

Land of Sky Regional Council
June 22, 2022
Regular Meeting



When joining the virtual meeting, Delegates are requested to mute themselves and to un-mute for discussion or moving on orders of business.

Delegates are requested to state their names when moving on orders of business. Thank you!

AGENDA

- I. Call to Order (12:30pm)**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Consent Agenda**
 - A. Modification/Approval of Agenda
 - B. Approval of the Previous Minutes (May 2022)
- VI. Public Hearing – FY 2022/23 Budget**
- VII. Comments by the Chair and Delegates Roundtable**
- VIII. Public Comment**
- IX. Presentations/Recognition**
 - A. Morgan Bradley, Development Officer, WNC Bridge Foundation
 - B. Reginal Speight, State Director, USDA Rural Development
- X. Old Business**
 - A. Approval of FY 2022/23 Budget Ordinance
- XI. New Business**
 - A. Proposed Bylaw Amendments
 - B. Proposal for Local Dues to change based on population growth every five years
- XII. Executive Director's Report**
- XIII. Important Dates**

Next regularly scheduled board meeting will take place on Wednesday, August 24 at 12:30 pm either in-person at the Land of Sky Regional Council office or remotely via zoom. There will be a BBQ at the Town of Mills River Community Park on July 29 from 11:30 am – 1:30 pm.
- XIV. Adjournment**



BOARD OF DELEGATES AGENDA ITEM

- Subject:** Consent Agenda
- Item Number:** V. Consent Agenda:
A. Modification/Approval of the Board's Agenda for June 22, 2022
B. Approval of Minutes from the May 25, 2022, Regular Meeting
- Responsible Party:** Zia Rifkin, Administrative Services
- Attachment(s):** Minutes from the May 2022 Regular Meeting
- Background:** Item B. May 2022 Regular Meeting Minutes Recap:
Quorum was present to conduct business at the May 2022 meeting and the minutes provide a recap of the Delegates' updates from around the region. Presentations were provided by Dr. Rebecca Tippet, Director at the Carolina Demography at the Carolina Population Center at UNC Chapel Hill; presentation of the Trailblazer Award to ; Heather Burkhardt, Executive Director, NC Coalition on Aging; and Jennifer Teague, Program Manager, Aging and Adult Services, Buncombe County Health and Human Services, Buncombe County Active Aging Center.
- Staff Recommendation:** Recommend approval of the Consent Agenda
- Suggested Motion(s):** Move to approve the Consent Agenda, as presented.

**Land of Sky Regional Council
Board of Delegates
Regular Meeting**

May 25, 2022

Minutes

- I. Call to Order – Chair Volk called the meeting to order at approximately 12:30pm.
- II. Silent Invocation – A moment of silence was observed.
- III. Pledge of Allegiance – Chair Volk led the group in the Pledge of Allegiance.
- IV. Roll Call – Nathan Ramsey called the roll. The following members were present: Tim Love, William Lapsley, Michael Garrison, Sandra Kilgore, Jonathan Kanipe, Larry Harris, Maureen Copelof, Barbara Jeter, Preston Blakely, Barbara Volk, Deb Bridges, Jeff Young, Daniel Cobb, Patrick Fitzsimmons, Doug Jackson, Elisabeth Ervin, Shannon Tuch, Christopher Todd,

Guests Present – Jennifer Teague, Dr. Rebecca Tippett, Heather Burkhardt, Robin Ramsey, Hunter Jones, Delores Stroup, Betsy Ervin, Hazel Thornton, Sherrye Perry, Shawn Slome, Robin Ramsey, Michele Wood, Dr. Arthur Salido, Ali Climo, Terri Bowman, David White, Elizabeth Williams, DK Wesley

A quorum was present to conduct business.

- V. Consent Agenda – The consent agenda, consisting of the Board’s modified May agenda and the minutes of the April 27, 2022, meeting was presented for approval.

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

- VI. Chair’s Comments and Delegates Roundtable

Chair Volk requested that Delegates share updates and news of interest in their jurisdictions.

Delegates Roundtable

Tim Love – Shared that Buncombe County has allocated \$3.2 million towards early childhood education with ARPA funds to support an increase in the number of providers. The County at its last meeting resolved on a 20% conservation goal.

Commission Chair William Lapsley – Shared that Henderson County is moving forward with its budget proposal, and it looks like it will be a good year.

Commissioner Larry Chapman – Shared that Transylvania County is very busy, and the Manager is getting ready to present the budget for next year. It was an excellent, smooth election, and everything is going well in the County.

Council Member Sandra Kilgore – Shared that the City of Asheville is working on its budget (volume insufficient). The Ingles request was approved for its Patton Avenue development.

Town Manager Jonathan Kanipe – Shared that the Town of Biltmore Forest is ready to present its budget at their public hearing. Also included in the budget is a COLA for employees and there is ongoing work on a stream restoration project. The Town is undertaking many environmental and transportation projects.

Mayor Larry Harris – Shared that the Town of Black Mountain has included a 6% COLA in its budget along with additional salary increases. The goal is to adequately compensate those who serve the Town. The Mayor noted that workforce development could solve the job vacancy issues. He noted, too, the important work of planning projects with assistance provided by LOSRC, which is very much appreciated.

Council Member Barbara Jeter – Shared that the Village of Flat Rock had its annual shred day and pill drop off with an astonishing response. Over a 100 pounds of pills were dropped off with the Sheriff’s Department.

Mayor Preston Blakely – Shared that the Town of Fletcher is doing well, and the Town is anticipating the tax rate to remain the same with a 6% COLA for staff. The Town is facing the same challenges as everyone else but is also financially sound. Upcoming concert series at the Blue Ghost on June 10. Everyone is welcome.

Mayor Barbara Volk – Shared that the City of Hendersonville celebrated its 175 anniversary, and everyone has worked to make it a memorable event with lots of historical information shared.

Town Commissioner Deb Bridges – Shared that the Town of Laurel Park is busy with finalizing the budget. The big challenge is a \$2 million roads/stormwater initiative supported by the Town's Planner. Another challenge is revisions to the UDO, pertaining mainly to steep and very steep slopes (to control stormwater on those lots when people want to build. The Town had a great turnout for its picnic and the dinner is coming up and is open to any Laurel Park resident. The Friends of Laurel Park concert series is ongoing. Carrying on with parks and greenway plans and getting ready for the towns 100th anniversary (in 2025). Working on getting fiber optics to all the Town's residents. The Social Swap was last Friday with pill drop-off and shred event. Firewise USA materials were distributed, too. Health checks by Pardee and a meet the new Town Manager were included in the event.

Manager Daniel Cobb – Shared that the Town of Mills River is busy with working on the budget with the same tax rate. Capital projects are ongoing including a new picnic pavilion at the Park.

Mayor Patrick Fitzsimmons – Shared that the Town of Weaverville is pleased to host the meeting today at the Community Center. Also, the Mayor noted that its difficult hiring for positions, hence, the proposed budget includes a 7% COLA for staff.

Town Commissioner Elisabeth Ervin – (volume insufficient) Shared that the Town of Woodfin is working on its Comprehensive Plan and had a tremendous opening for Silverline park.

VII. Public Comment -

Chair Volk called for public comments. Shawn Slome commented about the Town of Black Mountain working on its new planning ordinances.

VIII. Presentations/Recognition –

A. Dr. Rebecca Tippett, Director, Carolina Demography at the Carolina Population Center at UNC Chapel Hill -

Dr. Tippett provided a presentation on Land of Sky's changing population landscape as determined by the 2020 Census. She noted that they have a blog is a great way to connect with the Center and she encouraged folks to reach out with any questions. Regarding demography in the State, it's still a narrative of growth including urbanization, which are growing faster than rural areas, while at the same time, places that used to be rural are growing quickly and becoming urbanized. The other story unfolding is population aging, which is impacting all areas of the State and can be more difficult in rural areas with regards to providing services. Increasing diversity across the State. Focusing specifically on the 2020 census, the States total population was just over 10 million providing another seat in the US House of Representatives and an addition \$1.5 trillion in federal funding. New topics in the census include same sex relationships and ancestry/origins data for all populations. Fourth largest growing state in the south. Right now, total populations and select characteristics are known by the Census. Other data won't be released until 2023. Dr. Tippett noted that the Census was highly accurate overall, but which counties/regions were more or less likely to be counted isn't known at this time. Also unknown is the differential undercount for states or smaller geographies regarding the increased undercount of children (especially minorities). Sixty-six percent of NC residents lived in an urban area in 2010 (waiting on 2020 numbers), although the expectation is to come in line with the national average, overall, the fastest growth has been in Charlotte, Triangle, and Wilmington areas. Largest numeric losses were in Sandhills and the Northeast portions of the State. Nearly a million new residents since 2010 – out of that number there were over 26000 children. This could have a profound impact when planning for education and job growth. In the LOS region, more than 41000 increase in populations since 2010. Overall, child population declined in 74 NC counties. All counties in the LOS region, except for Buncombe County, have fewer children than in 2010. Noted that in 1990, the State was not very diverse. In the 30 years since then, NC population is rapidly diversifying. This includes a steady increase in

the Hispanic population and multi-racial, which is not a selectin option on the Census. Looking at the LOS region, there's a growing presence of Hispanic and multiracial, but trending below the State average. Since 2010, Hispanic is the fastest growing ethnic group and a very large increase in the Asian population (over historic levels). Noted that white remains the largest racial group in NC and the region with Hispanic now second largest group in many NC counties. The multiracial population, while still a relatively small share is another rapidly growing racial group. Noted that the 2020 Census allowed the opportunity to include ancestry/origin. The census has revealed a more multiracial US (ancestry revealed through more DNA tests such as Ancestry.com, et al), providing specificity on ancestry might allow for more people to be counted as multiracial.

Nathan Ramsey shared that he would send out Dr. Tippet's slides to the Board.

B. Heather Burkhardt, Executive Director, NC Coalition on Aging –

Heather Burkhardt provided an update on the NC Coalition on Aging by sharing that the mission of the agency is to improve the quality of life for older adults through collective advocacy, education, and public policy work. The Coalition is a dynamic group of organizations and individuals that work collaboratively to give voice to issues that affect older North Carolinians. The Coalition engages in a variety of activities and efforts that focus on issues of common interest across our membership. Each year after dialogue among its members, the Coalition develops legislative priorities. Beyond human services, there are services needed around walkability and livability in the communities. (see fact sheet-bookmarked). She noted that fifty cents of every dollar spent in the State is spent by an older individual, making this group a significant part of the economy. Another piece is the unpaid contributions made by older folks (child and family care, and volunteering) this equates to billions of dollars in contributions to families and communities. Charitable giving is another contribution made by older adults. The peak of that is between the ages of 55-64. The NC Coalition on Aging develops a small, focused legislative agenda annually. Medicaid Expansion is part of that agenda. As a coalition, the expansion of Medicaid has been supported for many years and it's exciting to see those investments, along with additional supports for nursing homes and congregate settings with regards to complaints tracking, and the workforce challenges in long-term care settings leading to the situation where the funding is available, but the workers are not. A proposed \$60 million lift for assisted living facilities to support staff to stabilize the workforce. Retention is an issue along with a shortage of workers. The governor is proposing additional positions in counties social services departments to provide more CPS and APS positions. Funding is a combination of State and federal dollars.

C. Special Presentation: Trailblazer Award –

LeeAnne Tucker shared that the Trailblazer Award is given annually to a professional in the LOSRC region who is a pioneer and innovator in the field of Aging and Adult Services. The 2022 recipient of the Trailblazer Award is Deb Haight.

Deb is the Director of Older Adult Services and Thrift Stores for WNCSource in Transylvania County. She has a Bachelor of Applied Science Degree from UNC-Charlotte and is a Registered Nurse.

Deb began her career with WNCSource in 1999 as a site manager for Silvermont Congregate Nutrition. Through the years she has held many positions within the agency before returning to her "roots" in aging services in 2017. She states, "We concentrate on connecting older adults and their families with services in Transylvania County." These services include congregate meal programs at Quebec and Silvermont, home delivered meals, shelf-stable meal boxes, and liquid nutrition. Box fans and garden vouchers are also provided based on availability and funding.

On June 1, 2021, Deb started the Serve Our Seniors (SOS) program which was made possible through a grant from the WNC Bridge Foundation. SOS offers Transylvania seniors a safe and welcoming place to socialize and take part in a variety of activities meant to support healthy aging. SOS activities include exercise classes, cards/board games, crafts, and presentations from community professionals.

Deb is currently serving her second term on the Transylvania County Council on Aging Board, appointed by the Transylvania County Commissioners.

Deb's leadership extends beyond Transylvania County:

- She was the Far West Chairperson for the NC Community Action Association.
- She was a Results Oriented Management and Accountability certified trainer.
- In 2008, she served as the Blue Ridge Community Health Services Vice Chair.
- She is a nationally Certified Community Action Professional (CCAP) and Mentor. CCAP is a national credentialing program for community action managers and leaders who work helping low-income people achieve economic stability.

D. Jennifer Teague, Program Manager, Aging and Adult Services, Buncombe County Health and Human Services, Buncombe County Active Aging Center –

Jennifer Teague, Lead Representative Active Aging Center Steering Committee, shared that the Buncombe County Active Aging Center (AAC) project is an initiative that will help address the needs of our region's older adult population. The mission of the AAC is to serve all individuals who seek to "age in place" and this is done by providing vital services and resources for older adults and their families in one convenient and attractive location.

While there are a variety of resources and service providers for this age group, these providers are in varied locations and accessing these services can be difficult and confusing for many needing assistance. By bringing these resources and services together in one location, it would provide a streamline approach for adults to access the services they need. The AAC would provide intergenerational opportunities and would include a childcare center, adult day care center, nutrition services, fitness space, social engagement opportunities and more.

IX. Old Business –

X. New Business –

A. Land of Sky Regional Council Fiscal Year 22-23 Budget Presentation –

Charlotte Sullivan presented the FY22-23 budget proposal to the Board. Charlotte Sullivan reviewed the FY23 Budget Ordinance with the Executive Committee, which totals \$17,203,951. She noted that the first budget amendment for FY23 would have the actual amounts for grants and include any carry-over funding. She informed the Board that the public hearing for the FY23 Budget Ordinance is scheduled for the June 22 Board meeting. A 7% COLA for staff is proposed for FY23 as the top priority is to retain and recruit the most capable staff possible so that Council can effectively serve local governments and the LOSRC region. Council is facing the same personnel challenges as local governments and other employers; with less interest in job postings by job seekers; this is an attempt to adjust salaries for certain positions to reflect market conditions. With significant funding from the State of North Carolina and Dogwood Health Trust as well as ample funding from programs a 7% COLA is sustainable this year and in future years.

Charlotte Sullivan shared that health insurance costs are increasing, and the LOSRC indirect rate has decreased for FY23 to 38.5%. She explained the budget process, which includes the presentation of the proposed budget at today's meeting, publication of the legal notice to begin the public comment period and to advertise the date and location of the public hearing for the FY23 Budget Ordinance, and finally, receiving public comments at the June meeting prior to voting on the budget. She requested the Board to approve the publication of the legal notice on May 26, 2022, advertising the FY 23 Budget Ordinance, the location of the Public Hearing and the availability of the budget at the LOSRC offices for the public to review.

Discussion occurred regarding the rates for health insurance and Nathan Ramsey noted that LOSRC is part of the State Healthcare and Retirement Systems.

Larry Harris moved to approve the publication of the legal notice in the Asheville Citizen-Times for the FY22-23 Budget Ordinance for the Public Hearing, and to open the public comment period on

Thursday, May 26, 2022. Patrick Fitzsimmons seconded, and the motion carried upon a roll call vote, and without further discussion.

XI. Executive Director's Report

Delegates and guests were encouraged to reach out to Nathan Ramsey with any questions or comments regarding the report, which is available in the meeting packet.

Nathan Ramsey announced that Danna Stansbury would be leaving LOSRC to become the Executive Director of Foothills COG (Region C). She has been with LOSRC for 17 years and she brings to Foothills a wealth of experience and skills for her new position. Nathan Ramsey expressed a great deal of appreciation for her service over the years and he wished her the best, noting that LOSRC is looking forward to working together with Foothills in the coming year.

Danna Stansbury shared appreciation to the Council for the opportunities provided over the years. She noted that she is planning to move to her new COG's region, and this is the first time (outside of school) that she will live away from this area.

Chair Volk expressed appreciation to Mayor Fitzsimmons for hosting today's meeting in the beautiful Community Center facility.

XII. Important Dates – Chair Volk adjourned the meeting, as there was no further business.

A. The next Board of Delegates is June 22, 2022 and includes the public hearing for the FY23 Budget Ordinance. The meeting will be held at the Transylvania Administration Building (101 South Broad Street and hosted by the City of Brevard.

XIII. Adjournment –

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

Respectfully submitted by Zia Rifkin



BOARD OF DELEGATES AGENDA ITEM

- Subject:** Proposed Fiscal Year 2022/2023 Budget Ordinance
- Item Number:** X. Old Business; Item A.
- Responsible Parties:** Nathan Ramsey, Executive Director
Charlotte Sullivan, Finance Director
- Attachment(s):** Proposed Fiscal Year 2022/2023 Budget Ordinance
Proposed Fiscal Year 2022/2023 Budget by Line-Item
- Background:** The proposed Fiscal Year 2022/2023 Budget Ordinance reflects new and ongoing funding for the programs and operations of the Council. The proposed budget totals \$17,230,951.
- Staff Recommendation:** Approval of Budget Ordinance contingent upon recommendation from Executive Committee.
- Suggested Motion(s):** Move to approve the Fiscal Year 2022/2023 Budget Ordinance.

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BUDGET ORDINANCE FOR FISCAL YEAR ENDING JUNE 30, 2023

BE IT ORDAINED by the Land of Sky Regional Council (LOSRC):

SECTION I. The following amounts are appropriated in the General Fund for the operations of LOSRC and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

<u>General Fund:</u>	
Area Agency on Aging	\$ 7,905,488
Workforce Development	2,591,980
Economic & Community Development	6,551,445
General Operations	<u>182,038</u>
Total Appropriations	\$ 17,230,951

SECTION II. It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Federal	\$ 10,938,678
State	2,405,398
Local Dues	342,834
Local Government Contracts & Match	1,803,966
Private Grants, Contracts/Sponsors, Other	1,178,307
Fees	215,360
In-Kind	325,226
Appropriated Fund Balance	<u>21,182</u>
Total Estimated Revenues	\$ 17,230,951

SECTION III. The Finance 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. The Finance Officer is authorized to reallocate departmental appropriations among various line-item objects of expenditures and revenues as necessary during the budget year. However, any actual changes to salary or compensation of any employee, for any reason (except for salary adjustments made in this document) shall be approved by the Executive Director and the Executive Committee before such change takes effect.

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.

Adopted this 22nd day of June 2022.

Barbara Volk, Chair

Nathan Ramsey, Attest



Fiscal Year 2022-2023 Proposed Budget Highlights

- **Proposed Budget totals \$17,230,951.**
- **First Budget Amendments will have actual amount of grants and carry-over.**
- **Proposed Budget includes a 7% pay increase for all Full-time employees. The retirement rate is increasing to 12.15% from 11.41%. The negotiated indirect rate is decreasing from 44.22% to 38.53%.**
- **No proposed increase in local government dues.**
- **Continue to use local dues to support matches for ARC, EDA, and Aging programs.**
- **Proposed budget is balanced and prepared in accordance with Nc Local Government Budget and Fiscal Control Act.**

Land of Sky Region Council
Revenue and Expenditures



Fiscal Year → **FY23**
 Amendment → **Start**

Amendment Date → **5/25/22**

Revenue and Expenditures

Program Area	Proposed Budget as of Current 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 Begin
AAA - Area Agency on Aging	\$7,905,488	\$0	0.0%	0.0%
ECD - Economic and Community Development	\$6,551,445	\$0	0.0%	0.0%
MAWD - Workforce Development	\$2,591,980	\$0	0.0%	0.0%
MING - General Operations	\$182,038	\$0	0.0%	0.0%
Land of Sky Regional Council	\$17,230,951	\$0	0.0%	0.0%

Revenue by Source

Funding Source	Proposed Budget as of Current 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 Begin
Federal	\$10,938,678	\$0	0.0%	0.0%
State	\$2,405,398	\$0	0.0%	0.0%
Local	\$1,803,966	\$0	0.0%	0.0%
Dues	\$342,834	\$0	0.0%	0.0%
Private	\$1,046,469	\$0	0.0%	0.0%
Other	\$131,838	\$0	0.0%	0.0%
In-Kind	\$325,226	\$0	0.0%	0.0%
Fees	\$215,360	\$0	0.0%	0.0%
Appropriated Fund Balance	\$21,182	\$0	0.0%	0.0%
Land of Sky Regional Council	\$17,230,951	\$0	0.0%	0.0%

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



FY23 Fiscal Year

FY23 Budget
at Start;
Total for AAA

AAA Area Agency on Aging

\$7,905,488

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
AAA	502	MFP- Transition Coordination Services	\$50,000	\$50,000
AAA	507	Medicare Improvement for Patients and Providers (MIPPA)	\$31,305	\$31,305
AAA	510	Aging Planning & Administration	\$273,739	\$273,739
AAA	511	Aging Planning & Administration State	\$48,262	\$48,262
AAA	513	Health Promotion	\$43,959	\$43,959
AAA	520	Home & Community Care Block Grant (P/T)	\$3,293,888	\$3,293,888
AAA	521	Senior Center General Purpose Funding	\$66,529	\$66,529
AAA	522	Project Far/Heat Relief	\$5,429	\$5,429
AAA	530	Family Caregiver Support	\$311,045	\$311,045
AAA	531	Family Caregiver Event	\$200	\$200
AAA	533	Project Care (Contributions)	\$7,363	\$7,363
AAA	534	Project Care (Administration)	\$125,360	\$125,360
AAA	541	Health Promotion/Disease Prevention Pilot	\$34,017	\$34,017

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



FY23 Fiscal Year

FY23 Budget
at Start;
Total for AAA

AAA Area Agency on Aging

\$7,905,488

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
AAA	550	Ombudsman	\$363,897	\$363,897
AAA	551	Elder Abuse Prevention	\$7,273	\$7,273
AAA	586	Foster Grandparent Program	\$438,483	\$438,483
AAA	595	Senior Companion Program	\$441,932	\$441,932
AAA	51A	ARPA Planning & Administration	\$266,076	\$266,076
AAA	52A	ARPA Home & Community Block Grant	\$1,499,818	\$1,499,818
AAA	52V	Vaccine Outreach	\$50,000	\$50,000
AAA	53A	ARPA Family Caregiver Program	\$272,833	\$272,833
AAA	54A	ARPA Health Promotion	\$84,119	\$84,119
AAA	55A	ARPA Ombudsman	\$16,167	\$16,167
AAA	56i	MFP Community Inclusion Program	\$113,110	\$113,110
AAA	59A	SCP- PHF/Bridge Rural & Urban	\$60,684	\$60,684

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



FY23 Fiscal Year

FY23 Budget
at Start,
Total for ECD

ECD Economic and Community Development

\$6,551,445

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
ECD	346	WRP - NCDEQ-State Energy Program	\$50,000	\$50,000
ECD	350	WRP - NCDEQ - Solid Waste Management	\$45,000	\$45,000
ECD	357	WRP-ECU Engergy Assessments	\$5,000	\$5,000
ECD	380	NCDEQ-PS-10/1/22-9/30/23	\$23,000	\$23,000
ECD	382	WRP -USDA REAP REDA, 4-1-2022	\$73,500	\$73,500
ECD	419	DIT MOA ARC Power	\$50,000	\$50,000
ECD	420	Bunc Co Non-Emergency Medicaid Transportation (NEMT)	\$999,408	\$999,408
ECD	428	DHT-WNC Broadband Mapping	\$60,000	\$60,000
ECD	431	EDA Planning Grant - 1/1/21 - 12/31/23	\$113,298	\$113,298
ECD	449	Mars Hill Water/Sewer T/A	\$29,000	\$29,000
ECD	458	Madison Co. Housing Coalition	\$12,000	\$12,000
ECD	463	Stormwater Services	\$12,000	\$12,000
ECD	464	WNC 205j Stormwater Partnership	\$30,000	\$30,000

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



FY23 Fiscal Year

FY23 Budget
at Start;
Total for ECD

ECD Economic and Community Development

\$6,551,445

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
ECD	465	Black Mountain Technical Assistance - GIS/GPS	\$5,000	\$5,000
ECD	467	319 Black Mtn	\$124,695	\$124,695
ECD	468	ARC Arts/ DHT	\$80,000	\$80,000
ECD	471	Town of Fletcher - GIS	\$4,000	\$4,000
ECD	497	Montreat Planning & Zoning	\$58,658	\$58,658
ECD	666	Black Mtn EDA Water & Sewer	\$11,069	\$11,069
ECD	695	DHT-IEI Digital Inclusion Project	\$175,000	\$175,000
ECD	800	Clean Air Campaign	\$14,000	\$14,000
ECD	812	CMAC	\$50,000	\$50,000
ECD	827	DOE-NETL Clean Cities 4/1/21	\$157,500	\$157,500
ECD	830	Mobile Education Center	\$15,000	\$15,000
ECD	900	Rural Planning Organization (RPO)	\$132,969	\$132,969
ECD	930	Bunc Co Mountain Mobility Administration	\$297,246	\$297,246

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



FY23 Fiscal Year

FY23 Budget
at Start;
Total for ECD

ECD Economic and Community Development

\$6,551,445

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
ECD	933	Bunc Co Transportation RIDE	\$175,000	\$175,000
ECD	938	Bunc Co Mountain Mobility Administration - RIDE	\$20,187	\$20,187
ECD	952	French Broad Metro. Planning Org. -- Special Studies	\$570,006	\$570,006
ECD	953	French Broad Metro. Planning Org. -- Special Studies	\$612,500	\$612,500
ECD	954	Transportation Demand Management (TDM) Coord	\$106,266	\$106,266
ECD	41A	Regional Resiliency Analysis-DHT	\$20,000	\$20,000
ECD	41C	DHT COG Capacity Building	\$307,998	\$307,998
ECD	41D	Buncombe Co. Covid 19 Connecting Communities	\$50,000	\$50,000
ECD	41E	NCARCOG T/A	\$593,750	\$593,750
ECD	41F	ARC Housing Assets	\$190,000	\$190,000
ECD	41G	NCARCOG Disaster & Recovery	\$356,250	\$356,250
ECD	41U	UNC - Building Capacity For Home & Community	\$149,122	\$149,122
ECD	46A	ARP- Black Mtn.	\$40,000	\$40,000

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



FY23 Fiscal Year

FY23 Budget
at Start;
Total for ECD

ECD Economic and Community Development \$6,551,445

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
ECD	47A	ARC-TA Comm Dev. 10/1/21-9/30/22	\$6,875	\$6,875
ECD	47B	ARC T/A Com Dev. Ends 9/30/23	\$20,625	\$20,625
ECD	49A	ARC-LDD end 12/31/22	\$55,174	\$55,174
ECD	49B	ARC LDD ends 12/31/23	\$110,349	\$110,349
ECD	4A2	Mars Hill (ARP)	\$15,000	\$15,000
ECD	70A	Healthy Opportunities - Operations	\$525,000	\$525,000

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



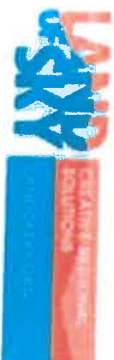
FY23 Fiscal Year

**FY23 Budget
at Start;
Total for MAWD**

MAWD **Workforce Development** **\$2,591,980**

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
MAWD	210	Administration	\$190,000	\$190,000
MAWD	211	Special Activities	\$3,979	\$3,979
MAWD	212	Education & Workforce Collaboration - Belk Foundation	\$105,000	\$105,000
MAWD	220	WIOA - Adult	\$530,000	\$530,000
MAWD	230	WIOA - Dislocated Worker	\$375,000	\$375,000
MAWD	240	Youth - Out of School	\$350,000	\$350,000
MAWD	241	Youth - In School	\$110,262	\$110,262
MAWD	242	FLG Line/Mountain Area - AB Tech	\$10,000	\$10,000
MAWD	243	FLG Finish Line- Blue Ridge CC	\$20,000	\$20,000
MAWD	276	NDWG	\$70,000	\$70,000
MAWD	278	NDWG Temp Emphy	\$52,739	\$52,739
MAWD	620	Inspire- ARC/DHT/MAHEC	\$385,000	\$385,000
MAWD	62E	ARC Power WNC Early Childhood Educator Workforce	\$390,000	\$390,000

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



FY23 Fiscal Year

**FY23 Budget
at Start;
Total for MING**

MING General Operations

\$182,038

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Start
MING	403	Leicester Crossing Facility - Debt Service	\$131,838	\$131,838
MING	410	Local	\$50,200	\$50,200



Member Government Assessments -- FY 22/23

Member Government	FY 22/23				FY 21/22		
	Total Dues	Regular Assessment		RPO Match	Total Dues	Regular Assessment	RPO Match
		Amount	Percent				
Buncombe County	\$122,804	\$118,482	60.7%	\$4,322	\$122,804	\$118,482	\$4,322
Henderson County	\$34,487	\$34,487	17.7%		\$37,177	\$37,177	
Flat Rock	\$1,558	\$1,558	0.8%		\$1,558	\$1,558	
Fletcher	\$3,595	\$3,595	1.8%		\$3,595	\$3,595	
Hendersonville	\$6,572	\$6,572	3.4%		\$6,572	\$6,572	
Laurel Park	\$1,091	\$1,091	0.6%		\$1,091	\$1,091	
Mills River	\$2,690	\$2,690	1.4%		\$0	\$0	
Madison County	\$15,114	\$10,137	5.2%	\$4,977	\$15,114	\$10,137	\$4,977
Transylvania County	\$26,690	\$12,502	6.4%	\$14,188	\$26,690	\$12,502	\$14,188
Brevard	\$3,806	\$3,806	2.0%		\$3,806	\$3,806	
Rosman	\$245	\$245	0.1%		\$245	\$245	
Haywood County	\$3,107		0.0%	\$3,107	\$3,107	\$0	\$3,107
Totals	\$221,759	\$195,165	100.0%	\$26,594	\$221,759	\$195,165	\$26,594

Projected Use of Member Government Assessments			
Grant #	Program	Dues	Purpose
410	Local Funding	\$8,521	Participation in Regular Activities not supported by grants
		\$6,000	Membership Dues
	Other Sources	\$6,500	Council Meetings & Other LOSRC sponsored events
		\$0	Annual Dinner & Annual Report
		\$8,000	Holiday Bonuses
Other Sources	\$0	Travel & Training	
		\$0	
		\$29,021	
49A/49B	ARC-LDD	\$121,384	
431	EDA Planning Grant	\$25,000	
510	Aging - Plan & Admin	\$19,760	
	Regular Assessment	\$195,165	
900	Rural Planning Org.	\$26,594	Match for DOT funding, allocation per capita
	Total	\$221,759	

339 New ...
 ...
 ...
 ...



PROPOSED BUDGET ORDINANCE FOR FISCAL YEAR ENDING JUNE 30, 2023

BE IT ORDAINED by the Land of Sky Regional Council (LOSRC):

SECTION I. The following amounts are appropriated in the General Fund for the operations of LOSRC and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

<u>General Fund:</u>	
Area Agency on Aging	\$ 7,905,488
Workforce Development	2,591,980
Economic & Community Development	6,551,445
General Operations	<u>182,038</u>
 Total Appropriations	 \$ 17,230,951

SECTION II. It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Federal	\$ 10,938,678
State	2,405,398
Local Dues	342,834
Local Government Contracts & Match	1,803,966
Private Grants, Contracts/Sponsors, Other	1,178,307
Fees	215,360
In-Kind	325,226
Appropriated Fund Balance	<u>21,182</u>
 Total Estimated Revenues	 \$ 17,230,951

SECTION III. The Finance 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. The Finance Officer is authorized to reallocate departmental appropriations among various line-item objects of expenditures and revenues as necessary during the budget year. However, any actual changes to salary or compensation of any employee, for any reason (except for salary adjustments made in this document) shall be approved by the Executive Director and the Executive Committee before such change takes effect.

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 performing her official duties.



BOARD OF DELEGATES AGENDA ITEM

- Subject:** Proposed Bylaw Amendments
- Item Number:** XI. A. Proposed Bylaw Amendments
- Responsible Party:** Nathan Ramsey, Executive Director
- Attachment(s):** Land of Sky Regional Council Bylaws
- Background:** The proposed bylaw amendments clarify when Executive Committee members take office (page 18) and delete references to Senior Volunteer Advisory Council. (pages 13 and 17) .
- Staff Recommendation:** N/A.



CHARTER & BYLAWS

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Approved December 9, 2015

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LAND OF SKY REGIONAL COUNCIL CHARTER

Land of Sky Regional Council (the "Council"), organized and existing as a Regional Council of Governments under and pursuant to North Carolina General Statutes, does hereby reconfirm this Land of Sky Regional Council Charter as a matter of administrative process.

Article I. Name

The Council shall be called Land of Sky Regional Council

Article II. Powers

Land of Sky Regional Council shall have the following powers as specified in North Carolina General Statute 160A-475:

- A. To apply for, accept, receive and dispense funds and grants made available to it by the State of North Carolina or any agency thereof, the United States of America or any agency thereof, any unit of local government (whether or not a member of the Council) and any private or civic agency.
- B. To employ personnel.
- C. To contract with consultants.
- D. To contract with the State of North Carolina, any other state, the United States of America, or any agency thereof, for services.
- E. To study regional government problems, including matters affecting health, safety, welfare, education, recreation, economic conditions, regional planning and regional development.
- F. To promote cooperative arrangements and coordinated action among its member governments.
- G. To make recommendations for review and action to its member governments and other public agencies which perform functions within the region in which its member governments are located.
- H. For the purpose of meeting the Council's office space and program needs, to acquire real property by purchase, gift or otherwise, and improve that property. The Council may pledge real property as security for indebtedness used to finance acquisition of that property or for improvements to that real property, subject to approval by the Local Government Commission as required under North Carolina General Statute 159-153. The Council may not exercise the power of eminent domain.

- I. Any other powers that are exercised or capable of exercise by its member governments and desirable for dealing with problems of mutual concern to the extent such powers are specifically delegated to it from time to time by resolution of the governing board of each of its member governments which are affected thereby, provided, that the Council shall not have the authority to construct or purchase buildings, or acquire title to real property, except for the purposes permitted under Subsection H of this Article or in order to exercise the authority granted by North Carolina General Statutes Chapter 260 of the Session Laws of 1979.

Article III. Delegates

- A. Each member government shall appoint a primary representative of such member government to serve as the official delegate to the Land of Sky Regional Council Board of Delegates. The appointment method for members of the Board of Delegates shall be set forth in the Council Bylaws.
- B. An alternate representative shall also be appointed by each member government to serve when the official delegate is unable to attend meetings of the Board of Delegates. The appointment method for alternate members of the Board of Delegates shall be set forth in the Council Bylaws.
- C. A majority of the members of the Board of Delegates shall be elected officials.
- D. All primary representatives appointed by member governments to serve on the Board of Delegates must be elected officials.
- E. Each member county government shall appoint one person to serve on the Board of Delegates to ensure representation of local and regional economic development interests. The appointment method for such members shall be set forth in the Council Bylaws.
- F. The Board of Delegates may appoint additional delegates to ensure the representation of collective regional interests. Such additional delegates shall be established in the Council Bylaws.
- G. The term of office, method for filling vacancies, and method of compensation and allowances shall be set forth in the Council Bylaws.

Article IV. Financial Support

Land of Sky Regional Council shall receive financial support for its operations and programs as follows:

- A. **Regular Assessments** – The member governments of Land of Sky Regional Council shall fund the Council operations by means of assessments on a per capita basis as determined by the Board of Delegates. The per capita share of a member government shall be based on the latest North Carolina Office of State Budget.

- B. Special Assessments** – The member governments shall fund certain Council operations and programs by means of special assessments as prescribed by law and determined by the Board of Delegates.
- C. State and Federal Grants** – The Council shall apply for and receive state and federal funds.
- D. Private and Charitable Contributions** – The Council shall apply for and receive and be entitled to receive funds for its operations and programs from charitable and private sources.
- E. Fees for Services** – The Council shall receive and be entitled to receive funds for services provided to other public and private organizations.
- F. Other Funds** – The Council shall receive and be entitled to receive other types of funds, not contrary to an applicable law or regulation.

Article V. Bylaws

The Land of Sky Regional Council Board of Delegates shall adopt and from time-to-time amend as needed Bylaws for the Council to ensure the efficient and effective governance of the Council.

Article VI. Dissolution

- A.** Land of Sky Regional Council shall be dissolved upon the unanimous vote of all member governments comprising the Council and the adoption of concurrent resolutions of all members of the Council setting forth the dissolution and the reason therefore.
- B.** Any member government may withdraw from Land of Sky Regional Council at the end of any fiscal year by giving at least 60 days written notice to each of the other members. Withdrawal of a member government shall not dissolve the Council if at least two members remain.
- C.** Following adoption of concurrent resolutions dissolving Land of Sky Regional Council or following withdrawal of all member governments from the Council, the Council shall proceed to liquidate its assets and pay all liabilities within a 12-month period beginning with the date of the adoption of such resolutions or withdrawal of such members. Any assets remaining following the payment of liabilities shall be distributed in cash or in-kind to the member governments in such proportions as the Board of Delegates may decide. Such distribution shall be made only after a unanimous vote of the members authorizing the distribution.

VI. Amendment

The Charter of Land of Sky Regional Council may be amended upon the adoption of concurrent resolutions by three-fourths of the existing members of the Council approving such amendment. A three-fourths majority shall be required to approve amendments to the Charter.

Approved December 9, 2015

VII. Adoption

Having been previously adopted by all member governments of Land of Sky Regional Council, this Charter is hereby reconfirmed as a matter of administrative process for the purposes of revising and updating the Council Bylaws by action of the Land of Sky Regional Council Board of Delegates on December 9, 2015.



George S. Goosmann, III, Chair of the Council

ATTEST:



Justin B. Hembree, Executive Director

LAND OF SKY REGIONAL COUNCIL BYLAWS

Land of Sky Regional Council (the "Council"), organized and existing as a Regional Council of Governments under and pursuant to North Carolina General Statutes, does hereby ratify, confirm, and adopt the following Preamble and Articles as and for the Bylaws of Land of Sky Regional Council, replacing all Bylaws previously adopted by the Council.

Preamble

We, the representatives of counties and municipalities in the Land of Sky Region, as authorized under North Carolina General Statutes, hereby join together in a voluntary organization to be known as Land of Sky Regional Council for the purpose of meeting at regular intervals to discuss and study opportunities and challenges of mutual interest and concern, and to develop plans, policies and action recommendations for ratification and implementation by the Council, member local governments and other appropriate organizations.

We realize that our individual and common destinies rest with the interdependent actions of local governments which comprise our region.

This voluntary association which we have formed is a vehicle for closer cooperation by which members seek, by mutual agreement, solutions to mutual problems for mutual benefit.

Article I. Organization

There is hereby organized a Regional Council of Governments which shall be known as Land of Sky Regional Council and which shall be a voluntary association of the units of local governments located within Buncombe, Henderson, Madison, and Transylvania Counties of the State of North Carolina, also known as Region B of the State of North Carolina. The Council is organized under the authority of North Carolina General Statutes, and may exercise any powers heretofore or hereafter conferred upon it by North Carolina Law.

Article II. Objectives & Purposes

The objectives of the Council shall be to encourage and permit local governmental units to join and cooperate with one another, other governmental units, the private sector and public service organizations to improve the health, safety, economic conditions and general welfare of the Region's citizens and to plan for the future of the Land of Sky Region.

The Council shall have the following general purposes:

- A. To make studies and plans to guide the unified, far-reaching development of the Region and to assist any participating governmental unit in the preparation of plans or implementation of plans with the objectives and purposes of the Council.
- B. To eliminate duplication of services and to promote economy and efficiency in the coordinated growth and development of the Region.
- C. To serve as a mutual forum to identify, discuss, study and bring into focus regional challenges and opportunities.
- D. To serve as a vehicle for the collection and exchange of regional information and to provide for effective communication and coordination among governments and agencies.
- E. To foster, develop, and review policies, plans and priorities for regional economic growth and development.
- F. To furnish general and technical assistance to member governments.
- G. To facilitate agreements and develop cooperative action proposals among member governments for specific projects or other interrelated needs.
- H. To maintain contact with members, governmental units and groups or organizations and to serve as a regional forum for local government interests.
- I. To review, coordinate and expedite federal, state and local programs that are of a regional nature and best administered at a regional level.
- J. To develop plans or programs to carry out such activities as may be agreed upon by the Region's local governments.

Article III. Definitions

- A. **Council** – Land of Sky Regional Council (the "Council").
- B. **Member** – Any municipality or county governmental unit which has adopted a resolution to join the Council and shall have received the approval of the Board of Delegates.
- C. **Affiliate Member** – Any quasi-governmental agency, private agency or public agency which has requested affiliate membership and has received the approval of the Board of Delegates.

- D. **Delegate** – A duly appointed member of the Council's Board of Delegates. Except where a contrary intent appears, "delegate" as used herein shall be deemed to include "alternate delegate."
- E. **Alternate or Alternate Delegates** – Persons that have been designated to represent their member government on the Council's Board of Delegates in the absence of the member government's delegate. Alternate delegates are not eligible to serve as Council officers or as members of the Executive Committee.

IV. Membership

- A. **Members** – Based on previous action taken by their respective governing bodies, the following units of local government are members of the Council:

- Buncombe County
- Henderson County
- Madison County
- Transylvania County
- City of Asheville
- Town of Biltmore Forest
- Town of Black Mountain
- City of Brevard
- Village of Flat Rock
- Town of Fletcher
- City of Hendersonville
- Town of Hot Springs
- Town of Laurel Park
- Town of Mars Hill
- Town of Marshall
- Town of Mills River
- Town of Montreat
- Town of Rosman
- Town of Weaverville
- Town of Woodfin

Members shall be charged membership dues as approved by the Board of Delegates.

- B. **Admission of New Members** – Any municipal or county government in North Carolina shall be eligible for full voting membership in this Council. Any governmental unit desiring membership shall so notify the Executive Director of the Council in writing and shall state by resolution that it wishes to join the Council. Thereafter, the Executive Director shall cause such application to be placed on the agenda for a Board of Delegates' meeting. Membership of the applicant shall be

effective on the date of acceptance of its application by the affirmative vote of a majority of the Board of Delegates. All members shall be bound by these Bylaws and all actions of the Council consistent therewith, including the payment of dues.

- C. Affiliate Membership** – An affiliate membership may be granted to any municipal or county governmental unit outside of Buncombe County, Henderson County, Madison County, Transylvania County or the State of North Carolina not desiring full membership, or any quasi-governmental, public or private agency involved in matters affecting the health, safety, welfare or education of the citizens of North Carolina or any adjoining state. Such affiliate memberships shall continue at the will of the Board of Delegates. Affiliate members shall not be eligible to vote on matters before the Board of Delegates. Affiliate members shall be charged membership dues as approved by the Board of Delegates.
- D. Withdrawal of a Member** – Any member of the Council may withdraw or terminate its membership with the Council effective at the end of any fiscal year (June 30) by timely notifying all members of the Council of its intent to terminate membership. Notice shall consist of mailing a certified copy of a resolution of withdrawal from the member's governing body to each member of the Board of Delegates. The notice shall be sent by United States Mail no later than January 1 preceding the end of the fiscal year for which the withdrawal is to be effective. A member withdrawing shall not be entitled to any rebate of dues or assessments for the current fiscal year. Timely and proper notice of withdrawal shall not be waived by action of the Board of Delegates. Upon failure of a member to give the prescribed notice in compliance with these Bylaws, such member shall continue to be a member until the end of the fiscal year in which timely and proper notice is given. Such member shall also be responsible for the payment of all dues and assessments until the end of the fiscal year for which timely and proper withdrawal notice is given. Any jurisdiction which has withdrawn from the Council and reapplies for membership in the Council shall pay any and all delinquent dues and assessments before being permitted to rejoin the Council.

Article V. Board of Delegates

- A. Membership** – The Board of Delegates is the governing body of the Council. The Board of Delegates shall consist of:
1. All duly appointed delegates.
 2. A person appointed by each member county government to represent regional economic development interests.
 3. A person appointed by the Executive Committee to ensure representation of the Advisory Council on Aging.

4. ~~A person appointed by the Executive Committee to ensure representation of the Senior Volunteer Services Advisory Council.~~
5. Four persons appointed by the Executive Committee to ensure representation of regional minority interests.

- B. Certification of Delegates and Alternates** – All members, prior to the March meeting of the Board of Delegates in each year, shall certify to the Council the names, mailing addresses and email addresses of one member of their governing board to serve as their delegate and members of their governing board, staff or advisory committees to serve as their alternate delegates for a term of one year. The certified delegate and alternates shall continue to serve until the first meeting of the following March or until a successor(s) is certified.
- C. Voting** – In relation to voting, the following provisions shall apply:
1. Each member of the Board of Delegates shall be entitled to one vote on all matters before the Board of Delegates and any committee to which such member may be appointed. The vote of each member shall be personally cast by its delegate or alternate.
 2. Voting by delegates shall be by voice or by show of hands at the discretion of the presiding officer of the Board of Delegates. Upon the request of any five delegates, made before or immediately after a voice or show of hands vote, the vote shall be by a poll of the delegates.
 3. Members of the Board of Delegates may participate and vote during meetings of the Board of Delegates and any committees through electronic methods as allowed by North Carolina Law.
- D. Regular Meetings** – The Council's Board of Delegates shall meet on a regular basis at a time and place fixed by the Executive Committee from time to time. Notice of Board of Delegates meetings shall be given as required by North Carolina Law. Board of Delegates and Executive Committee meetings are open to the public.
- E. Annual Meeting** – The Board of Delegates' Annual Meeting shall be held in March of each year. During the Annual Meeting, the Board of Delegates shall elect Council officers and appoint the Executive Committee.
- F. Special Meetings** – A special meeting of the Board of Delegates may be called by the Chair of the Council or any six members of the Board of Delegates by causing such notice thereof to be given to each member as required by North Carolina Law. The notice of a special meeting shall contain

a listing of matters upon which action by the Board of Delegates may be taken. No action may be taken by the Board of Delegates at such special meetings on matters not listed on the meeting notice.

- G. **Procedure** – All meetings of the Board of Delegates shall be conducted in accordance with Robert's Rules of Order except as otherwise provided for in these Bylaws. Robert's Rules of Order may be suspended by majority vote. In this case, meetings must be conducted in accordance with generally accepted procedures for public meetings except as otherwise provided in these Bylaws.
- H. **Expenses** – Members of the Board of Delegates may be reimbursed for expenses when traveling out of the region on official Council business in accordance with the Council's travel reimbursement policies. Requests for reimbursements shall be submitted to the Executive Director for approval before payment. In addition to out of region travel expense reimbursements, the Chair of the Council may be compensated on a monthly basis for his/her service to the Council in an amount determined and approved by the Executive Committee.
- I. **Attendance** – The Council supports the full contribution of all members of the Board of Delegates. For the purposes of this section, in the case of local governments, "member" refers to the unit of local government and refers to primary delegates, alternate delegates and other persons appointed directly by governing bodies to serve on the Board of Delegates. In the case of members of the Board of Delegates not appointed by units of local government, "member" means the appointed individual.

The following provisions shall apply to meeting attendance of members of the Board of Delegates:

1. An attendance problem occurs if any of the following conditions exist in regard to a Board of Delegates member's attendance:
 - a. The member has two un-notified absences in a row. "Un-notified" means a member does not notify Council staff prior to a Board of Delegates meeting to indicate they will be absent from an upcoming meeting.
 - b. The member has three notified absences in a row. "Notified" means a member does notify Council staff prior to a Board of Delegates meeting to indicate they will be absent from an upcoming meeting.
 - c. The member misses five out of the total number of Board of Delegates meetings in a consecutive 12 month period.

2. If an attendance problem is identified, the member's appointing authority shall be notified.
3. The appointing authority and the Council will work to develop a suitable solution to the attendance problem so that a satisfactory resolution for both the appointing authority and the Council is reached.
4. After an attendance problem is identified, the Board of Delegates position for the member in question shall be declared inactive and the position shall not be used in the calculation of a quorum.

- J. **Current Board of Delegates** – Members of the Board of Delegates serving at the time of the adoption of these Bylaws shall continue to serve until the next Annual Meeting or until their successors are appointed.

Article VI. Officers

- A. **Designation and Terms** – The Council officers shall consist of a Chair, a Vice-Chair, a Secretary, and a Treasurer, who shall have served on the Board of Delegates for at least one full year and shall be elected and installed at the Board of Delegates' Annual Meeting. Officers shall be elected for a term of one year or until their successors are elected. There are no term limits for Council officers. Officers of the Council shall be elected officials.
- B. **Nominating Committee and Election** – The Board of Delegates, at or prior to its January meeting each year, shall appoint a Nominating Committee of three delegates not currently serving on the Executive Committee who shall work with the Executive Director to submit to the Board of Delegates the names of proposed officers and Executive Committee members at the Annual Meeting, at which meeting the election shall be held. Nominations from the floor may be made. The person receiving the highest number of votes cast for each office and Executive Committee slot shall be deemed elected.
- C. **Duties of the Chair** – The Chair of the Council will:
1. Preside over all meetings of the Board of Delegates and the Executive Committee and exercise such other duties and authority as otherwise set out in these Bylaws or in resolutions of the Board of Delegates or Executive Committee.
 2. Execute such instruments, contracts or other documents in the name of the Council as herein set out or as otherwise authorized.

3. Supervise the Executive Director of the Council in the performance of his/her duties.
4. Perform such other tasks as required herein or as directed by the Board of Delegates or Executive Committee.

D. Duties of the Vice-Chair – The Vice-Chair of the Council will:

1. Perform the duties of the Chair when the Chair is absent or unavailable for performance of his/her duties.
2. Serve as a member of all standing committees, except for the Nominating Committee, with voice and vote.
3. Perform other such duties required herein or as shall be delegated by the Chair.

E. Duties of the Secretary – The Secretary of the Council will:

1. Work with the Executive Director to oversee the keeping of records of meetings.
2. Work with the Executive Director to supervise the taking of minutes of meetings.
3. Perform other such duties required herein or as shall be delegated by the Chair.

F. Duties of the Treasurer – The Treasurer of the Council will:

1. Work with the Executive Director to supervise financial matters of the Council.
2. Work with the Executive Director to ensure a yearly audit is conducted and presented as required by North Carolina Law and other applicable regulations.
3. Perform other such duties required herein or as shall be delegated by the Chair.

G. Current Officers - Council officers serving at the time of the adoption of these Bylaws shall continue to serve until the next Annual Meeting or until their successors are elected.

Article VII. Executive Committee

A. Membership – The Executive Committee shall be comprised of:

1. The Chair of the Council,

2. The Vice-Chair of the Council,
3. The Secretary of the Council,
4. The Treasurer of the Council,
5. A delegate from a county member government that has served on the Board of Delegates for at least one full year,
6. A delegate from a municipal member government that has served on the Board of Delegates for at least one full year,
7. A Past Chair of the Council,
8. One of the persons appointed to the Board of Delegates to ensure representation of regional minority interests and
9. One of the persons appointed to the Board of Delegates to ensure representation of the Aging Advisory Council ~~or the Senior Volunteer Services Advisory Council.~~

B. Representation – No one member government may have more than one delegate on the Executive Committee. Only delegates, not alternate delegates, may serve on the Executive Committee.

C. Voting – Each member of the Executive Committee shall be entitled to one vote on any matter coming before the Executive Committee. A quorum shall consist of one-half of the current members of the Executive Committee, and all issues shall be determined by a simple majority vote of those present and voting. Members will be considered present for purposes of quorum and voting either by being physically present or present by electronic means as allowed by North Carolina Law.

D. Term of Membership – The Board of Delegates shall elect the Executive Committee each year during the Board of Delegates' March meeting. The term of membership for all delegates on the Executive Committee shall commence ~~on July 1 at the beginning of the next fiscal year following the Board of Delegates' March meeting,~~ and delegates shall serve on the Executive Committee until their successors are selected. Should any delegate on the Executive Committee cease to be a public official with his/her appointing jurisdiction, that person shall no longer be eligible to be a delegate or to serve on the Executive Committee. Vacancies created by death, resignation or otherwise shall be appointed by the current Executive Committee for a term ending at the next Executive Committee election.

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E. Meetings – In relation to meetings of the Executive Committee, the following terms shall apply:

1. **Procedure** – All meetings of the Executive Committee shall be conducted in accordance with the provisions of Robert's Rules of Order except as otherwise provided in these Bylaws. Robert's Rules of Order may be suspended by majority vote. In this case, meetings must be conducted in accordance with generally accepted procedures for public meetings except as otherwise provided in these Bylaws.
2. **Time and Place** – The Executive Committee shall meet on a regular basis at a time and place fixed by the Executive Committee from time to time. Notice of Executive Committee meetings shall be given as required by North Carolina Law. Executive Committee meetings are open to the public.
3. **Special Meetings** – A special meeting of the Executive Committee may be called by the Chair of the Council, the Executive Director or any two members of the Executive Committee by causing such notice thereof to be given to each member as required by North Carolina Law. The notice of a special meeting shall contain a listing of matters upon which action by Executive Committee may be taken. No action may be taken by the Executive Committee at such special meetings on matters not listed on the meeting notice.
4. **Minutes** – General minutes of each meeting of the Executive Committee shall be taken to record actions taken by the Executive Committee.

F. Duties, Powers and Responsibilities – In addition to those specifically delegated to the Executive Committee by resolution of the Council, the Executive Committee shall have the following duties, powers and responsibilities:

1. The Executive Committee shall review, and may revise, amend, increase or decrease the Executive Director's proposed annual operating budget. After adoption of the budget by the Board of Delegates, the Executive Committee shall exercise oversight of all expenditures in accordance with the budget ordinance.
2. The Executive Committee shall have the authority to transfer or reallocate funds within the operating budget and amend the operating budget in order to meet unanticipated needs or changed conditions.
3. The Executive Committee shall have the authority to employ, fix the salary of and discharge the Executive Director, who shall serve at the pleasure of the Executive

Committee. Employment, promotion, demotion and discharge of all other employees of the Council shall be the responsibility of the Executive Director.

4. The Executive Committee shall have the authority to enact policies and procedures to ensure the effective and efficient operation of the Council, such policies and procedures being consistent with these Bylaws.
5. The Executive Committee may act on behalf of the Council on all matters affecting the Council, except for (a) the adoption of the annual budget and (b) the fixing of member dues and assessments.

G. Attendance – The Council supports the full contribution of all members of the Executive Committee. The following provisions shall apply to meeting attendance for Executive Committee members:

1. An attendance problem occurs if any of the following conditions exist in regard to a member's attendance at Executive Committee meetings:
 - a. The member has two un-notified absences in a row. "Un-notified" means a member does not notify Council staff prior to an Executive Committee meeting to indicate they will be absent from an upcoming meeting.
 - b. The member misses three of the total number of Executive Committee meetings in a consecutive 12 month period.
2. If an attendance problem is identified, the Chair will contact the member in question and work to develop a suitable solution for both the member and the Executive Committee. If this does not correct the attendance problem, the position of the member in question shall be declared vacant and a replacement will be sought in accordance with these Bylaws.

H. Current Executive Committee – The current Executive Committee serving at the time of the adoption of these Bylaws shall continue to serve until the next Annual Meeting or until their successors are elected.

Article VIII. Committees

A. Standing Advisory Committees – The Executive Committee may establish standing committees of delegates and other persons who shall serve as advisory committees to the Executive Committee and may set forth the general duties and responsibilities of such committees,

membership, term thereof and such special responsibilities as the Executive Committee may wish to assign. Any delegate may attend any meeting of any standing committee, but only the duly designated members thereof shall be entitled to vote. Nothing herein shall be construed to require any particular matter to be referred to any standing advisory committee prior to action by the Executive Committee, and the Executive Committee shall not be bound by any recommendation of any advisory committee. With the exception of the Nominating Committee, the Vice-Chair of the Council shall be a member of all standing committees with voice and vote.

- B. Ad Hoc Committees** – The Chair of the Council may establish such advisory committees as he/she may deem appropriate which shall advise the Executive Committee, Executive Director, staff, standing committees and the Council as to particular matters. The members of such committees shall be appointed by and shall serve at the will of the Chair, and the membership of such committees shall not be limited to members of the Board of Delegates.
- C. Procedure** – All meetings of committees shall be conducted in accordance with the provisions of Robert's Rules of Order except as otherwise provided in these Bylaws. Robert's Rules of Order may be suspended by majority vote. In this case, meetings must be conducted in accordance with generally accepted procedures for public meetings except as otherwise provided in these Bylaws.

Article IX. Executive Director

- A. Duties** – The Executive Director is the chief executive of the Council, appointed by and serving at the pleasure of the Executive Committee. He/she is responsible to the Executive Committee for the administration of all departments and Council operations, and has the following powers and duties:
 - 1. He/she shall appoint and suspend or remove all Council employees and agents. Such appointments, suspensions and removals shall be in accordance with any general personnel rules, regulations, policies or ordinances as the Executive Committee or Board of Delegates may adopt.
 - 2. He/she shall direct and supervise the administration of all Council offices, departments, boards, committees and agencies under the general control of the Executive Committee, subject to the general direction and control of the Chair of the Council.
 - 3. He/she shall attend all meetings of the Board of Delegates and Executive Committee and recommend any measure that he/she considers expedient.
 - 4. He/she shall see that the orders, resolutions and regulations of the Board of Delegates and/or Executive Committee are faithfully executed within the Council.
 - 5. He/she shall prepare and submit the annual budget to the Executive Committee and Board of Delegates and act as the Council's Budget Officer.

6. He/she shall make any reports that the Board of Delegates and/or Executive Committee may require concerning the operations of Council offices, departments, committees and agencies.
7. He/she shall perform other duties that may be required or authorized by the Board of Delegates and/or Executive Committee.

- B. Compensation** – Compensation for the Executive Director shall be determined by the Executive Committee at the time of appointment and may be changed from time to time by the Executive Committee.

Article X. General Finance & Contract Provisions

- A. Fiscal Controls** – The accounting and fiscal control procedures of the Council shall be in accordance with North Carolina Law and other applicable regulations as amended from time to time.
- B. Budget Preparation and Adoption** – The process for preparing and adopting the Council's budget shall be in accordance with North Carolina Law and other applicable regulations as amended from time to time.
- C. Banking** – The process for selecting and using banking institutions shall be in accordance with North Carolina Law and other applicable regulations as amended from time to time. The Executive Committee shall designate bank signatories in a manner allowed by North Carolina Law and other applicable regulations.
- D. Fiscal Year** – The fiscal year of the Council shall begin on July 1 of each year and shall end on June 30 of the following year.
- E. Bonds** – Employees and officers of the Council shall be bonded as required by North Carolina Law, resolutions of the Executive Committee and other applicable regulations as amended from time to time.
- F. Finance Officer** – The Council shall employ a person to serve as the organization's Chief Financial Officer to perform duties as required by North Carolina Law, resolutions of the Executive Committee and other applicable regulations. The person serving as Finance Officer shall serve as a regular Council employee, be selected by, be supervised by and report to the Executive Director.
- G. Annual Audit** – The finances of the Council shall be audited following the close of each fiscal year as required and outlined by North Carolina Law, resolutions of the Executive Committee and other

applicable regulations as amended from time to time. An auditor will be selected by the Executive Committee and shall submit its report to the Board of Delegates.

- H. Contracts** – Any and all contracts and other instruments to which the Council is a party shall be executed in the name of the Council by the Executive Director or the Chair of the Council, or upon designation by the Executive Director, other Council staff reporting to the Executive Director. Except as specifically set forth in these Bylaws to the contrary, no member, officer or employee of the Council shall have the authority to bind or obligate the Council with respect to any manner whatsoever to expend any funding of the Council without the specific approval and authority of the Council.

Article XI. Amendment of Bylaws

These Bylaws may be altered or repealed and new Bylaws may be adopted by the affirmative vote of two-thirds of the delegates present and voting at any duly called meeting of the Board of Delegates at which a quorum is present. The notice of the Board of Delegate's meeting at which said proposed amendment shall be considered shall contain either the proposed amendment or a summary thereof and shall state such amendment is to be considered at that meeting.

XII. Indemnification

Any person who at any time serves or has served as a delegate, primary delegate, alternate delegate, member, officer, employee or authorized volunteer or any other agent of the Council shall have the right to be indemnified by the Council against (a) reasonable expenses, including attorney's fees, actually and necessarily incurred by said person in connection with any threatened, pending or completed action, suit or proceeding seeking to hold such person liable for his/her actions on behalf of the Council in such capacity, and (b) reasonable payments made by such person in satisfaction of any judgment or settlement approved by the Council for which such person may become liable in any such acts of any delegate, primary delegate, alternate delegate, member, officer, employee or authorized volunteer or other agent of the Council when engaged in the good faith performance of duties on behalf of the Council. Such right of indemnification shall inure to the benefit of the personal representatives of any such person.

Article XIII. Notices

When these Bylaws, a resolution of the Board of Delegates or the laws of North Carolina require (a) the giving of notice to the delegates of any meeting of the Council or any other matter requiring notice to a member government or its delegate or (b) require the dissemination of agendas, budgets or other materials to a member government or its delegate, such notice shall be written and may be disseminated by mail or electronically as authorized by North Carolina's Electronic Commerce Act (NCGS 66-58.1) and Uniform Electronic Transaction Act (NCGS 66-33-311). Such dissemination of notice shall be deemed to have been given when the same has been either (a) addressed to the delegate at the mailing address certified to the

Approved December 9, 2015

Council as the mailing address of such delegate and deposited, postage prepaid, in the United States mail or **(b)** transmitted electronically to the email address of such delegate theretofore certified to the Council.

The foregoing Bylaws were duly adopted by the Land of Sky Regional Council Board of Delegates at a properly called meeting held on December 9, 2015, and shall be effective upon adoption.



George S. Goosmann, III, Chair of the Council

ATTEST:



Justin B. Hembree, Executive Director



BOARD OF DELEGATES AGENDA ITEM

- Subject:** Proposed Local Dues Change
- Item Number:** XI.B. Proposed Local Dues Change
- Attachment(s):** Current Local Dues and Population of Member Governments
- Background:** Local dues at LOSRC have not increased materially in about two decades and without great change in the past 30 years. The proposal is to increase local dues as the population changes in the respective jurisdiction. The dues would be reset with the decennial census and in five year increments based on the latest data provided by the NC State Demographer and the NC Office of State Budget and Management (OSMB). If the Board of Delegates approve this change, local dues would not change until 2025. The purpose of a local dues change would be to address the increasing cost of grant match requirements. Currently over 77% of local dues are utilized for grant matching requirements for ARC, EDA and Aging. That match number has been increasing over time.
- Responsible Staff:** Nathan Ramsey, Executive Director
- Staff Recommendation:** N/A

Local Government	Regular Assessment	Population 2020 Census
Buncombe	\$118,482	269,452
Henderson	\$37,177	116,281
Madison	\$10,137	21,193
Transylvania	\$12,502	32,986
Flat Rock	\$1,558	3,486
Fletcher	\$3,595	7,987
Hendersonville	\$6,572	15,137
Laurel Park	\$1,091	2,250
Mills River	\$2,690	7,078
Brevard	\$3,806	7,744
Rosman	\$245	701
Total	\$195,196	439,912

Rate .44371602



BOARD OF DELEGATES AGENDA ITEM

Subject: Executive Director's Report

Item Number: XII. Executive Director's Report

Responsible Party: Nathan Ramsey, Executive Director

Attachment(s): Executive Director's Report for June 22, 2022

Background: The Executive Director's Report provides updates and relevant information regarding projects and initiatives for LOSRC Departments/Agencies.

Staff Recommendation: N/A.

Suggested Motion(s): N/A

1. Finance

- We will add a finance software module for payroll and other accounting functions. Payroll training for staff is underway as we will transition to electronic timesheets in early July.
- FY 22/23 budget will be presented to the Executive Committee and Board of Delegates at the May 25 board meeting. The public hearing on the budget has been noticed for the June board meeting.
- We will be proposing a 7% COLA for the FY22-23 budget. The Council's indirect rate will decline for the upcoming program year, health insurance and retirement rates will increase for FY22-23.

2. Economic & Community Development & Transportation Planning

a. Grants & Reporting.

- Staff are working with several jurisdictions to support ARPA projects and administration. Please connect with Erica if you would like to learn more: erica@landofsky.org ARPA information can be found here: <https://www.nc.gov/agencies/pandemic-recovery-office/american-rescue-plan-act-information-and-resources>
- Congratulations to Mars Hill for their recent Rural Transformation Fund Grant – to acquire a vacant Main Street building.
- Congratulations to Brevard for receiving a Federal Lands Access Program (FLAP) grant for engineering and design for Ecusta Trail in Transylvania County.
- LOSRC staff attended a Federal Highways workshop with US Park Service staff and others to discuss opportunities for tourism traffic within Great Smoky Mountains National Park. Continued work with this group is planned to expand this discussion to US Forest Service and other areas within WNC.
- Staff attended the Legislative Day in Raleigh for the Association of Regional COGs. We met with many legislators and staff to discuss the FTZ and WNC Innovation Park.
- Staff is attending the RC2 training with Mars Hill and Rosman sponsored by NC Commerce's Rural Transformation Fund. The training is being held in Boone and remotely by Appalachian State. The towns will be identifying a vision and priorities for economic and community development.
- LOSRC was awarded a grant from the Appalachian Regional Commission, matched with a grant to Southwestern Commission from the Dogwood Health Trust, to create a WNC Housing Asset Inventory for the western 18 counties. This project will be completed through a multi-COG effort.
- LOSRC was awarded a grant from Cares at the UNC-CH School of Social Work in partnership with North Carolina Money Follows the Person (MFP), for the initiative titled *Building Capacity for Home and Community Based Services through Collective Impact*. The project is called *Remain at Home - Accessibility Assessment Program*, in partnership with the Institute for Preventative Care and Advocacy, Mountain Area Health Education Center, RL Mace Universal Design Institute.
- 2nd Round of DEQ grants for water/sewer infrastructure will be due in September. Please let us know if you have any projects you'd like to discuss. <https://deq.nc.gov/about/divisions/water-infrastructure/i-need-funding>
- DEQ has a round of ARPA stormwater funding due in September. Please connect with us if you'd like to discuss project ideas.

- Planning Services.
- Staff have been working with Sister Councils of Government on ARPA, Resilience and Multi-regional projects. Partnerships include sharing ARP policies, ordinances, and guidance; grant development; developing scopes of work and project delivery for ARPA State funds; budgeting and project development for housing, transportation and broadband tech assistance.
- We have begun the roundtable discussions with Bridgeway Capital for our regional Creative Manufacturing plan. First sessions included meetings with over 20 creative manufacturing businesses in WNC and regional roundtable sessions in three communities. WNC Arts and Riverbird Consulting have created creative economic impact sheets for each of the communities.
- The WNC Innovation Park was selected as a Duke Sanford School of Public Policy's Spring Consulting Project. The staff and students presented their final project report last week and the final paper will be forthcoming. There will be several recommendations we can discuss to work toward a stronger high-tech workforce. Staff continues to seek funding for a feasibility study/strategy to develop the WNC Innovation Park with the coalition of 5 COGS, Dogwood Health Trust, WCU, Montreat College, Community College System, and many other partners. Applications have been submitted to several entities including ARC and Dogwood Health Trust.
- The Draft report for the Regional Economic Collaboration and Analysis led by the Region's Chambers of Commerce and business sector is under review by the Advisory Committee. Ernst and Young was selected as the Consultant for this effort and is being funded by the EDA and Dogwood Health Trust. Full results will be shared broadly.
- Staff and partners have completed the analysis and final products with Outdoor/Recreation Sector manufacturers to determine opportunities in supply chains, workforce and economic diversity in cooperation with High Country Council, Southwestern Commission and Riverbird Research. <https://storymaps.arcgis.com/stories/291e98f0291643c49a6462395ec3e6e5>
- Staff continues working with several local governments and partners on applications for economic development, community development, transportation, and infrastructure implementation with BRIC/FEMA, EDA, and foundations. These projects will support transportation connections, resilience, job growth, industry expansion, and place-based development.
- The NCGS 160D requires all Comprehensive Plans be updated to meet the new guidelines by July 1, 2022. (i.e. Municipalities and Counties must have a "reasonably-maintained" [updated within last 5-10 years] Comprehensive Plan in effect in order to legally continue having local zoning/development regulations. At minimum, a reasonably updated Land Use Plan must be in place by July 1, 2022 as a rational nexus to zoning/development regulations. (see Town of Canton's phased-approach, Phase 1: Land Use Plan by July 1, 2022; Phase 2: Other Comprehensive Plan elements to be included after July 1, 2022) Please contact erica@landofsky.org if you have questions or would like assistance updating your plans.
- Staff is working with the EPA's Office of Research & Development to explore future growth scenarios for the region through 2045 based on land use, transportation, population and employment using UrbanSim. Contact Mary for more information: mary@landofsky.org
- LOS has been awarded a 205j grant to support continued development of the WNC Stormwater Program. LOSRC has launched the Regional Stormwater Services Program to support small MS4s and interested communities with stormwater management and MS4 stormwater compliance. LOSRC is hosting rain barrel workshops in several communities and developing regional educational campaigns related to stormwater management. Contact Mary for more information: mary@landofsky.org.

- LOS partnered with NC DIT and the Division of Rural Health to distribute hotspots with 12 months service, for telehealth programs in WNC. To date 130 hotspots have been distributed to programs in three counties.
- LOS is partnering with the Institute of Emerging Issues and Dogwood Health Trust to assist develop and implement Digital Inclusion Plans in WNC.
- Clean Cities Program is assisting local governments prepare for VW Settlement projects. During the first round of settlement funding released in 2020, the Land of Sky Clean Vehicles Coalition helped the region bring in more than \$4.1 million in grant funding to support purchases of new clean vehicles and EV infrastructure. Please contact Sara Nichols with questions on how to apply for more than \$68 million in state funding available for clean fleets: sara@landofsky.org
- Staff are working with several communities for planning and zoning assistance including Hot Springs, Mars Hill, Montreat, Woodfin, Flat Rock, Maggie Valley, and Andrews. We are partnering with Region A staff to assist with communities in their region, and recently signed a contract with the Town of Clyde.
- We continue to partner with the Chambers of Commerce, Small Business Support Agencies, nonprofits, and economic developers to assist small businesses through COVID-19 impacts.
- Staff continues to serve as a Steering Committee member for the statewide RISE project for NC Department of Public Safety, NC Office of Recovery and Resilience.
- The TDM Coordinator is working with Workforce, Inspire, and employers to develop a vanpool for under-resourced individuals to access job sites.
- LOSRC's Waste Reduction Partners program is providing free water-use management assessments for large customers of the City of Asheville's Water Resources Department. These on-site assessments help identify utility costs savings for the City.
- LOS received CMAQ funding to continue support of air quality outreach initiatives in WNC.
- Clean Vehicles has been participating in outreach events across the region including City of Asheville Parks and Recreation Truck City, Evergreen Charter School Better World Day, Careers on Wheels, Cherokee Electric Bus Ribbon Cutting.
- Cherokee Clean Vehicles participated in the first electric school bus in North Carolina ribbon cutting, including a visit from Governor Cooper and Administrator Reagan.
- Staff hosted the annual broadband leadership summit with national level speakers and nearly 200 registrants on April 20, 2022.

b. Transportation Services

- MPO & RPO staff continue to work with local partners and NCDOT on project design and development.
- Staff is assisting in TAB, STIP and CTP development and Board meetings.
- RPO staff serving as NCARPO Association President, the NCARPO is the statewide organization representing Rural Transportation Planning Organizations in NC.
- RPO staff is also serving on the new NCDOT EV/Clean Energy Committee.
- RPO, MPO and ECD staff are assisting several communities write grants for transportation projects, including RAISE, FLAP, and the IIJA Discretionary Funds.
- MPO and RPO staff are serving on the state's Prioritization Workgroup with other representatives from MPOs, RPOs, and NCDOT.
- The MPO is providing funding to several special studies in the region getting ready to being in FY 2023: Fonta Flora Trail Feasibility Study, Reed Creek Greenway Extension Feasibility Study (City of Asheville), Patton Avenue Corridor Study, and the Buncombe County Multimodal Master Plan.
- The MPO is managing the Haywood County Greenway Master Plan with public meetings planned for June 6th-June 8th

- The MPO has completed corridor studies on Hendersonville Road and Tunnel Road, in cooperation with the City of Asheville, Buncombe County, and NCDOT. The Studies can be found here: <http://frenchbroadrivermpo.org/local-plans/>
- The MPO is providing funding for on-going studies at the City of Asheville, including the Close the GAP Plan, the purchase of bicycle and pedestrian counters, and the Biltmore/McDowell study.
- MPO staff is serving on a Locally Administered Projects Program committee with NCDOT to provide policy recommendations to achieve better success rates and more on-time delivery of LAPP projects.
- MPO staff attended the NC Association of MPOs Conference in Wilmington April 20th-April 22nd and gave three presentations on studies completed throughout the region
- The MPO is considering providing an additional \$23 million in funding for projects across the region, including:
 - Ecusta Trail (US 64 to the Transylvania County Line)
 - Woodfin Greenways
 - Swannanoa Greenway
 - Riceville Road Sidewalks
 - Texas Road Pedestrian Bridge

3. Aging

American Rescue Plan Act (ARPA)

- The Area Agency on Aging staff received the final Administrative Letter from DAAS and will be notifying providers who submitted RFPs for ARPA funding.

COVID-19 Vaccine Outreach

- Staff continues to get out into the community for events such as the World Elder Abuse Awareness event in Asheville.
- Staff continues to make and distribute “swag bags” with Covid information and at-home testing kits. Senior centers in Buncombe and Henderson Counties have enjoyed these. Hoping to give them out in Madison and Transylvania Counties as well.
- Through newspaper ads, flyers, posters, and rack cards, staff has connected with around 25,000 people with Covid information within the past month.
- Through swag bags, speaking events, and tabling events staff has personally connected with around 1,000 older adults between the months of May and June.
- Staff continues to connect with other organizations and find different ways to reach older adults with Covid information.
- On June 29th staff will partner with Disability Partners, Mountain Mobility, and Buncombe County’s new mobile unit team to hold a vaccine clinic at Disability Partners offices on Leicester Highway.

Family Caregiver Support Program

- Staff is worked with an area provider to help a kinship caregiver purchase a swing set for their granddaughter who has autism
- Staff assisted with the Aging Provider Networking Event held on June 1.
- Staff did a presentation on the Family Caregiver Program with Project C.A.R.E. staff for MAHEC (Mountain Area Health Education Center) Community Health Workers, Peer Support, and Outreach Specialists.
- Staff is co-sponsoring with AARP, “Powerful Tools for Caregivers” online. This is a six-week session to assist caregivers. There are 15 participants registered for this summer session which began on the first week of June

Foster Grandparent Program

- Number of active volunteers: We have 27 volunteers are serving in-person with children ages infant to 13 years old.
- Number of volunteers waiting on paperwork, placement, etc.: 26 volunteers wait for their schools to reopen to volunteers so that they can return to service. Three potential volunteers are in the process of enrolling in the program.
- Number of active stations (schools, day cares, etc.): 7
- Number of stations waiting to sign MOU, volunteer placement, etc.: 11 of the schools, Head Start Centers, and child care centers have not yet allowed volunteers to return to service, three of which we are working to renew MOUs with.
- Recruitment efforts (press releases, presentations, etc.): Volunteer recruitment efforts are currently on pause until we have schools open to be able to place them. We are currently looking for new stations in Henderson County.
- In-service/training update: On June 14, 2022 26 Foster Grandparent volunteers attended in-person in-service training at Land of Sky Regional Council. This in-service was a time to celebrate the end of the year and the accomplishments made. Volunteers shared stories from the children they worked with this school year that will be used on our Area Agency on Aging Facebook page in the coming months.
 - Staff is seeking a presenter for the July in-service meeting to help volunteers learn more about Juneteenth.
 - Eleven Foster Grandparents are currently participating in facilitated book study of the book, *My Grandmother's Hands: Racialized Trauma and the Pathway to Mending Our Hearts and Bodies* by Resmaa Menakem. This book study has allowed us to have open conversations about Racism, Equity, and Diversity. It also aligns with the Land of Sky Regional Council focus to build on the success, sustain improvements, and gauge progress toward a more diverse, inclusive, and equitable team and workplace.

Health Promotion and Disease Prevention

- The AAA has received a grant from UNC-Asheville to expand the Living Healthy evidenced-based programs to include diabetes self-management. Staff will also work closely with Madison County to bring this program to the area, as reducing and managing diabetes is a target goal for the county.
- Staff has been screening prospective volunteer leaders for health program delivery leaders and has seen increased interest in the Living Healthy programs.
- Staff participated in the 5-County "Road-co" event, with a volunteer leader providing Tai Chi demonstrations for transportation employees across five counties.
- Staff is working closely with Healthy Aging NC and Mission Health Partners to create a "decision tree" screening tool for NC360 referrals.
- Staff volunteered for the Generation Plus LGBTQ+ 55+ Picnic in the park on June 18.
- Staff works closely with Blue Ridge Pride, Southern Equality Studios, AARP, and Generations Plus to display art at the Raise your Voice Stonewall event on June 28. The art created results from an intergenerational project that focuses on the stories of LGBTQ+ elders.
- Staff has completed planning for WNC Falls Prevention and MAHEC to bring a September Falls Prevention conference to the region on September 9, 2022. Area Agency on Aging has secured vendor representation at the event.
- Staff and Asheville Terrace Community Health Workers continue to partner with MANNA and OLLI volunteers to bring nutrition to residents. In May, 86 bags of groceries were distributed to residents, and 326 "Neighbor Knock" visits were conducted.

Home and Community Care Block Grant: May 2022 Report of Services Provided

- Adult Day Care/Health Days = 3,692
- Meals – delivered/congregate = 179,819
- In-home Aide hours = 11,504
- Legal Services hours = 1,578
- Transportation trips = 41,388
- Home Improvement Projects = 67

Money Follows the Person (MFP) Community Inclusion:

- Staff serves 37 Counties including 172 Skilled Nursing Facilities.
- Staff provided training to Mecklenburg County long-term care Medicaid social workers and support team including 24 staff members.
- Staff provided program training to Alleghany County long-term care Medicaid social workers including team supervisors and six attendees.
- Staff attended and presented webinar at Mountain Area Health Education Center virtual conference.
- Staff presented program webinar for United Health Care team meeting including 72 staff members over North Carolina.
- In-person and virtual visits to 32 skilled nursing facilities to provide support and education to staff while also assisting in the application process for Money Follows the Person.
- Staff contacted Skilled Nursing Facilities to facilitate conversations with residents who were currently working with Community Assistance Programs for the Disabled (CAP/DA) to explain the benefits of also working with Money Follows the Person.

Ombudsman Program

- Staff provided Aging Sensitivity trainings to Blue Ridge Community College CNA 1 classes
- Staff is working with Community Advisory Committees to begin discussing their possible return to visiting facilities this summer.
- Staff has Co-Chaired the Buncombe County World Elder Abuse Awareness Day Committee. The event was held at Carrier Park on June 15.
- Staff attended the Transit Road-ee in Madison County. Staff provided information and training on elder abuse awareness.

Project C.A.R.E. (Caregiver Alternatives to Running on Empty)

- Two staff members gave joint online presentation to MAHEC (Mountain Area Health Education Center) Community Health Workers and Peer Support and Outreach Specialists on Project C.A.R.E. and the Family Caregiver Support Program.

The Senior Companion Program

- Number of active volunteers: 49 active volunteers are serving with seven on leave and four volunteers left the program.
- Number of volunteers waiting on paperwork, placement, etc.: Three perspective volunteers. Staff has mounted a recruitment campaign in partnership with Council on Aging in Henderson County. In July, staff will meet in Madison County for a recruitment push, and Transylvania and Buncombe County in the later summer.
- Number of active stations: Seven active stations/agencies with a focus on Council on Aging in Henderson County with quarterly get togethers to recruit and maintain volunteers.
- In-service/training update: Staff continue monthly in-person trainings at Land of Sky Regional Council. Upcoming topics include:
 - June- Health Resources: Jenna Sharritis/Brea Kuykendall
 - July- Benefit Enrollment: Vance Goodman
 - August- Transportation: Vicki Jennings

- Staff continues to apply for grants to support mileage reimbursement.

4. Administration

- Danna's final day at Land of Sky Regional Council was Friday, June 17. We wish her all the best in her new role as Executive Director of Foothills Commission.
- We will not be replacing the Deputy Director position. The job responsibilities of this role have been transitioned to other Leadership Team members. Christina Giles will be assuming the HR and Equal Employment Opportunity Officer roles. Vicki Jennings will be overseeing NEMT department, INspire program, and the Council's Diversity, Equity and Inclusion (DEI) efforts. Erica Anderson will be overseeing the Foreign Trade Zone program and supporting quarterly managers meetings.
- Nathan is scheduled to make a presentation to Buncombe County Board of Commissioners on July 19 with an update about LOSRC.
- We hosted a Friday Fun Day on June 3 with a cookout to encourage staff to visit the office. I want to thank Vicki Christina and Jane for supporting this event. This event was paid for with private funds (non-Council funds).
- Asheville City Council Member and LOSRC Board Member Sandra Kilgore, Erica Anderson, Renee Boyette and Nathan attended the NC Association of Regional Councils of Governments (NCARCOG) Legislative Day on June 7 at the NC General Assembly. Most of the members of our local legislative delegation attended the reception and we visited each of their offices.
- Nathan attended the NC School of Science and Math (NCSSM) Morganton campus grand opening on June 10.
- Eight staff attended the Asheville Chamber of Commerce Annual Dinner on June 14 at the Omni Grove Park Inn.
- Over 140 people attended the ncIMPACT, UNC School of Government, NCARCOG Affordable Housing webinar on June 15 and Land of Sky hosted a breakout after the main meeting. LOSRC had the #2 highest attendance of any COG region.
- We hosted a staff Juneteenth luncheon on June 20 and we had over 35 staff attend in-person or remotely.
- We are in the final phase of planning Rebounding Stronger Summit on Tuesday, August 9, 2022 in partnership with Southwestern Commission and Federal Reserve Bank of Richmond. The summit will take place at the Cherokee Convention Center in Cherokee, NC.
- Current phase of office renovations are complete. The purpose of the renovations are to align our office space to support the Healthy Opportunities project. It has taken time for Buncombe County to secure the construction supplies and contractors for this project. The renovation is being funded by a \$400,000 grant from Dogwood Health Trust. After the August 24 board meeting we will host an open house.
- We are planning to host the Land of Sky Summer BBQ at the Town of Mills River Community Park on Friday, July 29 from 11:30 am – 2:00 pm.
- Hosted monthly LOSRC DEI and staff meetings.

5. Workforce

- Region's unemployment rate of 2.8% for April 2022, metro is tied for the #1 lowest unemployment rate in NC. Our region now has more people working, more jobs and more people in our labor force than at any time pre-pandemic.
- We received 795 complete responses and several hundred partial responses to the WNC Talent Survey covering 10-counties in Western North Carolina. The goal was 750 responses.

- The board released a Request for Proposals for WIOA Services and a Letter of Intent for Career Center One-Stop Operator. Proposals are being reviewed and recommendations will be presented to the board at the June meeting along with the proposed PY22-23 budget.
- Nathan will host an informational session regarding the NCWorks Commission proposal to consolidate Workforce Development Boards. The chairs of the county commissioners in the four-county region are the Chief Local Elected Officials (CLEOs) and ultimately whether there is consolidation in our region will be in their discretion. County officials, local economic developers and NC Department of Commerce, Division of Workforce Solutions (DWS) leadership have been invited.
- NCWorks Commission approved a framework for workforce board consolidation. The framework encourages consolidation but does not indicate how many workforce boards NC should have. A link to the memorandum is following: [NC Commerce: NCWorks Commission Draft Memorandum on Workforce Development Board System Alignment Study](#)
- Transylvania County Board of Commissioners passed a resolution opposing Workforce Board consolidation and expressing their support for the current alignment of a four-county workforce region.
- Funding for PY22-23 is less than what we anticipated, total funding for all programs was just under \$1.8 million. That amount is a reduction of over \$400,000 from the current year PY21-22 funding.
- Board staff are focused on meeting the 20% work experience mandate for our NCWorks NextGen Youth programs. Although we were very close the board failed to meet the 20% mandate last year.
- We are planning a “\$19 per Hour and Beyond” job fair on Wednesday, June 29 at the WNC Agricultural Center in Fletcher. Employer spaces have all been taken and we have a waiting list. The capacity of the space is 73 employer booths.
- We are applied for the EDA Good Jobs Challenge in partnership with Dogwood Health Trust, AB Tech and Blue Ridge Community College. The focus will be on the advanced manufacturing and healthcare sectors, the request is for \$10 million.
- We are working on the ARC WORC grant in partnership with the INspire team. Dogwood Health Trust Leverage Fund has provided a grant writer to support this application.

6. NEMT

- Our contract amount with Buncombe County Government will be unchanged for FY22-23. We appreciate the support from Buncombe County Government with this contract.
- There will be another transition of clients to managed care and we don't know with detail how this transition will impact the number of clients we are serving and the trips scheduled.
- Total trips scheduled and total trips taken have increased compared to one year ago but the total active cases have declined.

7. Mountain Mobility

- Ridership for the Black Mountain Trailblazer service grew by almost 33% from April to May. Trips increased from 360 to 479 in the 30-day period, making May the largest month for Black Mountain Trailblazer ridership in FY22. Ridership for the Enka-Candler and North Buncombe Trailblazers decreased slightly from month to month.
- Overall ridership for the month of May decreased slightly from April, becoming the third-lowest ridership month in FY22 behind January and February, respectively. While we are unsure of what has caused this decrease, we suspect an uptick in COVID cases in early May could be the reason riders chose not to use public transit.
- While we still have numerous positions to fill, our driver turnover for the period of April and May was 0%. We currently have both FT and PT vehicle operators positions to fill. Buncombe County has increased wages for the contractor to try to attract more employees.

8. Healthy Opportunities

- The contracting process is progressing, and we currently have six providers fully contracted, representing six of the 18 counties in the Pilot region. Many other systems in the region are working through the contracting process as well. We hope to have the entire region covered in the next few months.
- Referrals have been slower coming in than originally anticipated. We believe referrals will increase as physician become more familiar with the project.
- LOS has requested to add some housing services to our original contract. This will bring in more referrals and possibly add staff to the project. We are hoping for a contract amendment in the next few weeks.