

Land of Sky Regional Council
April 22, 2015
Regular Meeting



Please mute all electronic devices, including cell phones, laptops, tablets, and recorders. Also, Council members are requested to state their names when making or seconding motions. Thank you!

AGENDA

- I. Call to Order**
- 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 January & February Regular Meetings**
- X. Consideration and Approval of Consent Agenda Items**
 - A. February & March FY2015 Treasurer's Reports
 - B. FY 2015 Budget Amendment #4
- XI. Presentations/Recognition**
 - A. Kathleen Godwin Cole Award Ceremony - Kathe Harris, Chair, Senior Volunteer Services Advisory Council
 - B. Older Americans Month Proclamation - LeeAnne Tucker, Director AAA
 - C. Clean Cities: Building Partnerships to Cut Petroleum Use in Transportation - Bill Eaker, Senior Environmental Planner & Chris Dobbins, Fleet Advisor
- XII. Old Business**
 - A. Election of Executive Committee & Officers - Justin Hembree, Executive Director
- XIII. New Business**
 - A. Seniors' Health Insurance Information Program - LeeAnne Tucker, Director AAA
 - B. DENR Support Funding for WRP - Terry Albrecht, Director, WRP
 - C. USDA -Rural Energy for America Program: WRP Energy Audit Support - Terry Albrecht, Director WRP

Land of Sky Regional Council
April 22, 2015
Regular Meeting



AGENDA - CON'T

- XIV. Executive Director's Report**
 - A. Strategic Plan - S.W.O.T. Analysis Priorities
 - B. NEMT Call Center Update
- XV. Important Dates**
- XVI. Adjournment**



COUNCIL AGENDA ITEM

- Subject:** January & February Council Meeting Minutes
- Item Number:** IX. Approval of Minutes from the January & February Regular Meetings
- Responsible Party:** Zia Rifkin, Administrative Services
- Attachment(s):** Minutes from the meetings of January and February 2015
- Background:** Attached is the January & February 2015 Council meeting minutes.
- Staff Recommendation:** Recommend acceptance of the January and February meeting minutes.
- Suggested Motion(s):** Move to approve the January and February meeting minutes as submitted.

**Meeting of
Land of Sky Regional Council
February 25, 2015**

Minutes

- I. Call to Order - George Goosmann called the meeting to order at 1:00pm.
- II. Invocation - Charles Dickens gave the invocation.
- III. Pledge of Allegiance -
- IV. Roll Call – Bob Davy called the roll. The following members were present: Miranda DeBruhl (primary), Denise Braine, Glen Englam, George Goosmann (primary), Jonathan Kanipe, Ryan Stone, Anne Coletta, Bob Davy, Barbara Volk, Dona Mennella, Lawrence Ponder, Gene Knoefel, Charles Dickens, Kathe Harris, John Mitchell, and Mark Burrows. The following guests were present: Roger Kumpf (Congressman McHenry's Representative), and Jeff Staudinger (City of Asheville). It was announced that a quorum was not present. New business items were addressed through Executive Committee action (attached).
- V. Modification and Approval of Agenda -
- VI. Public Comment -
- VII. Recognition of Special Guests - Mr. Goosmann recognized Roger Kumpf with Congressman Patrick McHenry's Office.
- VIII. Chairman's Comments and Roundtable – Mr. Goosmann recognized Vicki Jennings, Coordinator for the Senior Companion Program, who introduced LOSRC's new RSVP Coordinator, Anne Whisenhunt, recently from Charleston, SC where she performed much the same duties. LeeAnne Tucker introduced Nancy Smith-Hunnicut, who has formerly worked as an Ombudsman for 14 years with LOSRC.

In the interest of getting the meeting done before the winter weather moved in Mr. Goosmann invited members to report on items of importance, or to pass. Justin Hembree reported that Gene Knoefel was appointed to serve as a representative to the Senior Tar Heel Legislature (STHL).

- IX. Approval of Minutes from the January Regular Meeting - No action taken.
- X. Consideration and Approval of Consent Agenda Items - No action taken.
 - A. January FY2015 Treasurer's Report
- XI. Presentations/Recognition -
 - A. Kathleen Godwin Cole Award: Nominations Open - Ms. Jennings shared with the Council the history of the Kathleen Godwin Cole Award and the person behind that honor. A nomination form is included in the Council packet and those are due to the appropriate Aging staff by the end of March. LOSRC volunteers aged 55 and up are eligible to be nominated. The award presentation will take place during the Council meeting in April.
 - B. Regional Housing Needs Assessment - Jeff Staudinger, Assistant Director, Community & Economic Development Department with the City of Asheville presented information regarding the 2014 Housing Needs Assessment. He shared that the assessment provides a very comprehensive report on the housing market needs of Asheville and the four-county LOSRC region. The City of Asheville as the

participating jurisdiction member of the Asheville Regional Housing Consortium contracted with Bowen National Research for a professional housing market study. The assessment establishes the top needs of the housing market and Mr. Staudinger shared that the results are on the City's website and copies will be distributed to the four-counties so they can provide the assessment results to their citizens. (Presentation included with minutes).

Mr. Staudinger shared how Council could find out more information and during subsequent discussion, it was shared that all sites within the survey area currently under construction were included in the survey. Voluntary partnerships are being pursued with private sector developers to grow the affordable housing stock. During discussion regarding the needs that municipalities with less resources have around finding resources to do housing studies Mr. Staudinger stated his willingness to speak at public meetings. More information will be shared with Council on ways to deal with the issue of having enough affordable housing.

C. Clean Cities: Building Partnerships to Cut Petroleum Use in Transportation - Technical difficulties were announced with regards to showing the videos and that in the interest of moving quickly, this presentation would be re-scheduled for the March Council meeting.

D. LOSRC Audited FY2013/14 Financial Statements - Elizabeth Keel provided an overview of the agency's audited financial statements for FY2013/14. Ms. Keel noted that, as in past years, there were no audit "findings" and the organization's compliance with federal and state was adequate.

Mr. Goosmann shared that a copy of the audit will be emailed out to Council members. Mr. Hembree shared that Council can review the audited report at their leisure and direct questions/comments/concerns to the appropriate staff. He shared that LOSRC's ability to provide compliance with grant requirements is what the agency does which can be a much more comprehensive process than what municipalities usually have to go through and he shared his appreciation for the hard work done by Vickie Thomas, LOSRC's Finance Director.

XII. Old Business -

XIII. New Business - No action taken. See attached minutes of Executive Committee.

A. NC Culture Change Coalition Enhancement Grant - Ruth Price, Lead Regional Ombudsman

B. Buncombe County Medicaid Transportation Services Contract & FY2015 Budget Amendment #3 - Erica Anderson, Director of Economic & Community Development & Vickie Thomas, Finance Director

XIV. Executive Director's Report -

A. S.W.O.T. Analysis - Mr. Hembree shared the results of the S.W.O.T. (Strengths, Weaknesses, Opportunities, and Threats) analysis conducted during the Leadership retreat. He shared that the next step will be to send out the survey to member governments, stakeholders, etc. to define weaknesses/strengths (which can be each at the same time). Results will be shared with Council as the strategic planning process proceeds.

B. NC Tomorrow Summit - Mr. Hembree directed Council's attention to the information regarding the NC Tomorrow 2015 Summit planned for April 27th and 28th. He stated his desire to get the information out to Council as this will primarily be a conference about economic and community development. The conference will offer a mix of government and private sector leaders that will offer best practices, case studies and skill-building workshops for attendees. Mr. Hembree shared with Council that the Summit will have plenary sessions divided up by urban issues and rural issues as the conference was developed for both urban and rural representatives. The NC Department of Commerce is partnering with the NC Association of Regional

Councils of Governments (NCRCOG) for the Summit and will provide information on CDBG grants and how to apply for those funds. Registration is currently open for the event.

C. Proposal to Eliminate EDA – Mr. Hembree shared that this issue comes up nearly every year in the US House of Representatives where legislation is introduced to eliminate the EDA. In our region, multiple projects have been accomplished with EDA funds (i.e. Craft Beer Project in LOSRC region). NADO has asked that our members of the House of Representatives be contacted to share concerns about the legislation, and to ask that they do not co-sponsor this legislation. Mr. Hembree shared that the challenge is to tell the stories of the positive impacts of these funds and he referred Council members to talking points provided by NADO. Mr. Hembree shared that there is local skin in the game with these funds and it's important for Representatives McHenry and Meadows to hear from regional leadership. If our voices are not heard, it will be a difficult case to make to not eliminate the EDA.

D. Executive Committee/Officer Nominations – Mr. Goosmann shared that the Executive Committee has discussed leaving the Officers as they stand for another year. Mr. Hembree shared that having Officers serve for two years would be a more optimal position for Council to be in- if the Officers were willing to serve- as there are many things coming up in the next year (the Strategic Plan; a planned, major re-write of the by-laws; transitions within the agency, etc.). Mr. Hembree shared that he will email out a report and he stated that the Executive Committee was willing to accept new members, and if there were folks that really wanted to serve, those names should be submitted for consideration. It was reiterated that Executive Committee meetings are open meetings and everyone is welcome to attend. No action needs to be taken on this now and more info will be provided prior to any decisions being made. Mr. Hembree concluded by sharing that the committee was not opposed to change.

XV. Important Dates – Mr. Goosmann announced that the March Council meeting will be held on the 18th.

XVI. Adjournment - Mr. Goosmann adjourned the meeting.



COUNCIL AGENDA ITEM

- Subject:** February & March FY2015 Treasurer's Reports
- Item Number:** X. Consent Agenda, Item A
- Responsible Party:** Vickie Thomas, Finance Director
- Attachment(s):** February & March FY2015 Treasurer's Reports
- Background:** Attached is the February and March FY2015 Treasurer's Reports. The reports outline year-to-date revenues and expenditures. Also included is cash balance informaton, fund balance reporting, and member dues information.
- Staff Recommendation:** Recommend acceptance of the February & March FY2015 Treasurer's Reports.
- Suggested Motion(s):** The Treasurer's Reports, 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, 2015**

	<u>Amount</u>	% of Budget
<u>YTD Report of Receipts & Expenditures</u>		
Total Annual Budget	\$ 13,116,036	
Year-to-Date Revenues	\$ 6,506,075	49.60%
Year-to-Date Expenditures	(6,016,562)	45.87%
Grant/Contract Cash Balance	\$ 489,513	
Year-to-Date Target Percent		66.67%

Cash Balance Report

Total Cash Balance at 2/01/15	\$ 912,831
Cash Received during month	1,167,634
Cash Expenditures for month	(814,696)
Total Cash Balance at 2/28/15	\$ 1,265,769

Fund Balance Report at 6/30/14

Unassigned	\$ 637,893
Nonspendable	450
Assigned for subsequent year's expenditures	304,599
Stabilization by State Statute	20,726
Total Fund Balance	\$ 963,668

Assessments (Dues) Report

YTD Billed to Member Governments, 3rd quarter	\$ 163,718
Collected to Date	(163,718)
Balance Due	\$ -

**Land of Sky Regional Council
Treasurer's Report
March, 2015**

	<u>Amount</u>	% of Budget
<u>YTD Report of Receipts & Expenditures</u>		
Total Annual Budget	\$ 13,116,036	
Year-to-Date Revenues	\$ 7,237,207	55.18%
Year-to-Date Expenditures	(7,016,428)	53.50%
Grant/Contract Cash Balance	<u>\$ 220,779</u>	
Year-to-Date Target Percent		75.00%

Cash Balance Report

Total Cash Balance at 3/01/15	\$ 1,265,769
Cash Received during month	733,544
Cash Expenditures for month	<u>(953,534)</u>
Total Cash Balance at 3/31/15	<u>\$ 1,045,779</u>

Fund Balance Report at 6/30/14

Unassigned	\$ 637,893
Nonspendable	450
Assigned for subsequent year's expenditures	304,599
Stabilization by State Statute	20,726
Total Fund Balance	<u>\$ 963,668</u>

Assessments (Dues) Report

YTD Billed to Member Governments, 3rd quarter	\$ 163,718
Collected to Date	(163,718)
Balance Due	<u>\$ -</u>



COUNCIL AGENDA ITEM

Subject: FY2015 Budget Amendment #4

Item Number: X. Consent Agenda; Item B.

Responsible Party: Vickie Thomas, Finance Director

Attachment(s): FY2015 Budget

Background: This budget amendment reflects new contracts and awards, deletions for grants and awards not received, and adjustments to contracts or grants that cross FY2014 and FY2015 based on what was actually expended in FY2014. The total FY2015 Budget, including this amendment, is \$13,102,263.

			<u>Amount per Source</u>	<u>Total per Grant</u>	<u>Notes</u>
<u>Special Revenue Fund</u>					
425	ARC – 1/1/15-12/31/15	Federal		2,156	Increase in grant
506	Aging - MIPPA	Federal		9,811	New grant
516	Aging - CRC	Federal		200	Increase in grant
534	Project CARE	Federal		70	Increase in grant
586	Foster Grandparent	In-Kind		(37,293)	Deleting in-kind funds
626	ARC - Growing Local	Federal	(5,000)		Decrease in grant
		In-Kind	<u>5,672</u>	672	Increase in In-Kind
761	CDGB – Brevard, Cottages	Local		611	Increase in Carryover
884	205(j) – Black Mountain Watershed	Federal		10,000	New Grant
	Total Special Revenue			<u>(13,773)</u>	
	Total Budget Amendment #4			<u><u>(13,773)</u></u>	

Staff Recommendation: Approval

Suggested Motion(s): The FY2015 Budget Amendment #4, if not pulled, will be accepted as part of the motion to approve the Consent Agenda.

Land-of-Sky Regional Council
Budget FY 15

		Original FY2015 Budget \$	FY 2015 Budget with Amendments thru 3/18/15	Federal	State	Local Dues	Local Govt Contracts, Other Required Match	Private Grants, Contracts, Sponsors	Other	In-kind	Appropriated Fund Balance	Budget Amendment #1 - 1/28/15	Budget Amendment #2 - 1/28/15	Budget Amendment #3 - 2/25/15	Budget Amendment #4 - 4/22/15
403GEN	LOSRC Leicester Crossing, Usage Allowance/Rec'd	185,000	185,000						185,000						
406GEN	NC DENR-Brownfields Reg Site Host	8,000	8,000		8,000										
410GEN	Local	17,400	17,400					18,000	17,400						
412GEN	Local Fundraising	67,371	89,116		49,071				300		(5,000)	26,745			
414GEN	Local Wellness	2,750	5,000					2,750			5,000				
415GEN	Local Wellness	1,950	1,442					1,950			(508)				
420GEN	Buncombe County Medicaid Transportation		600,000										600,000		
424	ARC 1/1/14-12/31/14 FY 15 #424	77,472	77,472		38,736					38,736					
425	ARC 1/1/15-12/31/15 FY 15 #425	77,472	79,628		38,736					38,736					
434	EDA 1/1/14-12/31/14 FY 15 #434	50,200	50,200		41,500					8,700					
435	EDA 1/1/15-12/31/15 FY 15 #435	40,200	40,200		31,500					8,700					
456	Town of Marshall TA		50,000												
458	Madison Co Parks & Rec Technical Assistance		9,000												
459	Black Mountain Stormwater Inventory		21,960										21,960		
474	ARC TA - Community Development, 10/1/13-9/30/14	5,375	5,375												
475	ARC TA - Community Development, 10/1/14-9/30/15	20,625	20,625		5,375										
210	Workforce Investment Act-Administration	276,570	304,926		276,570										
211	WIA-Special Activities	19,000	-		19,000								(19,000)		
220	WIA Adult Program	849,529	730,680		849,529										
221	WIA Adult-Accountability	34,300	35,000		34,300										
222	WIA Adult-Business Services	101,570	153,458		101,570										
230	WIA Dislocated Worker Program	850,866	876,991		850,866										
231	WIA Dislocated Worker-Accountability	43,751	43,688		43,751										
232	WIA Dislocated Worker-Business Services	55,569	55,528		55,569										
236	WIA OJT	60,000	31,160		60,000										
237	WIA IWP	11,060	45,794		11,060										
238	WIA OJT - 10/08/14-5/31/15		50,000												
239	WIA IWP - 12/17/14-3/31/16		10,250												
240	WIA Youth Program	991,887	1,054,040		991,887										
501	Buncombe Co Supplemental Funds for Aging Serv	508,595	508,595				508,595								
505	Fall Prevention	3,500	3,335					3,500							
506	Aging-MIPPA-9/30/14-9/29/15		9,811												
508	Buncombe Co Aging Plan	34,671	34,671				34,671								
509	Aging-MIPPA-9/30/13-9/29/14	3,600	10,503		3,600										
510	Aging - Planning	230,309	239,548		161,921										
511	SR1559 Aging Funds - P&A	48,262	48,262		48,262										
513	Aging - Health Promotions	32,812	32,812		32,812										
514	Aging-Health Assessment	5,000	5,000		27,866					3,281					
515	LG&T-Health Promotions	900	892					5,000							
516	Aging-CRC	60,000	63,200		60,000				900						
520	Aging - Services	2,969,565	2,937,709		1,742,085										
521	Aging-Sr Center GP & OR		51,910												
530	Family Caregiver Support	211,174	211,174		193,634										
531	FCSP event	800	356		17,540										
533	Project CARE, donations and carryover	15,000	10,171												
534	Project CARE Admin/Respite Services	100,000	97,770		100,000										
545	CDSMP, Community Self-Sustaining	200	2,205					200							
547	BunCo - Minority Health Collab Year 3	18,972	20,015		18,972										
550	Regional Ombudsman	307,865	307,865		186,056										
551	Elder Abuse	7,446	7,446		373										
552	CAC-Buncombe Co	500	1,000				500								
560	Sr Community Service Experience Program	196,738	196,738		177,064					19,674					
561	SCSEP, Opportunity	6,195	1,175					6,195							
574	Volunteer Svcs Fund-raising	5,000	4,732					5,000							
575	RSVP FYE 3/31/15 FY 15 #575	125,877	133,823		81,146					18,869					
576	RSVP FYE 3/31/16 FY 15 #576	38,133	38,133		26,693					6,290					
586	FGP FY 7/1 - 6/30	376,177	339,344		3,250					37,293					
594	Sr. Companion FYE 09/29/14 FY 15 #594	96,402	89,216		14,683					6,193					
595	Sr. Companion FYE 06/30/15 FY 15 #595	275,272	275,076		44,050					4,645					
605	NC SustainableEnergy Assoc (DOE) TA	8,000	-		8,000										
623	USDA-Agriventures	88,667	235,172				48,667			40,000					
624	CFWNC-Agriventures	25,000	52,215					25,000							

Land-of-Sky Regional Council
Budget FY 15

		Original FY2015 Budget	FY 2015 Budget with Amendments thru 3/18/15	Federal	State	Local Dues	Local Govt Contracts, Other Required Match	Private Grants, Contracts, Sponsors	Other	In-kind	Appropriated Fund Balance	Budget Amendment #1 - 10/22/14	Budget Amendment #2 - 1/28/15	Budget Amendment #3 - 2/25/15	Budget Amendment #4 - 4/22/15
626	ARC Growing Local	40,000	71,082	20,000						20,000		30,410			672
630	CDBG Grantwriting	-	750									750			
644	EPA BF Revolving Loan Funds	248,197	294,568	248,197								46,371			
645	EPA Regional Brownfields Initiative RLF Admini	14,325	44,604	14,325								30,279			
650	EDA Craft Beverage Industry		40,011									40,011			
662	A-B Tech, DOE, Business Surveys	1,000	-					1,000				(1,000)			
664	AdWest-NCDA&CS, Planting Seeds-WNC Biotech Proj	22,981	46,768		22,981							23,787			
676	BF RLF Technical Assistance - DeKalb Co G.A	31,500	31,500	31,500				5,100				(2,491)			
680	Brownfields Conference Fund-Raising	5,100	2,609					21,284							
696Agency	Carolina West	21,284	21,284												
710	City of Asheville, Fair Housing Implementation Pl	6,000	6,969		6,000							969			
720	CDBG-Henderson Co Catalyst, Dodd-Meadows	12,620	12,620	12,620								(5,000)			
722	ARC-Henderson Co, Old Fairgrounds	5,000	-	5,000								8,723			
734	CDBG-Madison Co Scattered Site Admin	549	9,272	549								4,494			
735	CDBG-Madison Co Scattered Site, Svc Del	-	4,494												
761	CDBG-Brevard, Cottages	-	611					2,000				3,161			611
800	Clean Air Campaign	2,000	5,161									23,225			
810	Congestion Mitigation & Air Quality	39,000	62,225	39,000								968			
812	USDOE/NREL) BlueRidgePkwy, AFV TA	1,000	1,968	1,000								9736			
820	State Energy Office - Clean Cities	70,000	79,736	70,000								3,683			
822	DOE Clean Cities Program Support	55,000	58,683	55,000											
824	NCSC-DOE AFT Alternative Fuel Implementation	15,000	15,000	15,000											
830	Mobile Education Center	12,197	21,558				12,197					9,361			
844	RUS - Solid Waste (ECD) 10/1/13 - 9/30/14	12,500	12,500	12,500								(7,500)			
845	RUS - Solid Waste (ECD) 10/1/14 - 9/30/15	45,000	37,500	45,000								1,805			
348	WRP-TRI, NCDENR Solid Waste Mngmnt	-	1,805									(2,746)			
349	WRP-SFO State Assessments	87,000	84,254	87,000											
350	DPPEA SWMTF WRP	20,000	20,000		20,000										
351	DPPEA/WRP	20,000	20,000		20,000										
353	WRP - A/B Water Quality	15,000	15,000				15,000								
354	WRP-NCDENR Performance Contracting	40,000	37,000		40,000							(3,000)			
355	WRP - Private Contributions	6,500	12,059					6,500				5,559			
358	WRP-Tobacco/FrustFund AgricPlasticsRecycling	-	10,000									10,000			
362	WRP-EPA Hospitality Phase III	31,500	30,722	31,500								(778)			
364	RUS - Solid Waste (WRP) 10/1/13 - 9/30/14	22,500	15,535	22,500								(6,965)			
365	RUS - Solid Waste (WRP) 10/1/14 - 9/30/15	41,250	54,000	41,250								12,750			
366	WRP-USDA Energy Audits & Renewable EnDev	42,535	50,254	42,535								7,719			
369	WRP-TJCOG NCDENR-DAQ Energy Assmnt	9,000	9,000		9,000										
880	Riverweek	2,000	5,434			2,000						3,434			
883	PRF-French Broad Stormwater Solutions	13,434	13,885					13,434				451			
900	205(j)-Black Mountain Watershed Plan	-	10,000												
900	RPO	115,625	115,625		92,500	23,125									
901	L-40 Rockslide Conference	923	-									(923)			
915	Bike Maps	256	-					923				(256)			
930	Bunc Co Mountain Mobility Administration	297,246	297,246	200,000			97,246								
933	Bunc Co Transportation RIDE	32,000	32,000									32,000			
935	Bunc Co Transportation EDTAP	-	102,483									102,483			
937	Bunc Co 5317 Call-A-Ride	-	10,000									10,000			
952	French Broad MPO	387,164	387,164	309,731			77,433								
953	French Broad MPO Special Studies	-	259,575											259,575	
998Agency	I-26 Corridor Association	4,020	4,020					4,020							
		11,464,755	13,102,263	7,672,306	2,213,120	218,290	794,309	180,353	203,600	182,777		676,770	374,511	600,000	(13,773)
	Future Grants and Contracts @6/30/14	5,013					5,013								
	Less SFI shortfall, covered by additional awards @ 10/22/14	(5,013)					(5,013)								
	FY 15 Total Original Budget	\$ 11,464,755													
	Budget Amendment #1	676,770		274,305	42,606	-	198,032	57,386	12,193	92,248	-				
	Budget Amendment #2	374,511		240,910	20,003	-	21,960	-	-	64,893	26,745				
	Budget Amendment #3	600,000		-	-	-	600,000	-	-	-	-				
	Budget Amendment #4	(13,773)		17,237	-	-	611	-	-	(31,621)	-				
	FY 15 Total Revised Budget	\$ 13,102,263		\$ 8,204,758	\$ 2,275,729	\$ 218,290	\$ 1,614,912	\$ 237,739	\$ 215,793	\$ 308,297	\$ 26,745				



COUNCIL AGENDA ITEM

Subject: Kathleen Godwin Cole Award Ceremony

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

Responsible Party: LeeAnne Tucker & Vicki Jennings

Attachment(s): None

Background: The Volunteer Services Department is honored to present the Kathleen Godwin Cole Award. This award is given annually to one Land of Sky Regional Council volunteer, aged 55 or better, who has made a major contribution to our region. All nominees will be recognized at the awards presentation.

We are appreciative of the efforts of all of our volunteers who help make a positive impact through their service to our communities.

Staff Recommendation: No action requested.

Suggested Motion(s): None.



COUNCIL AGENDA ITEM

- Subject:** Older Americans Month
- Item Number:** XI. Presentations/Recognition; Item B.
- Responsible Party:** LeeAnne Tucker, Director of Aging and Volunteer Programs
- Attachment(s):** Older Americans Month Proclamation
- Background:** Land of Sky recognizes Older American Month yearly during the month of May and encourages every resident within Buncombe, Henderson, Madison, and Transylvania counties to recognize older adults as people who serve and support them as powerful and vital individuals who greatly contribute to the community.
- Staff Recommendation:** Chairman signature of proclamation.
- Suggested Motion(s):** None.



COUNCIL AGENDA ITEM

Subject: Clean Cities: Building Partnerships to Cut Petroleum Use in Transportation

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

Responsible Party: Bill Eaker, Senior Planner and Chris Dobbins, Fleet Advisor

Attachment(s): Clean Cities: Building Partnerships to Cut Petroleum Use in Transportation

Background: On July 22, 2012 the US Department of Energy designated the Land of Sky Clean Vehicles Coalition as the 85th designated Clean Cities Coalition in the Nation. Clean Cities Coalitions are comprised of stakeholders including public and private fleet managers, alternative fuel providers, vehicle manufacturers and conversion companies, air quality officials and other interested parties. The goal of the US DOE Clean Cities Program is US Energy Independence through the use of alternative-fueled and advanced technology vehicles and other measures.

This presentation will highlight some of the work of the Clean Vehicles Coalition including grant supported projects with the City of Asheville and Blue Ridge Parkway. Two Motor Week TV Program Clean Cities Success Stories highlighting this work will be shown and can be found at http://www.motorweek.org/features/green_motoring/

For more information on the work of the Coalition go to www.cleanvehiclescoalition.org

Staff Recommendation: NA

Suggested Motion(s): NA



COUNCIL AGENDA ITEM

Subject: Election of Executive Committee & Officers

Item Number: XII. Old Business; Item A.

Responsible Party: Justin Hembree, Executive Director

Attachment(s): None

Background: As noted during the February 2015 meeting, the following slate of for the 2015/16 Executive Committee is proposed:

Executive Committee

Buncombe County – George Goosmann (Mayor, Biltmore Park)
Henderson County – Dona Mannella (Commissioner, Laurel Park)
Madison County – Wayne Brigman (Commissioner, Madison County)
Transylvania County – Mike Hawkins (Commissioner, Transylvania County)
At-Large – Gene Knoefel (Councilman, Weaverville)
At-Large – Brenda Mills (City of Asheville)
At-Large – Bob Davy (Councilman, Fletcher)

Officers

Chair – George Goosmann (Mayor, Biltmore Park)
First Vice-Chair – Mike Hawkins (Commissioner, Transylvania County)
Second Vice-Chair – Dona Mannella (Commissioner, Laurel Park)
Secretary – Gene Knoefel (Councilman, Weaverville)
Treasurer – Wayne Brigman (Commissioner, Madison County)

Staff Recommendation: Consider approval of proposed slate.

Suggested Motion(s): Motion to approve the suggested 2015/16 slate of Executive Committee members and officers.



COUNCIL AGENDA ITEM

- Subject:** Seniors' Health Insurance Information Program
- Item Number:** XIII. New Business; Item A.
- Responsible Party:** LeeAnne Tucker, Director of Aging and Volunteer Programs
- Attachment(s):** None.
- Background:** The North Carolina Department of Insurances' Seniors' Health Insurance Information Program (SHIIP) intends to award the Council a grant of \$17,866 to increase enrollment of North Carolina Medicare beneficiaries with limited incomes and resources into the Low Income Subsidy and Medicare Savings Programs. Area Agencies on Aging will be key partners in providing outreach to people who are aging and/or who have mental or physical disabilities and are eligible for Medicare.
- SHIIP serves as the lead agency in the state to educate, counsel, and enroll beneficiaries in the Medicare Part D program. SHIIP counsels Medicare recipients on the various prescription drug plans and provides assistance in choosing a plan that fits an individual's needs. Presently – through SHIIP county coordinators, community volunteers, expert staff, and a statewide consumer hotline – SHIIP assists hundreds of senior citizens, their families, and other Medicare beneficiaries on a daily basis. Through the years, SHIIP has demonstrated a strong capacity to identify and partner with a variety of organizations and groups with the goal of fostering awareness about all aspects of Medicare and Medicare-related health insurance to the citizens of North Carolina.
- Staff Recommendation:** Authorization for the Chairman or Executive Director to sign contracts for this funding.
- Suggested Motion(s):** I hereby move to authorize the Chairman or Executive Director to execute this contract between Land of Sky Regional Council and The North Carolina Department of Insurances Seniors' Health Insurance Information Program.



COUNCIL AGENDA ITEM

Subject: NCDENR Support Funding for WRP Partnership

Item Number: XIII. New Business; Item B.

Responsible Party: Terry Albrecht and Erica Anderson

Background: Since the early 2000's, Land of Sky Regional Council and NCDENR's Division of Environmental Assistance and Customer Service (DEACS) has had a partnership to operate the Waste Reduction Partners program. WRP utilizes staff and volunteer engineers and scientists to provide waste reduction, pollution prevention, and utility cost saving strategies to local governments, businesses, industries, non-profits, and other public institutions throughout North Carolina. DEACS provides a staff supervisor (state employee) to manage the Waste Reduction Partners' program at the LOSRC. The LOSRC administers the Waste Reduction Partners (WRP) program with DENR support funding and other leveraged contracts. The Waste Reduction Partners program has been highly successful - assisting more than 2,140 organizations that have saved more than \$70 million in utility operating expenses and improved environmental management strategies.

Over the next two years LOSRC proposes to continue this valuable partnership for LOSRC members and stakeholders with an application for continued operating support for the WRP program from NCDENR. LOSRC is requesting \$120,000 over two years to support the technical assistance services and administration of the program at Land of Sky. The term of the contract is proposed to be July 1, 2015 – June 30, 2017. No match is required. Terry Albrecht will continue to serve as the WRP Director.

Staff Recommendation: Authorization for the Executive Director to execute the contract if awarded

Suggested motion(s): I hereby move to authorize the Executive Director to execute this contract between Land of Sky Regional Council and NCDENR.



COUNCIL AGENDA ITEM

Subject: USDA –Rural Energy for America Program: WRP Energy Audit Support

Item Number: XIII. New Business; Item C.

Responsible Party: Terry Albrecht, PE and Erica Anderson

Background: Land of Sky Regional Council's Waste Reduction Partners program has been providing energy efficiency audits to USDA defined small businesses and farms across North Carolina. The assessments help business reduce operating costs and also serve as an application requirement for energy project implementation grants provided by the USDA. Since 2012, Waste Reduction Partners has performed 40 on-site energy assessments to these small businesses, which produced \$366,400 of annual client energy cost savings, and eight of these clients also received direct USDA project grant funding totaling \$122,655.

LOSRC is applying for support funding to continue this energy auditing assistance using its unique team of retired engineers. Waste Reduction Partners proposes to provide 35 energy audits to both rural small businesses and farms across all of North Carolina's qualifying rural counties with a USDA grant application of \$54,375. A 25 percent match will be provided through NCDENR support funding for the WRP partnership program. The proposed project timeline: October 1, 2015 through September 30, 2016. The WRP technical team is uniquely qualified to deliver this cost-effective service.

Staff Recommendation: Authorization for the Executive Director to execute the contract if awarded

Suggested motion(s): I hereby move to authorize the Executive Director to execute this contract between Land of Sky Regional Council and USDA.



COUNCIL AGENDA ITEM

Subject: Executive Director's Report

Item Number: XIV. Executive Director's Report

Responsible Party: Justin Hembree, Executive Director

Attachment(s): SWOT Analysis Graphic

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

- A. Strategic Plan - S.W.O.T. Analysis Priorities
- B. NEMT Call Center Update

Staff Recommendation: N/A.

Suggested Motion(s): N/A



SWOT ANALYSIS

Strengths

- ❖ Relationships with Customers
- ❖ Institutional Knowledge
- ❖ Strength of Leadership Team
- ❖ Diversity of Programs
- ❖ Geographic Location

Weakness

- ❖ Lack of Funding Diversity & Discretionary Funds
- ❖ Absence of Consistent Policies & Procedures
 - ❖ Gap in Specific Technical Skill Sets
- ❖ Lack of Clear & Consistent Public Message
- ❖ Poor Relationships with Some Customers

Threats

- ❖ Increasing Cost of Doing Business
 - ❖ Loss of Institutional Knowledge
- ❖ Funding Challenges & Absence of Matching Dollars
- ❖ Adverse Actions by Federal & State Government
 - ❖ Chasing of Grant Dollars by Other Agencies

Opportunities

- ❖ Expansion of Fee-for-Service Programs
- ❖ Administrative & Operational Cost Reductions
 - ❖ Updates to Fiscal Processes & Controls
- ❖ Creation of a Clear, Concise Public Message
- ❖ Development of a Regional Legislative Action Plan
 - ❖ Enhancement of Existing Services
 - ❖ Development of New, Innovative Programs

POSSIBLE STRATEGIC PRIORITIES FOR THE NEXT ONE TO TWO YEARS

Diversify Funding Streams & Increase Available Discretionary Funds

Expand Technical Skill Sets of Professional Staff

Expand Services Offered & Pursue New, Innovative Programs

Develop a Clear, Consistent Public Message

Improve Relationships & Communication with Federal & State Officials

Focus on Fee-for-Service Activities