

Land of Sky Regional Council
March 28, 2018
Regular Meeting



Please mute all electronic devices, including cell phones, laptops, tablets, and recorders. Delegates are requested to state their names when moving on orders of business. Thank you!

AGENDA

Special Presentation by Dr. Arthur Salido, Executive Director for Community & Economic Engagement and Innovation at Western Carolina University (12:45pm)

- I. Call to Order (1:15pm)
- II. Invocation
- III. Pledge of Allegiance
- IV. Roll Call
- V. Modification and Approval of Agenda
- VI. Public Comment
- VII. Recognition of Special Guests
- VIII. Chairman's Comments and Roundtable
- IX. Approval of Minutes from the December Regular Meeting
- X. Consideration and Approval of Consent Agenda Items
 - A. February FY 2018 Treasurer's Report
- XI. Presentations/Recognition
 - A. Kathleen Godwin Cole and Trail Blazer Awards – LeeAnne Tucker, Area Agency on Aging Director
 - B. LOSRC Staff Service Awards – Justin Hembree, Executive Director
- XII. Old Business
- XIII. New Business
- XIV. Executive Director's Report
 - A. Organizational Improvements
 - B. Meeting Schedule
 - C. New Employee Introductions
 - D. Employee Retirements
- XIV. Important Dates
 - A. Mountain Area Career Fair- WNC Ag Center/Davis Event Center; April 10, 2018, 11am-6pm
- XV. Adjournment



BOARD OF DELEGATES AGENDA ITEM

- Subject:** December Board of Delegates Meeting Minutes
- Item Number:** IX. Approval of Minutes from the December Regular Meeting
- Responsible Party:** Zia Rifkin, Administrative Services
- Attachment(s):** Minutes from the meeting of December 2017
- Background:** Attached is the December 2017 Board of Delegates meeting minutes
- Staff Recommendation:** Recommend acceptance of the December meeting minutes.
- Suggested Motion(s):** Move to approve the December meeting minutes as submitted

**Meeting of
Land of Sky Regional Council Board of Delegates
December 6, 2017**

Minutes

Special Presentation - George Briggs, Executive Director of the NC Arboretum provided background on the Arboretum including that he has been its Executive Director since 1987 and that the Arboretum is an affiliate of the University of North Carolina-Asheville (UNC-A). He shared about name, brand and regional awareness for the work of the Arboretum. The Arboretum provides a Youth Education Program that currently serves 33 counties and is expanding to all 100 counties in the state in the next five years. The program focuses on Science, Technology, Engineering, and Math (STEM) education and staff find that kids like learning in the "real".

Executive Director Briggs informed the Board about the Arboretum's non-profit arm; Bent Creek Institute, Inc., which develops and distributes natural care products including an Omega-3 nutritional supplement, among others. The Arboretum, as a regional economic development strategy, has been working on its natural products initiative for 15 years.

Discussion occurred about the structure of the Bent Creek Institute and Mr. Briggs shared that he is Chair of its board. The enterprise has self-sustaining operations providing material evidence that this can be a revenue stream for the Arboretum.

- I. Call to Order – Chairman Larry Harris called the meeting to order at 1:15pm.
- II. Invocation – Chairman Harris gave the invocation.
- III. Pledge of Allegiance – No flag was available for the Pledge of Allegiance.
- IV. Roll Call – Patrick Fitzsimons called the roll. The following members were present: Larry Rogers, Mike Hawkins, Vijay Kapoor, George Goosmann, Jonathan Kanipe, Larry Harris, Charlie Landreth, Anne Coletta, Bob Davy, Barbara Volk, Nancy McKinley, Patrick Fitzsimmons, Brenda Mills, John Mitchell, and Charles Dickens. The following guests were present: Robin Ramsey, Jordan Barnes, and Freddie Harrill. Justin Hembree announced a quorum was present to conduct business.
- V. Modification and Approval of Agenda – The agenda was presented for approval with a modification request to include the Executive Director's Performance Evaluation Process under: XIII. New Business; Item B. Bob Davy moved to approve the agenda as modified. Charles Dickens seconded and the motion carried without further discussion.
- VI. Public Comment – No public comment.
- VII. Recognition of Special Guests – Chairman Harris recognized Robin Ramsey (representing Senator Burr). He also recognized Vijay Kapoor, newly elected Council Member for the City of Asheville. Councilman Kapoor is now the City's delegate to the LOSRC Board.
- VIII. Chairman's Comments and Roundtable – John Mitchell – Shared that a new Recreation Director just started with Henderson County. He also shared that an RFP has been released to extend the Greenway Project. Also, Andrew Tate (Henderson County's Economic Development representative on the Board) has moved on to work for the state on the railroad down east. Brittany K. J. Brady has been elevated to the directorship of the County's Economic Partnership. Finally, John Mitchell shared that the biggest event hosted by the county is the New Year's Eve event. Bob Davy – Shared that the Town of Fletcher has a new Mayor- Rob A. Whiteside. He also shared that as the Town incorporated in 1989, all of the good dates to have a holiday parade were already taken; with that in mind, the Town's Holiday Parade is coming up this Saturday and everyone is invited. Charles Dickens – Shared that the Regional Advisory Council on Aging is meeting in Hendersonville next. The October meeting was held at the VA Hospital and focused on healthcare for older

veterans. The next meeting plans to look at the benefits available to Veterans' families and others. Charles Dickens shared his appreciation for receiving the Charles H. Campbell Regional Leadership Award at the Annual Celebration in October. Barbara Volk – Shared that all of the holiday activities are over in the City of Hendersonville, until the New Year's celebration. She also shared that all Council Members running were re-elected. She communicated that NCDOT is looking at improving the main roads in the community. The City is looking to balance the concerns of the citizens with the needs of the community. She also shared about two not-so-good things- first is a Police involved shooting in which the suspect was shot and killed. There has been a lot of misinformation going around and any questions should be directed to Mayor Volk or City Manager John Connet. The other excitement was that in doing some ground radar for greenway development a human skeleton was found. It has been sent to the Medical Examiner's office in Raleigh. Nancy McKinley – Shared that the big issue in the Town of Laurel Park is the roads. The Town Council has been listening to citizens about planned road improvements and continues to hear a good bit about the big development down the road in Hendersonville. The Town's good news is that Rhododendron Park is finished and it is wonderful. Anne Coletta – Shared that the Village of Flat Rock is also dealing with road issues. She shared that since she did not seek re-election; Paige Posey was elected and will be sworn in next week. Council Member Albert Gooch is set to become the primary Delegate to the Land of Sky Board. Larry Harris – Shared that the big news in the Town of Black Mountain is that the EDA grant (that was the last piece of the puzzle for the Avadim development) has been approved and the building will come to fruition in 2019. Jonathan Kanipe – Shared that the Town of Biltmore Forest held its Christmas trees lighting event. The Town worked with Duke Energy and there was a great turnout for the event. He shared that beginning next week, the Town and the Town of Montreat have entered into an agreement with LOS to provide a Zoning/Code Enforcement staff that the municipalities would share. Vijay Kapoor – Shared that the City of Asheville has two new Council Members- him and Sheneika Smith. Council Member Gwen Wisler won re-election. Vijay Kapoor shared that he was very pleased to volunteer for the LOS Board. He plans to focus on development, growth and NCDOT issues. He noted that the City wants to view development with a regional approach. Brenda Mills – Shared that she took a new job in September and today is her last meeting and she will be working with administrative staff to find a minority representative to fill her seat on the Board. She commended the work of the Board and thanked everyone.

Justin Hembree shared that it has been a while since LOS offered a new board member orientation and that staff would look at holding one early in 2018. Bob Davy requested that Justin Hembree personally call each newly elected official in the region.

- IX. Approval of Minutes from the September Meeting – Bob Davy moved to approve the minutes of the September meeting. Jonathan Kanipe seconded and the motion carried without further discussion.
- X. Consideration and Approval of Consent Agenda Items – The Consent Agenda, consisting of Item A. October FY 2017 Treasurer's Report was presented for consideration. Jonathan Kanipe moved to approve the Consent Agenda as presented. Bob Davy seconded and the motion carried without further discussion.
- XI. Presentations/Recognition –
 - A. Report on the Amplified WNC: Workforce and Mobility Summit – Nathan Ramsey, Director of Workforce Development, shared that the Mountain Area Workforce Development Board (MAWDB) is an agency of LOSRC. North Carolina has 23 Workforce Boards and many of them are associated with their regional COG. He continued that there is a lot of growth in our community. Currently, there is around 13,000 job openings in the region at all levels of work and rates of pay. From 2001 to 2019, MAWDB led the state in job development and the region has some of the lowest unemployment rates in the state. Despite all of that economic success, challenges remain from the workforce development viewpoint.

Nathan Ramsey shared that MAWDB in collaboration with the Richmond Federal Reserve Bank held a workforce summit on November 29 at the AB Tech/Mission Conference Center. He expressed appreciation for Jeanne Bonds and her team at the Richmond Federal Reserve, whose mission is stable prices and full employment. The summit focused on how WNC can grow the talent necessary to meet

employer needs and promoted economic mobility. He shared that there are many good-paying jobs available; however, employers are struggling to find the talent they need. Additionally, many folks are not experiencing economic mobility. The goal of the summit was to bring together a large group (over 200 attended the summit) of folks to discuss economic mobility and how to improve that for folks. Nathan Ramsey shared that both high-wage and low-wage jobs are growing in the state; however, there is a hollowing-out in the Asheville Metro Area of the mid-level positions. Companies interested in the Asheville area always ask economic developers if the talent is available in the region.

Nathan Ramsey shared that the summit had a great cross-section of employers from the region. He noted that AB Tech donated the space for the event and Buncombe County filmed the summit. He also recognized Emily Breedlove with Small Town Ventures for her assistance with the summit. Nathan Ramsey shared that LOS and MAWDB can help folks, regardless of where they live, to improve their economic mobility in the region. He concluded that the challenge with workforce is that housing and transportation are inextricably linked to employment.

Discussion occurred about the folks who attended the summit and Nathan Ramsey shared there were a lot of employers, educators, non-profits, etc. He noted that one of the roles of MAWDB is to leverage its funding to better collaborate with groups in our region to solve the challenges that keep folks from experiencing economic mobility.

Discussion occurred regarding whether MAWDB reaches across state lines. Nathan Ramsey shared that there are many folks who live in the LOS region but work beyond state lines. Any community that you visit will have conversations about workforce development as both urban and rural communities have workforce challenges, which is one reason that MAWDB champions regionalism. Justin Hembree thanked Nathan Ramsey and his team for the work on the summit and he shared that he was proud of the work that is done to help folks become economically mobile and for MAWDB's regionalism.

Discussion occurred regarding the changes seen in the last 20 years and Bob Davy expressed that housing is the real issue. Nathan Ramsey communicated that the region attracts talent from other areas as our region provides a high quality of life; however, we need to grow our own talent. He noted that Asheville has one of the highest rental rates of any area in the state.

Discussion also occurred that the Asheville Metro Area has had the lowest unemployment in the state. However, it is more challenging to find folks for open positions due to many factors including the aging population, housing relative to wages, and ability to get training.

XII. Old Business –

XIII. New Business –

- A. Proposed 2018 Meeting Schedule - Justin Hembree shared that the Executive Committee discussed the 2018 meeting schedule, which reduces the number of Board meetings per year from 10 to 6 (January, March, May, June, August and December); The May meeting is for the Budget presentation and the Budget Ordinance is adopted at the June meeting. The Executive Committee recommends this change. He shared that special efforts would be made at the regular meetings of the Board to provide presentations that would draw the crowds. Justin Hembree informed the Board that other important dates for 2018 include the Annual BBQ/Open House on July 25th and the Annual Celebration on October 24th. Board meetings would continue to begin at 1:00pm. He also directed the Board's attention to the organization's holiday closing schedule.

Chairman Harris moved to approve the Board's 2018 meeting schedule. George Goosmann seconded and the motion carried without further discussion.

- B. Executive Director Performance Evaluations – Chairman Harris reviewed the evaluation process for the Executive Director position. Evaluation forms would be distributed to Executive Committee members and some selected partners and Justin Hembree would complete a self-evaluation. Once all evaluations

were completed those would be submitted to a third party who would review and develop a summary. The Executive Committee would meet in closed session to review the evaluation summary including a review of the salary and benefits package. After that, everything would go back to the third party. It was communicated that annual goals would be set (individual and organizational) and the Executive Committee would receive monthly reports on those in an effort to build communication. Chairman Harris requested a motion to move forward. The hope is to have the evaluation process completed by the end of the first quarter.

Chairman Harris also informed the Board that the organization now has an attorney on retainer: Billy Clarke with Roberts and Stevens, P.A., whose organization can keep the confidentiality of the performance evaluations.

Discussion occurred about having the Executive Committee put the first draft of goals together and sending those out to all Delegates prior to those being finalized. The consensus of the Board was to proceed with the performance evaluation.

XIV. Executive Director's Report –

A. Nominating Committee - Justin Hembree shared that volunteers would be requested at the January meeting for the Nominating Committee. He also requested that Delegates let him know if they are interested in serving on the Executive Committee.

B. Holiday Closings – Justin Hembree shared that the organization would be closed December 25 and 26 and New Year's Day.

C. CS4WNC – Justin Hembree shared that LOSRC is working with Computer Science 4 WNC. The group focuses on Science, Technology, Engineering and Math (STEM) education and there will be a summit coming up. He also shared that more information would follow about the Broadband Summit at LOSRC offices on January 22, 2018.

XV. Important Dates – The next LOSRC Board of Delegates is scheduled for January 17 (third Wednesday).

XIV. Adjournment – George Goosmann moved to adjourn the meeting. John Mitchell seconded and the meeting stood adjourned.



BOARD OF DELEGATES AGENDA ITEM

- Subject:** February FY 2018/19 Treasurer's Report
- Item Number:** XI. Consent Agenda, Item A
- Responsible Party:** Vickie Thomas, Finance Director
- Attachment(s):** February FY 2018/19 Treasurer's Report (Available at Meeting)
- Background:** Attached is the February FY 2018/19 Treasurer's Report. The report outlines year-to-date revenues and expenditures. Also included is cash balance information, fund balance reporting, and member dues information.
- Staff Recommendation:** Recommend acceptance of the February FY 2018/19 Treasurer's Report.
- Suggested Motion(s):** The Treasurer's Report, if not pulled, will be accepted as part of the motion to approve the consent agenda.

**Land of Sky Regional Council
Treasurer's Report
February, 2018**

	<u>Amount</u>	<u>% of Budget</u>
<u>YTD Report of Receipts & Expenditures</u>		
Total Annual Budget	\$ 13,614,513	
Year-to-Date Revenues	\$ 5,562,358	40.86%
Year-to-Date Expenditures	(5,900,422)	43.34%
Grant/Contract Cash Balance	<u>\$ (338,064)</u>	
Year-to-Date Target Percent		66.67%

Cash Balance Report

Total Cash Balance at beginning of month	\$ 2,548,106
Cash Received during month	802,272
Cash Expenditures for month	<u>(801,625)</u>
Total Cash Balance at end of month	<u>\$ 2,548,753</u>

Fund Balance Report at 6/30/17 (Audited)

Unassigned	\$ 1,087,503
Restricted-Stabilized by State Statute	1,252,476
Total Fund Balance	<u>\$ 2,339,979</u>

Assessments (Dues) Report

YTD Billed to Member Governments, 3rd quarter	\$ 166,319
Collected to Date	<u>(166,319)</u>
Balance Due	<u>\$ -</u>



BOARD OF DELEGATES AGENDA ITEM

Subject: Kathleen Godwin Cole and Trail Blazer Awards

Item Number: XI. Presentations/Recognition; Item A.

Responsible Party: LeeAnne Tucker, Area Agency on Aging Director

Attachment(s): None

Background: The Trail Blazer Award is given annually to a professional in our region who is a pioneer and innovator in the field of aging and adult services. Carol McLimans, Family Caregiver Resource Specialist at the Area Agency on Aging, received the first annual Trail Blazer Award in 2016.

The Kathleen Godwin Cole Award was established in 1990 in memory and honor of Kathleen Godwin Cole. She served for several years on the Advisory Council on Aging, Contractor Relations Committee, and the Buncombe County Nursing Home Community Advisory Committee. This award is given annually to a Land of Sky Regional Council volunteer, age fifty-five or better, who has made major volunteer contributions in our region.

Staff Recommendation: None.

Suggested Motion(s): n/a



BOARD OF DELEGATES AGENDA ITEM

Subject: LOSRC Staff Service Awards

Item Number: XI. Presentations/Recognition; Item B.

Responsible Party: Justin Hembree, Executive Director

Attachment(s):

Background: Each year Land of Sky Regional Council recognizes employees for milestones in their years of service to the region. This year we recognize seven individuals and present them their respective service awards:

Bill Eaker - 35 Year Service Award (38)
Wanda Clark - 35 Year Service Award (38)
Arlene Wilson – 25 Year Service Award
Rose Sabo – 10 Year Service Award
Barbara Darby – 5 Year Service Award
Justin Hembree – 5 Year Service Award
Vicki Eastland - 5 Year Service Award

Staff Recommendation: No Action Requested

Suggested Motion(s): N/A



BOARD OF DELEGATES AGENDA ITEM

Subject: Executive Director's Report

Item Number: XIII. Executive Director's Report

Responsible Party: Justin Hembree, Executive Director

Attachment(s):

Background: The following item will be presented as part of the Executive Director's Report:

- A. Organizational Improvements
- B. Meeting Schedule
- C. New Employee Introductions
- D. Employee Retirements

Staff Recommendation: N/A.

Suggested Motion(s): N/A