the State of North Carolina. This body focuses on issues that can best be addressed on a regional or statewide basis and then champions regional solutions to challenges facing its member governments through collaboration, partnership and consensus building.

The Forum consist of elected officials and community leaders from the 16 regional councils across North Carolina and serves as an advocacy and advisory group to the Association.”



Nathan Ramsey shared that this agenda item has been on the agenda for several meetings now. He requested the Executive Committee to provide direction on how to proceed with this matter. Chair Harris shared that he was willing to serve as the Forum representative, attending as best he could. He noted that if another Delegate was interested, he could be replaced at any time.

***The Executive Committee reached consensus that Chair Harris would represent LOSRC on the Forum.***

#### Other Items

COVID-19 Update: Nathan Ramsey shared LOSRC is working through the various departments to assist with the COVID-19 response to support local governments and partners.

#### COVID-19 Financial Support for individuals and Small Businesses:

Nathan Ramsey shared that Buncombe County reached out to see if LOSRC could support the One Buncombe effort and he noted that in fairness to all four-counties, the organization should not support One Buncombe at this time. Chair Harris noted that the Town of Black Mountain board chose not to participate since the citizens of the town already pay Buncombe County taxes so it wasn't something that the Town thought it could consider. George Goosmann agreed and shared that the Town of Biltmore Forest did the same thing. Other Executive Committee members concurred that government funds should not be used to support the non-profit of one specific county.

#### Board of Delegates Nomination of Officers:

Nathan Ramsey shared that the bylaws/charter have been shared in preparation regarding the request to form a nominating committee. He noted that the timeline to appoint Officers and other Executive Committee members should be discussed. Chair Harris communicated that the Board of Delegates should volunteer for the nominating committee. Nathan Ramsey noted that staff would follow up with Delegates to secure three volunteers for the committee. The nominating committee could present its recommendations at the May meeting. Nathan Ramsey reminded Executive Committee members that there are no term limits to serve on the business-body for Council.

#### LOSRC Indirect Cost Rate

Nathan Ramsey shared that the indirect cost rate declined and the benefit costs increased; it looks like it would be a wash.

#### Federal and State Advocacy Agenda

Nathan Ramsey shared that the organization is working through the NC Association of County Commissioners and the NC League of Municipalities regarding advocacy.

Chair Harris shared that he is a CarePartners Board member and at the meeting yesterday, it was shared that Mission Hospital has 400 empty beds and 300 ventilators that are not being used. The hospital thinks that the virus peaked on April 17 and that good practices should continue. He also shared that no employees at Care Partners have been affected by the virus.

***Nancy Allen moved to enter closed session to discuss a personnel matter. George Goosmann seconded and the Executive Committee entered closed session.***

#### Closed Session

***Bob Tomasulo moved to reenter open session. George Goosmann seconded and the meeting returned to open session at 12:10pm.***

Mountain Mobility Staff Pay Reclassification

***XXX moved to approved the Pay Reclassification of Mountain Mobility staff, XXX seconded the motion..***

Adjournment

Chair Harris adjourned the meeting, as there was no further business.

339 New Leicester Hwy., Suite 140  
Asheville, NC 28806  
p: 828.251.6622 | 800.727.0557  
f: 828.251.6353 | w: landofsky.org



## BUDGET AMENDMENT RESOLUTION #1

BE IT ORDAINED by the governing board of the Land of Sky Regional Council that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2021.

**SECTION I.** To amend the appropriations as follows:

Area Agency on Aging	\$ 509,161
Workforce Development	560,688
Economic & Community Development	653,293
General Operations	
Total Appropriations	\$ 1,723,142

**SECTION II.** It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Federal	\$ 1,313,927
State	(56,287)
Local	8,874
Local Dues	216,370
Private Grants, Contracts & Sponsor	118,574
Fees	120,139
In-Kind	1,578
Other	(33)
Total Estimated Revenues	\$ 1,723,142

**SECTION III.** The budget officer is authorized to allocate the amounts of projects, programs and functions to appropriate objects of expenditures in accordance with the requirements of the contract concerning each project, program or function.

**SECTION IV.** The Chairman and/or appropriate officers are authorized to execute all contracts or grants necessary to implement this budget, including federal and state grants, contracts for assistance to local governments and agencies, and subcontracts to local entities necessary to implement Council programs and activities.

**SECTION V.** Copies of this resolution shall be furnished to the finance/budget officer as directions in carrying out her official duties.

***Approved at the August 26, 2020 Executive Committee meeting of the Land of Sky Regional Council.***

\_\_\_\_\_  
Barbara Volk, Chair

\_\_\_\_\_  
Nathan Ramsey, Attest

**Land of Sky Region Council  
Revenue and Expenditures**



Fiscal Year → **FY21**  
Amendment → **One**

Amendment Date → **8/26/2020**

**Revenue and Expenditures**

Program Area	Proposed Budget as of Current Amendment -- 'One'	Budget as of Previous Amendment -- 'Start'	Increase or (Decrease) between Current and Previous Amendment	Percent Change between Current and Previous Amendment	Percent Change between Current Amendment Proposed Budget and FY Start
AAA - Area Agency on Aging	\$6,738,774	\$6,229,613	\$509,161	8.2%	8.2%
ECD - Economic and Community Development	\$4,236,781	\$3,583,488	\$653,293	18.2%	18.2%
MAWD - Workforce Development	\$2,411,959	\$1,851,271	\$560,688	30.3%	30.3%
MNG - General Operations	\$198,866	\$198,866	\$0	0.0%	0.0%
<b>Land of Sky Regional Council</b>	<b>\$13,586,380</b>	<b>\$11,863,238</b>	<b>\$1,723,142</b>	<b>14.5%</b>	<b>14.5%</b>

**Revenue by Source**

Funding Source	Proposed Budget as of Current Amendment -- 'One'	Budget as of Previous Amendment -- 'Start'	Increase or (Decrease) between Current and Previous Amendment	Percent Change between Current and Previous Amendment	Percent Change between Current Amendment Proposed Budget and FY Start
Federal	\$8,675,698	\$7,361,771	\$1,313,927	17.8%	17.8%
State	\$1,856,311	\$1,912,598	(\$56,287)	-2.9%	-2.9%
Local	\$1,839,113	\$1,830,239	\$8,874	0.5%	0.5%
Local-Dues	\$452,129	\$235,759	\$216,370	91.8%	91.8%
Private	\$346,567	\$227,993	\$118,574	52.0%	52.0%
Other	\$149,546	\$149,579	(\$33)	0.0%	0.0%
In-Kind	\$106,877	\$105,299	\$1,578	1.5%	1.5%
Fees	\$160,139	\$40,000	\$120,139	300.3%	300.3%
<b>Land of Sky Regional Council</b>	<b>\$13,586,380</b>	<b>\$11,863,238</b>	<b>\$1,723,142</b>	<b>14.5%</b>	<b>14.5%</b>

**Land of Sky Region Council  
Revenue and Expenditures**



**FY21**

**Fiscal Year**

**One  
8/26/20**

**Amendment Number  
Amendment Date**

FY21 Budget at Start; Total for AAA	Amendment One; Total for AAA	FY21 Budget at Amendment One; Total for AAA	FY21 Budget this Amendment as Percent of FY21 Budget Start
\$6,229,613	\$509,161	\$6,738,774	108.2%

**AAA Area Agency on Aging**

Unit	Grant Number	Grant Name	FY21 Budget at Start	Amendment One	FY21 Budget at Amendment One	FY21 Budget this Amendment as Percent of FY21 Budget Start
AAA	507	Medicare Improvement for Patients and Providers (MIPPA)	\$9,703	\$130	\$9,833	101%
AAA	510	Aging Planning & Administration	\$240,833	\$20,920	\$261,753	109%
AAA	522	Project Fan/Heat Relief	\$9,593	(\$4,164)	\$5,429	57%
AAA	524	Families First Act	\$1,272,964	(\$915,290)	\$357,674	28%
AAA	525	Project CARE	\$0	\$1,311,677	\$1,311,677	--
AAA	533	Project Care (Contributions)	\$9,593	(\$30)	\$9,563	100%
AAA	541	Health Promotion/Disease Prevention Pilot	\$30,850	(\$350)	\$30,500	99%
AAA	554	Ombudsman Event	\$1,795	(\$66)	\$1,729	96%
AAA	586	Foster Grandparent Program	\$408,056	\$64,502	\$472,558	116%
AAA	595	Senior Companion	\$392,115	\$31,832	\$423,947	108%

**Land of Sky Region Council  
Revenue and Expenditures**



**FY21**

**Fiscal Year**

**One  
8/26/20**

**Amendment Number  
Amendment Date**

FY21 Budget at Start; Total for ECD	Amendment One; Total for ECD	FY21 Budget at Amendment One; Total for ECD	FY21 Budget this Amendment as Percent of FY21 Budget Start
\$3,583,488	\$653,293	\$4,236,781	118.2%

**ECD Economic and Community Development**

Unit	Grant Number	Grant Name	FY21 Budget at Start	Amendment One	FY21 Budget at Amendment One	FY21 Budget this Amendment as Percent of FY21 Budget Start
ECD	320	Contract Fees	\$0	\$11,596	\$11,596	--
ECD	330	WRP - EPA Revitalizing -Complete the Cycle	\$35,000	(\$4,434)	\$30,566	87%
ECD	345	WRP - City of Durham	\$13,500	\$370	\$13,870	103%
ECD	346	WRP - NCDEQ-State Energy Program	\$50,000	(\$18,736)	\$31,264	63%
ECD	348	Dept. of Energy	\$50,000	(\$50,000)	\$0	0%
ECD	350	WRP - NCDEQ - Solid Waste Management	\$50,000	(\$3,492)	\$46,508	93%
ECD	370	WRP - Rural Utilities Service-Solid Waste - 10/17-9/18	\$30,000	(\$30,000)	\$0	0%
ECD	371	WRP - Rural Utilities Service-Solid Waste - 10/18-9/19	\$0	\$40,098	\$40,098	--
ECD	372	WRP - USDA/RUS	\$60,000	\$3,750	\$63,750	106%
ECD	375	WRP - USDA - Rural Energy for America - 4/18-3/20	\$38,000	(\$2,665)	\$35,335	93%
ECD	409	City of Asheville - Housing	\$0	\$4,673	\$4,673	--
ECD	429	WGN	\$0	\$5,000	\$5,000	--
ECD	436	EDA Planning Grant - 1/1/18-12/31/20	\$35,000	\$21,041	\$56,041	160%
ECD	440	City of Brevard T/A	\$5,600	\$1,084	\$6,684	119%
ECD	451	Z. Smith-Reynolds Foundation	\$30,000	(\$5,069)	\$24,931	83%
ECD	456	Town of Matshall TA	\$0	\$5,000	\$5,000	--
ECD	460	Montreat Storm water	\$0	\$30,422	\$30,422	--
ECD	470	ARC TA - Community Development	\$6,875	\$1,206	\$8,081	118%
ECD	497	Montreat Planning & Zoning	\$0	\$54,810	\$54,810	--
ECD	800	Clean Air Campaign	\$11,000	\$1,106	\$12,106	110%

**Land of Sky Region Council  
Revenue and Expenditures**



**FY21**

**Fiscal Year**

**One  
8/26/20**

**Amendment Number  
Amendment Date**

FY21 Budget at Start; Total for ECD	Amendment One; Total for ECD	FY21 Budget at Amendment One; Total for ECD	FY21 Budget this Amendment as Percent of FY21 Budget Start
\$3,583,488	\$653,293	\$4,236,781	118.2%

**ECD Economic and Community Development**

Unit	Grant Number	Grant Name	FY21 Budget at Start	Amendment One	FY21 Budget at Amendment One	FY21 Budget this Amendment as Percent of FY21 Budget Start
ECD	811	Congestion Mitigation & Air Quality - 2/1/18-1/31/20	\$7,000	\$3,392	\$10,392	148%
ECD	823	DOE/NETL Clean Cities Coalition Support - 2/1/16-1/31/19	\$110,000	(\$5,000)	\$105,000	95%
ECD	935	Bunc Co Transportation EDTAP	\$25,000	(\$25,000)	\$0	0%
ECD	953	French Broad Metro. Planning Org. -- Special Studies	\$232,000	\$709,623	\$941,623	406%
ECD	954	Transportation Demand Management (TDM) Coord	\$95,482	(\$95,482)	\$0	0%

**Land of Sky Region Council  
Revenue and Expenditures**



**FY21 Fiscal Year**

<b>One</b>	<b>Amendment Number</b>
<b>8/26/20</b>	<b>Amendment Date</b>

FY21 Budget at Start; Total for MAWD	Amendment One; Total for MAWD	FY21 Budget at Amendment One; Total for MAWD	FY21 Budget this Amendment as Percent of FY21 Budget Start
\$1,851,271	\$560,688	\$2,411,959	130.3%

**MAWD Workforce Development**

Unit	Grant Number	Grant Name	FY21 Budget at Start	Amendment One	FY21 Budget at Amendment One	FY21 Budget this Amendment as Percent of FY21 Budget Start
MAWD	210	Administration	\$162,520	\$60,592	\$223,112	137%
MAWD	211	Special Activities	\$11,050	(\$33)	\$11,017	100%
MAWD	212	John M Belk Endowment	\$140,000	\$31,797	\$171,797	123%
MAWD	220	Adult	\$522,092	\$102,405	\$624,497	120%
MAWD	223	Enhancement Adult Literacy	\$0	\$4,867	\$4,867	--
MAWD	230	Dislocated Worker	\$324,563	\$96,675	\$421,238	130%
MAWD	239	Finish Line Support/Operations	\$15,000	(\$3,874)	\$11,126	74%
MAWD	240	Youth - Out of School	\$325,784	\$59,648	\$385,432	118%
MAWD	241	Youth - In School	\$110,262	\$3,583	\$113,845	103%
MAWD	242	Finish Line - AB Tech	\$10,000	(\$3,529)	\$6,471	65%
MAWD	243	Finish Line - Blue Ridge CC	\$15,000	\$9,995	\$24,995	167%
MAWD	244	Early Childhood Initiative	\$200,000	\$15,386	\$215,386	108%
MAWD	266	Business Services Support - PY17	\$15,000	\$8,176	\$23,176	155%
MAWD	275	NDWG Admin	\$0	\$10,000	\$10,000	--
MAWD	276	NDWG	\$0	\$90,000	\$90,000	--
MAWD	277	NDWG Temp Empy. Admin	\$0	\$7,500	\$7,500	--
MAWD	278	NDWG Temp Empy	\$0	\$67,500	\$67,500	--



**Land of Sky Region Council  
Revenue and Expenditures**



**FY21** Fiscal Year

Amendment Number  
Amendment Date

One  
8/26/20

FY21 Budget at Start; Total for MNG	Amendment One; Total for MNG	FY21 Budget at Amendment One; Total for MNG	FY21 Budget this Amendment as Percent of FY21 Budget Start
\$198,866	\$0	\$198,866	100.0%

**General Operations**

MNG

Unit	Grant Number	Grant Name	FY21 Budget at Start	Amendment One	FY21 Budget at Amendment One	FY21 Budget this Amendment as Percent of FY21 Budget Start
				One	One	



### AGENDA ITEM SUMMARY

- Items:** 3A – Area Agency on Aging (AAA) 2020-2024 Aging Plan
- Nature of Items:** Action
- Attachment(s):** Land of Sky Regional Council Area Agency on Aging (AAA) Draft 2020-2024 Area Plan:  
[http://www.landofsky.org/pdf/Aging/LOS\\_AreaPlan\\_2020.pdf](http://www.landofsky.org/pdf/Aging/LOS_AreaPlan_2020.pdf)
- Background:** The Area Plan on Aging focuses on the strategic work of the Area Agencies on Aging (AAA) and its partners that is mandated by requirements under the Older Americans Act. The 2020-2024 Area Plan describes the AAA's future activities over the next four-years from July 1, 2020 to June 30, 2024. The four-year planning period, with the opportunity for submitting annual amendments to the Area Plan, will allow the AAA to develop a strategic plan for their region. It also affords AAA the opportunity to align and build on the goals outlined in the *2019-2023 North Carolina State Plan on Aging*, prepared by the N.C. Division of Aging and Adult Services.
- Part of the plan requires the Executive Committee to review and approve the plan
- Responsible Staff:** LeeAnne Tucker, Area Agency on Aging (AAA) Director
- Suggested Motion:** Motion to formally approve the Area Agency on Aging (AAA) 2020-24 Aging Plan as approved electronically by the Executive Committee on July 2020.



## AGENDA ITEM SUMMARY

- Items:** 3B – Proposed Bonus for Finance Support Staff
- Nature of Items:** Action
- Attachment(s):** Proposed Bonus Amounts
- Background:** The Land of Sky Regional Council Finance Director, Charlotte Sullivan suffered a broken leg on May 25, 2020. Since that time, Charlotte has been unable to drive and has been on crutches. The Finance Support Staff have taken on additional responsibilities as result. Due to the significant additional effort by the Finance Support Staff, the Finance Director recommends that each of these staff receive a one-time bonus. The source for these one-time bonuses will be from uncommitted administrative funds.
- Responsible Staff:** Nathan Ramsey, Executive Director and Charlotte Sullivan, Finance Director
- Suggested Motion:** Motion to approve the one-time bonuses to Finance Support Staff as presented.



**Land of Sky Regional Finance Support Staff One-Time Bonus**

<b>Position</b>	<b>Status</b>	<b>Proposed One-Time Bonus</b>
<b>Finance</b>		
<b>Arlene Wilson</b>	FT	\$1,200
<b>Sherry Christenson</b>	FT	\$1,200
<b>Wanda Clark</b>	PT	\$600



**AGENDA ITEM SUMMARY**

- Items:** 3C – Land of Sky Regional Council Strategic Plan
- Nature of Items:** No Action
- Attachment(s):** Land of Sky Regional Council Strategic Plan 2019 - 2021
- Background:** Land of Sky Regional Council adopted a strategic plan 2019-2021 in 2019. The Executive Committee will receive regular updates on the implementation of the strategic plan.
- Responsible Staff:** Nathan Ramsey, Executive Director
- Suggested Motion:** N/A.

## OUR VISION

To be a catalyst for increasing the **economic competitiveness** and quality of life for our region, while being recognized as a **leading regional development organization** in the nation.

## OUR MISSION

To partner with our local governments to identify and address relevant and emerging issues in Buncombe, Henderson, Madison, and Transylvania counties, while providing creative solutions and excellence service in the delivery of programs for our region.

## OUR CORE VALUES

**Service** – We exist to serve our local governments.

**Collaboration** – We work as a team to assist our local governments and key partners in meeting their challenges, and strive to bring the region together to face challenges in a unified way.

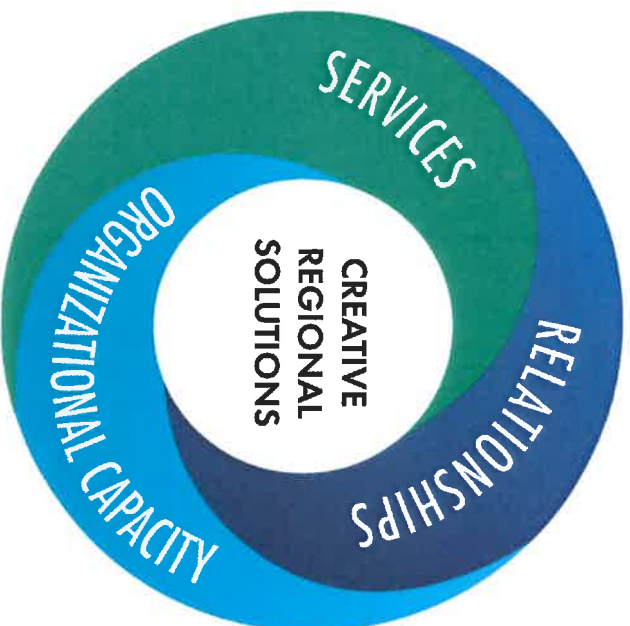
**Accountability** – We take responsibility for our actions as a team and as individuals.

**Resiliency** – We face challenges head-on with determination and optimism.

**Trust** – We build trust through transparency.

**Innovation** – We always seek out new ways to address challenges, old or new, internal or external.

# STRATEGIC PLAN 2019-2021



## OUR STRATEGIC PRIORITIES



### 1 SERVICES

Evaluate, improve, and expand services based on input from local governments and key partners.



### 2 RELATIONSHIPS

Foster existing partnerships and build new relationships with local government leaders, regional allies, state officials, and federal partners.



### 3 CAPACITY

Evaluate, expand and build organizational capacity as needed to address the regions needs.

# 1

## SERVICES



Evaluate, improve, and expand services based on input from local governments and key partners.

## GOAL 1.1

Develop and implement a comprehensive process for informing and obtaining input from all of the region's local governments concerning Land of Sky's value, relevance, services, and partnership opportunities.

### STRATEGIES

1. Conduct face-to-face interviews with elected and senior appointed officials from the 20 local government jurisdictions in the region.
2. Design and distribute a survey instrument to all local elected and senior appointed officials in the region.
3. Design and implement a method for receiving continuous feedback from all local elected and senior appointed officials in the region.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
1.1 Identify officials to be interviewed.	1st Quarter, 2019	Strategic Planning Committee, Executive Director
1.2 Develop interview questions.	2nd Quarter, 2019	Executive Director
1.3 Conduct interviews.	3rd Quarter, 2019	Executive Director
1.4 Develop survey instrument.	2nd Quarter, 2019	Strategic Planning Committee, Executive Director
1.5 Distribute survey instrument.	2nd Quarter, 2019	Executive Director
1.6 Design feedback tool.	3rd Quarter, 2019	Strategic Planning Committee, Executive Director
1.7 Launch feedback tool.	4th Quarter, 2019	Executive Director
1.8 Update to Board of Delegates	Ongoing/Quarterly	Strategic Planning Committee, Executive Director

## GOAL 1.2

Develop and implement a comprehensive process for obtaining input from regional partners concerning Land of Sky's value, relevance, services, and partnership opportunities.

### STRATEGIES

1. Identify key regional partners.
2. Conduct face-to-face interviews with identified regional partners.
3. Design and distribute a survey instrument to all regional partners.
4. Design and implement a method for receiving continuous feedback from all regional partners.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
1.9 Identify key regional partners.	1st Quarter, 2019	Strategic Planning Committee, Executive Director
1.10 Develop interview questions.	2nd Quarter, 2019	Executive Director
1.11 Conduct interviews.	3rd Quarter, 2019	Executive Director
1.12 Develop survey instrument.	2nd Quarter, 2019	Strategic Planning Committee, Executive Director
1.13 Distribute survey instrument.	2nd Quarter, 2019	Executive Director
1.14 Design feedback tool.	3rd Quarter, 2019	Strategic Planning Committee, Executive Director
1.15 Launch feedback tool.	4th Quarter, 2019	Executive Director
1.16 Update to Board of Delegates	Ongoing/Quarterly	Strategic Planning Committee, Executive Director

# 1

## SERVICES



Evaluate, improve, and expand services based on input from local governments and key partners.

**GOAL**  
**1.3** Based on input from local governments and regional partners, conduct a comprehensive assessment of Land of Sky's services and programs.

### STRATEGIES

1. Identify programs and services that should be expanded.
2. Identify needed program and service improvements.
3. Identify programs and services that should be scaled back or eliminated.
4. Identify new programs and services that should be offered.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
1.17 Identify programs and services that should be expanded.	1st Quarter, 2020	Executive Committee, Executive Director
1.18 Identify needed program and service improvements.	1st Quarter, 2020	Executive Committee, Executive Director
1.19 Identify programs and services that should be scaled back or eliminated.	1st Quarter, 2020	Executive Committee, Executive Director
1.20 Identify new programs and services that should be offered.	1st Quarter, 2020	Executive Committee, Executive Director
1.21 Update to Board of Delegates	Ongoing/Quarterly	Strategic Planning Committee, Executive Director

1st Quarter: January 1 – March 31  
2nd Quarter: April 1 – June 30  
3rd Quarter: July 1 – September 30  
4th Quarter: October 1 – December 31



# 2

## RELATIONSHIPS



Foster existing partnerships and build new relationships with local government leaders, regional allies, state officials, and federal partners.

### GOAL 2.1

Enhance communications with local governments and regional organizations.

#### STRATEGIES

1. Develop and implement a comprehensive strategy for outreach, marketing, and engagement.
2. Design and implement a process for informing local governments and regional partners about possible or anticipated emerging issues and, in turn, for obtaining feedback concerning such issues.
3. Increase the number of and involvement with affiliate Council members.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
2.1 Develop an outreach, marketing, and engagement strategy.	3rd Quarter, 2019	Program and Communications Committee, ED
2.2 Implement outreach, marketing, and engagement strategy.	4th Quarter, 2019	Program and Communications Committee, ED
2.3 Design a process for informing local governments and partners about emerging regional and local issues and obtaining feedback for such issues.	3rd Quarter, 2019	Program and Communications Committee, Executive Director
2.4 Implement a process for informing local governments and partners about emerging regional and local issues and obtaining feedback for such issues.	4th Quarter, 2019	Program and Communications Committee, Executive Director
2.5 Implement a program to inform organizations about the affiliate member program and grow the number of affiliate Council members.	2nd Quarter, 2019	Program and Communications Committee, Executive Director
2.6 Update to Board of Delegates	Ongoing/Quarterly	Strategic Planning Committee, ED

### GOAL 2.2

Improve experiences for those attending Board of Delegates meetings and work to increase attendance numbers for the meetings.

#### STRATEGIES

1. Create a Program and Communications Committee made up of Board of Delegates members to assist staff with meeting agendas, publications, and activities.
2. Develop and implement a system for continuously soliciting input from local governments for ways to improve Board of Delegates meetings.
3. Create and implement a new Council orientation program.
4. Implement technology that allows for remote participation in meetings.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
2.7 Form a Program and Communications Committee.	1st Quarter, 2019	Executive Committee
2.8 Develop and implement a system for obtaining feedback concerning ways to improve Board of Delegates meetings.	2nd Quarter, 2019	Program and Communications Committee, Executive Director
2.9 Create a new Council orientation program.	4th Quarter, 2019	Program and Communications Committee, ED
2.10 Implement a new Council orientation program.	1st Quarter, 2020	Program and Communications Committee, ED
2.11 Implement remote meeting technology.	3rd Quarter, 2019	Program and Communications Committee, ED
2.12 Update to Board of Delegates	Ongoing/Quarterly	Strategic Planning Committee, ED

# 2

## RELATIONSHIPS



Foster existing partnerships and build new relationships with local government leaders, regional allies, state officials, and federal partners.

### GOAL

## 2.3

Take a more active role in relationship building and advocacy efforts at the state and federal levels.

### STRATEGIES

1. Create a Legislative Relations Committee.
2. Take steps to ensure state and federal officials are invited and encouraged to attend the annual member government social and award presentation event.
3. Collaboratively develop a regional legislative priority list.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
2.13 Form a Legislative Relations Committee.	1st Quarter, 2019	Executive Committee
2.14 Ensure state and federal officials are invited and encouraged to attend the annual member government social and award presentation event.	3rd Quarter, 2019	Legislative Relations Committee, ED
2.15 Develop a regional legislative priority list.	4th Quarter, 2019	Legislative Relations Committee, ED
2.16 Update to Board of Delegates	Ongoing/Quarterly	Strategic Planning Committee, ED

1st Quarter: January 1 – March 31

2nd Quarter: April 1 – June 30

3rd Quarter: July 1 – September 30

4th Quarter: October 1 – December 31

# 3

## CAPACITY



Evaluate, expand and build organizational capacity as needed to address the regions needs.

### GOAL

#### 3.1

Evaluate Council operations to ensure internal capacity is adequate for current and future program requirements.

#### STRATEGIES

1. Work to identify efficiencies through examining work processes to capitalize on individual strengths, technology, and creativity.
2. Ensure administrative and finance capacity are at adequate levels to ensure organizational programmatic compliance.
3. Evaluate future space needs to ensure program expansion needs can be met.
4. Evaluate the current organizational structure and make necessary changes to enhance effectiveness and efficiency.
5. Identify other regional councils to serve as a benchmark for Land of Sky.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
3.1 Evaluate internal capacity.	2nd Quarter, 2020	Executive Director
3.2 Fill finance and administrative capacity gaps.	4th Quarter, 2020	Executive Director
3.3 Evaluate space needs.	2nd Quarter, 2020	Executive Director
3.4 Identify and implement changes, if needed, to organizational structure.	1st Quarter, 2021	Executive Director
3.5 Identify benchmark organizations.	4th Quarter, 2019	Executive Committee, Executive Director
3.6 Update to Board of Delegates.	Ongoing/Quarterly	Strategic Planning Committee, Executive Director

### GOAL

#### 3.2

Design and implement a formal staff development system.

#### STRATEGIES

1. Implement a comprehensive performance evaluation process for all staff.
2. Implement a system to develop custom professional improvement plans for each staff member.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
3.7 Design a performance evaluation system.	1st Quarter, 2020	Executive Committee, Executive Director
3.8 Implement a performance evaluation system.	3rd Quarter, 2020	Executive Director
3.9 Design a professional development plan.	1st Quarter, 2020	Executive Committee, Executive Director
3.10 Implement a professional development program.	3rd Quarter, 2020	Executive Director
3.11 Update to Board of Delegates.	Ongoing/Quarterly	Strategic Planning Committee, Executive Director

# 3

## CAPACITY



Evaluate, expand and build organizational capacity as needed to address the regions needs.

### GOAL

**3.3** Explore options for diversifying revenue streams.

#### STRATEGIES

1. Examine the formation of a non-profit or partnering with an existing non-profit to allow for private fund raising and diverse grant funding.
2. Examine forging relationships with private foundations.
3. Examine the expansion of existing and creation of new fee-for-service activities.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
3.12 Evaluate the value and feasibility of forming a non-profit or partnering with an existing non-profit.	3rd Quarter, 2021	Executive Committee, Executive Director
3.13 Explore partnerships with private foundations.	3rd Quarter, 2021	Executive Committee, Executive Director
3.14 Evaluate, adjust, and implement expansions for fee-for-service activities.	3rd Quarter, 2021	Executive Committee, Executive Director
3.15 Update to Board of Delegates.	Ongoing/Quarterly	Strategic Planning Committee, Executive Director

### GOAL

**3.4** Implement and continuously update processes and procedures to ensure accountability and transparency for Land of Sky operations and transactions.

#### STRATEGIES

1. Identify and monitor specific operations and transactions that should receive oversight beyond local, state and/or federal compliance regulations.
2. Develop and implement a system of checks and balances for specific operations and transactions that should receive additional oversight.
3. Create a process to periodically review operations and transactions to determine if additional operations and transactions should be added to the oversight list.

ACTION ITEM	COMPLETION TARGET	RESPONSIBLE PARTY
3.16 Identify operations and transactions that need oversight above and beyond state and federal review requirements.	1st Quarter, 2020	Executive Committee, Executive Director
3.17 Develop and implement adequate monitoring systems.	3rd Quarter, 2020	Executive Committee, Executive Director
3.18 Periodically review, update, and adjust monitoring systems.	Ongoing/Annually	Executive Committee, Executive Director
3.19 Update to Board of Delegates.	Ongoing/Quarterly	Strategic Planning Committee, Executive Director

1st Quarter: January 1 – March 31

2nd Quarter: April 1 – June 30

3rd Quarter: July 1 – September 30

4th Quarter: October 1 – December 31

Land of Sky Regional Council  
Interim Executive Director Report  
Respectfully submitted by Nathan Ramsey  
August 26, 2020

1. Economic Community Development

- Received \$20,000 BAND-NC grant from NC State University's Institute for Emerging Issues to promote digital inclusion.
- We have received a noncompetitive grant from EDA for \$400,000 over 2 years from the CARES Act, those funds will be reflected in the upcoming fiscal year.
- Submitted multiple competitive grants to EDA, ARC, FEMA, and DEQ, including reshoring manufacturing focused on the outdoor gear sector in collaboration with Southwestern Commission and High Country Council of Governments.
- Erica participated in a panel with NADO and ESRI on "Telling Your CEDS Story Online: An Introduction to Ersi Story Maps"
- Assisting regional PPE task force with many partners including MAHEC and local governments.
- Introduced the "WIFI LOT" which is a regional map with accessible WIFI locations.
- Waste Reduction Partners has been hosting webinars on COVID-19 reaching over 500 participants.
- Partnering with the AAA team to assist administer the CARES Act funds.
- Highlighted by the Robert Wood Johnson Foundation for the WestNGN project.
- ECD participated in the statewide webinar "Broadband and Beyond."
- Submitted a \$140,000 grant application to the NC Department of Justice to continue implementing innovative stormwater control measures in Black Mountain.
- Initiating the WNC Stormwater Partnership for training, education, and stormwater inventories for member governments.
- Partnering with the Chambers of Commerce, Small Business Support Agencies, nonprofits, and economic developers to assist small businesses through COVID-19 impacts.
- Partnering with EDA, NCORR, Rural Center, COGS, and others to build a framework for Resilience and Recovery.
- Facilitating the Regional Solid Waste Managers Forum and Recycling Program.
- Contracting with several towns for zoning and mapping assistance.
- Working with regional partners to identify Affordable/Workforce Housing opportunities for short-mid term solutions.

2. Workforce Development

- Received \$150,000 grant from the NC Department of Commerce to serve dislocated workers.

- Received \$75,000 grant from the NC Department of Commerce for temporary employment of dislocated workers to support COVID-19 contact tracing in Madison and Transylvania Counties.
- MAWDB submitted a \$1.5 million grant application for the ARC/USDOL WORC funding opportunity in collaboration with RTI International to enhance the educator/teacher workforce pipeline in the region.
- Still awaiting announcement from USDOL ETA on \$5 million grant application submitted in partnership with three other workforce boards and the NC Department of Commerce.
- Partnership with the Asheville Area Chamber of Commerce for a virtual job fair platform that can be utilized on an unlimited basis by our region's NCWorks Career Centers and the Board.
- Providing support for many employers who are downsizing or furloughing workers as well as many dislocated workers.

### 3. Administration

- Staff member tested positive for COVID-19 and the staff member was briefly was in the office and in contact with several other staff members including myself. Staff who were in contact with the infected staff member were tested for COVID-19 and results were negative. The office was subject to an enhanced cleaning by a contractor and staff must receive my permission to enter the office.
- We received six proposals in response to our Managed IT Services RFP. VC3 is our current provider and they have been our provider since 2015.
- Land of Sky Regional Council will be one of six statewide virtual stops (September 14) for the Leadership North Carolina Alumni tour held in collaboration with the Institute for Emerging Issues.
- The Council office large conference room will be an Early Voting location from October 15 – October 31. We will limit staff presence in the office during this time.
- Exploring the possibility of hosting a "Foreign Trade Zone" (FTZ) for our region.
- Staff participated in two racial diversity trainings offered by UNC Asheville and NC DHHS.
- EDI committee has met three times so far and we are focusing on internal training, external outreach, review of LOSRC policies and the development of hiring goals so Council will reflect the diversity of our region.
- Working with Craft HR Solutions on diversity & inclusion efforts as well as staff evaluation tool.
- Employee Manual work completed (the manual is a living document, so I don't want to say it is complete – can you think of better wording?)
- Completed LOS Board Orientation
- Leadership NC Virtual Road Tour preparation for 9/14 LOS statewide kickoff
- Danna participated in State Health Plan Open Enrollment 2021 and Health Benefit Representative training webinars
- Danna participated in 401k update with Charlotte and Prudential representative
- Danna held new employee orientation meetings for new staff members

- Danna and Wanda submitted annual Department of Labor report
- Small business meetings with five county chambers of commerce and small business support organizations to develop strategies to support our region's small businesses
- Danna held contract review meeting with Charlotte and Employee Assistance Network representative
- Danna and Charlotte participated in annual School of Government Public Employee Law Update
- Danna arranged September Board of Delegates meeting speakers – UNC Asheville Chancellor Nancy Cable and Western Carolina University Chancellor Kelli Brown
- Our region has continued to move forward with our local MyFutureNC effort to increase postsecondary credential attainment aligned with local workforce needs.
- Weekly COVID-19 response calls have been averaging between 35 – 130 participants.
- Preparing FEMA disaster recovery reimbursement request for eligible expenses.
- Supporting staff telework needs and many virtual meetings.
- Hosted multiple meetings on behalf of the NC Association of Regional Council of Governments (NC ARCOG).
- Response rates for the US Census in our region and NC are lagging and we are working with local partners to increase the response rates for our four counties. Failure to accurately count all of our population will cost our local governments and communities over \$300 million annually and will diminish our political representation in the NC legislature and US Congress.
- Articles of Incorporation for the LOSRC nonprofit "Friends of LOSRC" has been approved by NC Secretary of State's office.

#### 4. Area Agency on Aging

- CARES Act will roll out in August and September to aging providers in our region. The following will go to county providers: Buncombe County: \$487,241; Henderson County: \$259,246; Madison County: \$58,489; and Transylvania County: \$92,293.
- Dee Heinmuller joined the AAA team in July 2020 as the Senior Companion Program Manager. Previously, Dee was the Director of Community Services in Madison County. There she managed eight programs, forty employees, and a \$1.5 million budget. She has a Master's Degree in Social Work from East Carolina University and a Bachelor's Degree in Social Work from UNC-Greensboro. Dee lives in Madison County on a small farm. She is very excited to be part of a caring team of Senior Companion Program volunteers and Land of Sky Regional Council, and is honored to be a part of this dynamic community.
- Staff coordinated six evidence-based health promotion programs (Living Healthy at Home Chronic Disease Self-Management Program) to begin mid-September serving approximately 48 older adults. Staff concluded their first Zoom Tai Chi for Arthritis workshop and are exploring options for offering another this fall. Interest for both programs is growing, with referrals coming from Mission Health, local federally qualified health centers (FQHCs), and healthyagingnc.com.

- Community Health Workers continue to provide important services to Asheville Terrace residents. Community Health Workers regularly support seven homebound residents' wellbeing and bring vital resources into the community of 248 households. A popular program they manage is the bi-weekly MANNA food distribution serving approximately 70 residents at each distribution.
- 32 percent of the \$46,836 that the State has provided to the Western Project C.A.R.E. office this fiscal year has been allocated to 30 dementia caregivers. Each of these caregivers has received a voucher that is good for \$500 worth of respite care services. All but one are using the funds to pay for in-home respite care provided by a private individual. The other caregiver will use the funds to pay for adult day care two days per week for a month. Of the 30 caregivers who have received respite funding, ten are new to the program. Thirteen of the 15 counties served by the western office have received services so far this fiscal year.
- Family Caregiver Program staff coordinated a Care Recipient Group with 12 people from Henderson County; had 47 conversations and/or email exchanges with caregivers in Buncombe, 5 in Madison, 3 in Transylvania and 43 in Henderson; emailed resource information to 194 caregivers; and completed CARES Act Waiver and submitted to the State for approval.

#### 5. Mountain Mobility

- Looking at new funding models as the state eliminated ROAP (Rural Operating Assistance Program) funds; several area nonprofit and educational organizations depended on ROAP funds for transportation for clients and students.
- Seeing continued increases in trips and increased ridership on Trailblazer routes.
- RIDE program still in decline as passengers are continuing to delay unnecessary travel.
- We hired Sarah Marcin as our new PT RIDE Program Coordinator. She started with us July 6.

#### 6. NEMT

- Contract approved by Buncombe County for program year 2020 – 2021. Land of Sky was selected as the provider of this service after a RFP process.





# NORTH CAROLINA

## Department of the Secretary of State

---

**To all whom these presents shall come, Greetings:**

I, Elaine F. Marshall, Secretary of State of the State of North Carolina, do hereby certify the following and hereto attached to be a true copy of

### ARTICLES OF INCORPORATION

OF

**FRIENDS OF THE LAND OF SKY REGIONAL COUNCIL, INC.**

the original of which was filed in this office on the 17th day of July, 2020.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 17th day of July, 2020.

*Elaine F. Marshall*

Secretary of State

State of North Carolina  
Department of the Secretary of State

ARTICLES OF INCORPORATION  
NONPROFIT CORPORATION

Pursuant to §55A-2-02 of the General Statutes of North Carolina, the undersigned corporation does hereby submit these Articles of Incorporation for the purpose of forming a nonprofit corporation.

1. The name of the corporation is: **Friends of the Land of Sky Regional Council, Inc.**
2. The corporation is a charitable or religious corporation as defined in NCGS §55A-1-40(4).
3. The name of the initial registered agent is: Nathan Ramsey.
4. The street address and county of the initial registered office of the corporation is:

339 New Leicester Highway, Suite 140  
Asheville, North Carolina 28806  
Buncombe County

The mailing address is the same as the street address.

5. The name and address of each incorporator is as follows:

Land of Sky Regional Council, Inc., by its Board of Directors. Please see the incorporators set forth on Exhibit A attached hereto and incorporated herein by reference.

6. The corporation will not have members.
7. The street address and county of the principal office of the corporation is:

339 New Leicester Highway, Suite 140  
Asheville, North Carolina 28806  
Buncombe County

The mailing address is the same as the street address.

The principal office telephone number is: (828) 251-6353.

8. The number of directors constituting the initial Board of Directors shall be between seven (7) and nine (9) as determined by the Board of Directors, and the names and addresses of the persons who are to serve as the initial directors are as set forth on Exhibit B attached hereto and incorporated herein by reference.

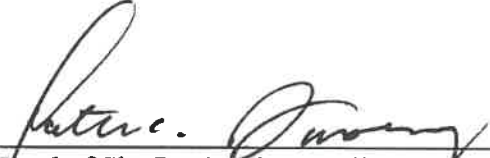
9. To the fullest extent permitted by the North Carolina Nonprofit Corporation Act as it exists or may hereafter be amended, no person who is serving or who has served as a director of the corporation shall be personally liable for monetary damages for breach of any duty as a director. No amendment or repeal of this article, nor the adoption of any amendment to these Articles of Incorporation inconsistent with this article, shall eliminate or reduce the protection granted herein with respect to any matter that occurred prior to such amendment, repeal, or adoption.
10. The corporation is organized for charitable, religious and educational purposes including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1986 (herein the "Code") (or the corresponding provisions of any future United States Internal Revenue Code).
11. No part of the net earnings of the corporation shall inure to the benefit of or be distributable to, its directors, officers, or other private persons except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of purposes set forth in these Articles of Incorporation. No substantial part of the activities of the corporation shall be for the carrying on of propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provisions of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Code or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code.
12. Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation, or to such organization or organizations organized and operated for similar charitable, religious and/or educational purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Code as the Board of Directors shall determine, or to federal, state, or local governments to be used exclusively for public purposes. Any such remaining assets not so disposed of shall thereafter be disposed of by the Superior Court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organizations, such as the court shall determine, which are organized and operated exclusively for such purposes, or to such governments for such purposes.

/ /

R&S 2427957\_1

13. These articles will be effective upon filing.

This is the 22 day of June, 2020.

  
\_\_\_\_\_  
Land of Sky Regional Council, Incorporator  
By Nathan Ramsey, Executive Director

**EXHIBIT A**

**Incorporators**

Name:	Address:
Barbara Volk	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806
Patrick Fitzsimmons	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806
Mike Hawkins	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806
Norris Gentry	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806

**EXHIBIT B**

**Initial Directors**

Name:	Address:
Barbara Volk	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806
Patrick Fitzsimmons	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806
Mike Hawkins	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806
Norris Gentry	339 New Leicester Highway, Suite 140 Asheville, North Carolina 28806