



**Executive Committee
October 30, 2019
Land of Sky Regional Council
339 New Leicester Highway, Suite 140, Asheville, North Carolina 28806**

AGENDA

1. Call to Order (11:30am)

2. Consent Agenda

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

- A. September 25, 2019 Executive Committee Meeting Minutes
- B. FY 2019/2020 Budget Amendment #2
- C. I-26 Funds
- D. Council Awards

3. Business

- A. Closed Session
- B. NEMT Call Center
- C. Board of Elections Request

4. Other Items

- A. French Board Conference Room A/V Equipment Status

5. Adjournment



AGENDA ITEM SUMMARY

Item: Consent Agenda – 2A, 2B, 2C, 2D

Nature of Item: Action Item

Attachment(s): August Minutes, Council Awards Information

Staff: Justin Hembree, Executive Director

Background: Four items are presented for consideration and action as part of the Consent Agenda. Consent Agenda items are considered routine and noncontroversial in nature, and are considered and approved by a single motion and vote.

If any member of the Executive Committee requests an item be removed from the Consent Agenda for separate consideration and action, that item will be placed under the Business, Updates and Discussion section of the agenda. Staff will provide an overview of each item prior to consideration of approval of the Consent Agenda.

Suggested Motion: Move to approve consent agenda.

Item 2A – August 28, 2019 Executive Committee Meeting Minutes

Staff: Zia Rufkin, Administration

Attached are minutes of the September 25, 2019 Executive Committee meeting.

Staff recommends approval of the minutes as part of the Consent Agenda.

Item 2B – FY 2019/2020 Budget Amendment #2

Staff: Charlotte Sullivan, Finance

Staff is preparing the second budget amendment for the current fiscal year. We will provide a copy of the proposed amendment via email prior to the meeting and in card copy during the meeting.

Staff recommends approval of FY 2019/2020 Budget Amendment #2.

**Land of Sky Regional Council
Executive Committee
September 25, 2019**

Minutes

Land of Sky Regional Council's Executive Committee held a meeting on September 25, 2019 at the offices of Land of Sky Regional Council (LOSRC) located in Asheville, NC. Present for the meeting was Chair Larry Harris, Mike Hawkins, George Goosmann, Barbara Volk, Albert Gooch, Bob Tomasulo, and Patrick Fitzsimmons. Land of Sky staff present included Justin Hembree, Vicki Jennings, Charlotte Sullivan, Deon Lytle, and, Zia Rifkin (Recording). Wayne Brigman was present as a guest.

Call to Order – Chair Harris called the meeting to order at approximately 11:30am.

Approval of Consent Agenda – The consent agenda, composed of items A. August 28, 2019 Executive Committee minutes; and B. Senior Tar-Heel Legislature Appointments were presented for approval with no modification requested.

Bob Tomasulo moved to approve the consent agenda as presented. Albert Gooch seconded and the motion carried without further discussion.

New Business, Discussion & Updates

NCDOT 5310 Rural Transportation Operating Grant

Public Hearing for the Senior Companion Program's NCDOT 5310 Grant Application

George Goosmann moved to open the public hearing for the SCP's NCDOT 5310 Grant Application. Albert Gooch seconded and the motion carried without further discussion.

Justin Hembree shared that the Senior Companion Program (SCP) intends to submit a grant application to NCDOT to assist with transportation needs in Madison and Transylvania Counties. The Council has received funding from this grant program for the past four years. The funding provides additional stipend and mileage reimbursement to build volunteer capacity for transportation of seniors aging in place in rural counties. The total grant request will be \$20,554, which includes a 50% local match provided by the Corporation for National and Community Service grant. If awarded, the grant would be active for one-year. He noted that many of the funds utilized by the Area agency on Aging (AAA) are research-based funds.

No public comments were received during the public hearing for the Senior Companion Program's NCDOT 5310 grant application.

Nancy Allen moved to close the public hearing. Mike Hawkins seconded and the motion carried without further discussion.

Albert Gooch moved to approve the resolution authorizing submission of the 5310 grant application. George Goosmann seconded and the motion carried without further discussion.

Salary Adjustment Request

Justin Hembree shared that Kim Ward's last day with Council was September 20, 2019. She was the NEMT Call Center Supervisor. After analyzing call center staffing, the NEMT Call Center Manager has asked Glenda Brown, NEMT Call

Center Specialist, to take on some of the duties that Kim Ward was performing. Considering the situation with the call center, staff feels a promotion in title is not needed at this time. However, staff does recommend a salary increase for Glenda Brown. Specifically, staff recommends increasing Glenda Brown's salary from \$39,955 to \$41,613. Kim Ward's salary was budgeted at \$44,058; therefore, the budget can fully support this adjustment. Justin Hembree noted that filling the supervisor role is a necessity due to the need for a separation of duties within the NCTracks System.

Discussion occurred regarding the separation of duties required by the NCTracks System and Deon Lytle noted that he is unable to approve his items in the system. Justin Hembree shared that the salary adjustment would take effect with the next pay period.

Albert Gooch moved to approve the salary adjustment for Glenda Brown (increase from \$39,955 to \$41,613). Bob Tomasulo seconded and the motion carried as all were in favor.

October Meeting Date

Justin Hembree shared that the October 2019 Executive Committee/Board of Delegates meeting is scheduled for Wednesday, October 23. This is the same week as the NADO Annual Training Conference. He requested Executive Committee members weigh-in about keeping the meeting as scheduled or changing it to October 30 (the fifth Wednesday).

Discussion occurred regarding moving the October meeting from the fourth to the fifth Wednesday of the month. The Executive Committee reached consensus that it would be fine to move the October meeting to the 30th, providing the Board of Delegates were willing to do the same.

No specific action requested at this time.

Other Items

Reorganization/Organization Structure

Justin Hembree shared that with regards to the Strategic Plan, a possible reorganization of LOSRC could be helpful. He noted that Leadership staff try to strike a balance on the need to be in the office with the need to be out in the community. A reorganization would allow leadership staff to cover for each other to make sure the needs of the organization may be met. Justin Hembree shared that the goal is to determine the talents that leadership staff have and how to better leverage those talents. He noted that the idea is to come back at the October meeting with a more formal presentation to the Executive Committee.

Discussion occurred regarding the possible reorganization and Justin Hembree was asked to bring a white paper to the committee so that they could consider the request for reorganization. Justin Hembree noted that Danna Stansbury is interested in becoming more involved with Workforce Development (WFD). He also shared that Economic and Community Development (ECD) and WFD have a lot of work that overlaps. Chair Harris concurred that this could be the right time to review reorganization for a few reasons. He shared that the things that are going on in our region (i.e. Dogwood Health Trust) provide LOSRC the opportunity to better deploy funding. He also noted the importance of leveraging the talent at LOSRC.

NEMT Call Center

Deon Lytle shared that there is now the possibility that the NEMT Call Center would remain a part of LOSRC as up to 50% of Medicaid transportation clients might remain the responsibility of the counties to transport. Many of these folks are involved with behavioral health and would continue to receive case management under the county departments of social services. Over time, these clients could transfer over to the managed care system. Justin Hembree noted that this development pushes the shutdown date for the call center further out. However, there are still many uncertainties with

the transformation to managed care. It was confirmed that LOSRC is still negotiating with Buncombe County for the NEMT contract.

Discussion occurred regarding the NEMT contract with Buncombe County. Justin Hembree shared that he could bring Billy Clarke on to review the new contract, which needs to provide funding for shutdown expense, if necessary. He also shared that a way has been found to have the contract include those shutdown costs, which would include selling the software system created for the call center to the county. The software system was developed with funds from the NEMT contract.

Justin Hembree noted that probably, in the end, the NEMT Call Center would shut down. Deon Lytle shared that capacity may be an issue in the call center if staff continue to find employment outside of the organization. If the NEMT contract were extended through the remainder of this fiscal year, no new employees would be hired for the call center unless those individuals are fully aware that the call center, at some point, would be closing. Justin Hembree also noted that while a staffing agency could be used to staff the call center, LOSRC does not generate indirect cost on those types of workers.

Chair Harris reiterated that under the Medicaid expansion, private insurance companies would operate the transportation piece of Medicaid; however, dual clients (enrolled in both Medicaid and Medicare) and those who are receiving behavioral health services would remain the responsibility of their county-of-residence to transport. Deon Lytle shared that the county thought they could shift current employees to run their own call center; however, they are still running the numbers since it appears that there could be many clients who would remain the county's responsibility to transport. Deon Lytle shared that one of the private insurance companies is in Greensboro, NC; but the other two are in Atlanta and Florida, respectively. Justin Hembree shared that every time LOSRC has accepted programs from Buncombe County, the County's current employees were offered positions at LOSRC in those program(s).

French Broad Conference Room A/V Equipment

Justin Hembree shared that staff are working to follow the proper procurement procedures to acquire the AV equipment. At the latest, the equipment should be in place by the December Board of Delegates meeting. The goal is to make the meeting experience better for those who attend in person as well as those that need to conference call into the meeting. Chair Harris communicated that it is important to stay on top of how Delegates attend meetings and having the ability to provide virtual meetings could be a very positive occurrence. Justin Hembree noted that virtual meetings are the evolution of how business is being conducted.

Chair Harris inquired about Chatham Mills, concerning LOSRC's brownfields monies. Justin Hembree noted that the auditors were in the office last week. Billy Clarke has directed that LOSRC needs to receive Chatham Mills balance sheet to determine if the business has made a profit and is able to pay what is owed. It was confirmed that the EPA has forgiven the original brownfields loan and when those funds come to LOSRC, another brownfields program could be funded locally.

Chair Harris announced that Mayor Goosmann was recently awarded the Order of the Longleaf Pine.

No specific action requested at this time.

Adjournment

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

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Announcement: October 30, 2019

Nominations are now being accepted for three awards to be presented at Land of Sky Regional Council's Board Meeting on December 4, 2019.

THE CHARLES H. CAMPBELL REGIONAL LEADERSHIP AWARD

This award may be given **only** by the Council's Executive Committee. The award was established in 1983 in the name of the four-time Council Chairman and long-time Brevard Mayor, who received a national award for regional leadership in 1977. It may be given annually to one Council member who has made a major long-term contribution to the Council and its governance.

THE ROBERT G. PARRISH INTERGOVERNMENTAL RELATIONS AWARD

This award, also presented at the discretion of the Council's Executive Committee, is to an elected or appointed official who has made significant contributions to improve intergovernmental cooperation within the region. This award honors the memory of the late Council Chairman and long-time Fletcher Mayor Robert Parrish, who received the 2000 NC Intergovernmental Relations Award.

THE ROBERT E. SHEPHERD EXCELLENCE IN LOCAL GOVERNMENT AWARD

This award is presented at the Council's discretion to a local government professional who has shown great leadership in improving governance and service delivery, especially in the areas of regional cooperation and collaboration. This awards honors Land of Sky Regional Council's first Executive Director of 30 years.

Q: When is the deadline?

A: Nominations must be received by Wednesday, November 20, 2019.

Q: Where do I send my nomination?

A: Please email nomination forms to christina@landofsky.org or fax to 828.251.6353.

You may also mail nomination packets to:

Regional Award Nominations

Land of Sky Regional Council

339 New Leicester Hwy, Suite 140, Asheville, NC 28806

NOMINATION FORM
LAND OF SKY REGIONAL COUNCIL AWARDS

Deadline for submission is **Wednesday, November 20, 2019**. Awards will be presented at Land of Sky Regional Council's Board Meeting on December 4, 2019.

Please check the award for which you are submitting a nomination:

Robert Parrish Award

Charles Campbell Award

Robert Shepherd Award

Note: Before completing, please refer to the attached document for award criteria.

Name of Nominee (individual or organization):

Address:

Phone Number(s):

Describe major area(s) of accomplishment for person or organization:

List of leadership/responsibilities for the nominee as they relate to their accomplishments:

Describe traits of leadership exhibited by the nominee which were instrumental in his/her regional accomplishments:

Describe obstacles (if any) which nominee faced in this accomplishment and how these were overcome:

Describe importance or impact of the above to the Region (Buncombe, Henderson, Madison and Transylvania Counties) or the multiple jurisdictions involved (for Parrish award):

Additional Comments:

Note: You may enclose no more than two newspaper articles, supportive letters or other documentation to support the nominee's credentials for this award.

Name of person making nomination:

Signature:

Address:

Phone Number:

THE CHARLES H. CAMPBELL REGIONAL AWARDS

1984	Roy M. Trantham, Asheville
1985	William M. Ives, Transylvania County
1986	James T. Ledford, Madison County
1987	John J. Carter, Laurel Park
1988	Norma T. Price, Asheville
1990	Cornellus Hunt, Brevard
1992	Fran Waser, Transylvania County
1993	Gene Rainey, Buncombe County
1995	Vollie G. Good, Henderson County
2000	Robert F. Parrish, Sr.
2001	Fred H. Niehoff, Jr.
2003	Jerry Plemmons
2004	David Gantt
10/2004	Eliza Graue
2005	Raymond D. Miller, Transylvania County
2007	Charles "Pal" Grimes – Biltmore Forest Rodney
2008	Locks, Councilman for City of Brevard Eddie
2009	Fox
2010	Chuck McGrady
2012	Joe McKinney
2015	Phil Monk
2016	George Goosmann
2017	Dr. Charles Dickens
2018	Jack Cecil

ROBERT G. PARRISH INTERGOVERNMENTAL RELATIONS AWARD

2001	Fred H. Niehoff, Jr.
2002	C. Thomas Sobol, Jr.
2003	James Westbrook
2004	Arthur "Artie" Wilson
2005	NC Representative Raymond Rapp, Madison County
2006	NC Representative Wilma Sherrill, Buncombe County
2007	Chris Carter
2008	David Young
2009	Trudi Walend
2010	Mark Burrows
2012	Letta Jean Taylor
2015	Bob Davy
2018	Mike Hawkins

ROBERT E. SHEPHERD EXCELLENCE IN LOCAL GOVERNMENT AWARD

2016	Robert E. Shepherd
2017	Susan Frady
2018	John Connet



AGENDA ITEM SUMMARY

Item: Closed Session 3A
NEMT Call Center 3B
Board of Elections Request 3C
French Broad Conference Room A/V System 3D

Nature of Item: Information, No Action Requested

Attachment(s): None

Staff: Justin Hembree, Administration

Background: 3A – Staff requests the Executive Committee enter closed session to discuss personnel matters.

3B – Staff will provide an update concerning the NEMT Call Center.

3C – Staff will provide an update concerning Buncombe County’s request to use Land of Sky as a voting location.

3D – Staff will provide an update concerning the new A/V system for the French Broad Conference Room.

Suggested Motion: N/A