

Land of Sky Regional Council
January 27, 2016
Regular Meeting



Please mute all electronic devices, including cell phones, laptops, tablets, and recorders. Also, Council Delegates are requested to state their names when moving on orders of business. 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 December Regular Meeting
- X. Consideration and Approval of Consent Agenda Items
 - A. December FY2015 Treasurer's Report
 - B. Transportation Demand Model (TDM) Program Grant Application
- XI. Presentations/Recognition
 - A. North Carolina Legislative Update - Representative Chuck McGrady
- XII. Old Business
- XIII. New Business
- XIV. Executive Director's Report
 - A. Nominating Committee
- XV. Important Dates
- XVI. Adjournment



COUNCIL AGENDA ITEM

Subject: December Council 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 2015

Background: Attached is the December 2015 Council 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
December 9, 2015

Minutes

- I. Call to Order - Chairman Goosmann called the meeting to order at approximately 1:00pm.
- II. Invocation - The invocation was given by Jonathan Kanipe.
- III. Pledge of Allegiance - Chairman Goosmann led Council in the Pledge of Allegiance.
- IV. Roll Call - The Roll was called by Mike Hawkins. The following members were present: Miranda DeBruhl, Grady Hawkins, Larry Rogers, Mike Hawkins, Gwen Wisler, George Goosmann, Jonathan Kanipe, Larry Harris, Albert Gooch, Bob Davy, Barbara Volk, Alison Melnikova, Patrick Fitzsimmons, Brenda Mills, John Mitchell, George Morosani, Ryan Cody, Mark Burrows, Charles Dickens, Kathe Harris. The following guests were present: April Riddle (Governor's Western Region Director), Steve Keen (Governor's Eastern Region Director), Roger Krumpf (Congressman Patrick McHenry's Western Region Staffer), Gerry Oberton, Betty Barrier, Robert Palmore, Joseph Williams, Charles Lee, Dorothy Lee, Stephen Pohl, Larry Williams, Barbara Johnson, Steve Salter, John Roeth, Richard Bullock, Mary Albert, and Freddie Harrill. It was announced that a quorum was present.
- V. Modification and Approval of Agenda - No modification to the agenda was made.
- VI. Public Comment - Chairman Goosmann called for any public comment. Hearing none he proceeded with the meeting.
- VII. Recognition of Special Guests - Chairman Goosmann recognized the following special guests: April Riddle, Steve Keen, and Roger Krumpf.
- VIII. Chairman's Comments and Roundtable - Jonathan Kanipe- Shared that the Town of Biltmore Forest held its tree lighting last Friday. Bob Davy- Shared that the Town of Fletcher held its tree lighting last Thursday and participated in Hendersonville's parade last Saturday. He strongly suggested going to the Governor's Western Region Residence to see the holiday lights. This Saturday will be the Town of Fletcher's annual holiday parade. Mike Hawkins- Shared that Transylvania County held its tree lighting. He also mentioned that there are a couple of film projects going on in WNC which provides some nice economic development for the region. Kathe Harris- Shared that the Aging/Volunteer Department would be hosting the Senior Companion and Foster Grandparent Programs' holiday functions coming up next week. Donations of small gift items would help the programs out tremendously. Albert Gooch- Shared that the Village of Flat Rock just went to the big city and enjoyed Hendersonville's parade. He shared also that the Village has two new elected officials and the playground at the park is underway and should be completed by June 2016. Alison Melnikova- Shared that the Town of Laurel Park is wrapping up their park project and the lake is being built. Larry Harris- Shared that the Town of Black Mountain has all of the holiday festivities going on as well as an event the Chamber puts on which features shopping on Friday night. Grady Hawkins- Shared that Henderson County lit two trees and attended holiday parades. Patrick Fitzsimmons- Shared that the Town of Weaverville held a parade and distributed lots of candy to kids. He shared also that Industrial space will be opening up soon and to contact him if anyone knew of interested parties for the property. Miranda DeBruhl- Shared that Buncombe County has its Festival of Lights going on which is always a great holiday event and she shared on a personal note that there are many charities and it is the season to give back. April Riddle- Shared that they just had the largest attendance at the open house for the Governor's Western Residence this past weekend. She also shared that Phil Monk, outgoing Director for Workforce Development was awarded the State's Order of the Longleaf Pine, which is the one of the highest orders the Governor can bestow, at the Workforce Development luncheon held yesterday at the NC Arboretum. Ms. Riddle also

introduced Steve Keen who is the Eastern Region Director for the Governor's Office. Steve Keen- shared that he was formerly a COG President with Eastern Carolina COG. He shared also that it takes a family of jurisdictions to work together as a region in reference to the Governor's initiative- ConnectNC, as there are a few projects that pertain to the LOSRC region. Ms. Riddle shared that the old Broughton Hospital would be renovated as a youth facility under the initiative and Mr. Keen shared that he and Ms. Riddle will be educating about the ConnectNC initiative now through March- the initiative provides funding for infrastructure improvements throughout the State. Charles Dickens- Shared that the Advisory Council on Aging met in Hendersonville and Mayor Barbra Volk was able to attend. A very active presentation was provided at that meeting. The January 14th meeting of the Advisory Council on Aging will be held at the Marjorie McCune Center in Black Mountain. He invited all to attend if possible. Barbara Volk- Shared that the City of Hendersonville had a Christmas parade and a lot of other holiday activities. She encouraged Council and guests to attend Advisory Council on Aging meetings if they could. Ryan Cody- Shared an economic development announcement for Hot Springs in Madison County- Madison Manufacturing has been bought out by a private investor who plans to add 26 jobs over the next couple of years. Gwen Wisler- Shared that the City of Asheville's Council meeting last night was the first one for three newly elected members- everyone is excited to have the new team onboard. She shared that Marc Hunt lost his son in an accident in Ecuador and to keep the family in prayers.

- IX. Approval of Minutes from the October Regular Meeting - The October meeting minutes were provided for review prior to the meeting and contained in the Agenda packet. Mark Burrows moved to approve the minutes of the October regular meeting as submitted. Brenda Mills seconded the motion which was approved without further discussion.
- X. Consideration and Approval of Consent Agenda Items - Grady Hawkins moved to approve Consent Agenda items: A. October FY 2015 Treasurer's Report; B. 2016 Council Meeting Schedule and Holiday Closings; and, C. Holiday Bonuses; and to pull item D. FY2015 Budget Amendment #1 for further consideration. Kathe Harris seconded the motion which carried upon a vote. Justin Hembree explained Budget Amendment #1 and he shared that the largest amount of funds received were for the Economic and Community Development (ECD) Department's Brownfields Revolving Loan Funds which will be administered through the end of the year. Mr. Hembree also shared about the LOS Transportation Resource Center which provides a call-center for non-emergency Medicaid transportation services. He communicated that these are pass-through funds and this budget adjustment reflects the actual revenues/expenses under the contract with Buncombe County. LOSRC through the Transportation Resource Center bills and collects the funds for the transportation program and then pays the fee back to the county. He explained that we are now at the end of our first year of call center operations. He continued that when the initial budget was being developed for the program, the best guess amount was budgeted; however, the revenues are greatly outpacing what was estimated in the original contract. Mr. Hembree also mentioned that discussion has occurred with some of the other counties who may want to enter into the same type of agreement as Buncombe County as the Medicaid reimbursement rate is much higher for a county that uses an outside contractor rather than operating the program directly. Mr. Hembree shared that there was a fairly small rescission of Workforce funding for Out-of-School Youth; but that Workforce also has received a \$30,000 Career Pathways grant which will be administered by LOSRC. Grady Hawkins moved to approve Consent Agenda item D. FY2015 Budget Amendment #1. George Morosani seconded and the motion carried without further discussion.
- XI. Presentations/Recognition -
- A. Senior Corps National Veteran Corps Pinning Ceremony - Ann Whisenhunt, SCP Coordinator thanked everyone for being in attendance for this special presentation today. Veterans have long been a backbone for volunteer services and Ms. Whisenhunt briefly described each veteran's service to the county. She shared that the Aging and Volunteer Services Department was proud to honor these volunteers with a special pin designed especially for this occasion. Mr. Hembree read the pinning statement. Ms. Harris shared that these veterans are real heroes.

B. The Ombudsman Program's Just Press Play: Awakening the Mind through Music - Ruth Price, Lead Regional Ombudsman, shared with Council about the Just Press Play Program and she showed a short video about the power of music to reach people suffering from Dementia. Ms. Price shared that the Just Press Play Program, through the efforts of the LOSRC Ombudsmen brought the *Alive Inside* movie to the area as a kick-off to the program. The program accepts donations of cash and iPods, iPads, iPhones, original CDs, and headphones. Participants in the program have benefited by being more engaged in their care. To date, grants to facilitate the program have been provided to assisted living facilities in Buncombe, Henderson and Madison Counties and the program is hoping to expand into Transylvania County.

XII. Old Business -

A. Updated and Revised Council Bylaws – Justin Hembree directed Council's attention to the Bylaws contained in the Agenda packet. He shared that this is also the same draft that was sent out the last week in October. He highlighted a couple of areas: wording was put back in that counties would continue to appoint their respective economic development representatives. Other changes include: 1) vacant seats could be declared in-active in order to reduce the quorum requirement; more significantly, the wording was changed to allow member jurisdictions to appoint more than one Alternate Delegate. Managers in the region were provided with a form to fill out for Council appointments. This is an effort to help member jurisdictions have a delegate able to attend Council meetings on a regular basis.

Grady Hawkins was curious about items H and I, under Article V. Board of Delegates; as it seems if there's a problem getting quorum, this is not a good way to remedy the problem. Perhaps looking at the agenda to determine if there is something that is not or should be on that and also to review how often meetings are held.

Mr. Hembree shared about the development of the revised Bylaws, specifically the development of Article V Board of Delegates which contains items H and I.

Grady Hawkins moved to approve the Bylaws with the exception of items H and I under Article V. Board of Delegates (page 11 of the Bylaws which is page 31 of the Agenda packet). John Mitchell seconded the motion on the floor. A hand vote on the motion proposed by Mr. Hawkins was called: Yay –three (Hawkins, Mitchell, and Burrows); Nay- eleven.

Larry Harris moved to approve the Bylaws as presented. Brenda Mills seconded the motion. A hand vote was called: Nay- two (Hawkins and Mitchell); Yay- twelve. The motion carried upon a vote.

Miranda DeBruhl requested that staff explore some of the possible suggestions made by Mr. Hawkins.

Chairman Goosmann shared that he has been on Council for 15 years and in that time there have been attendance issues. As was requested by Ms. DeBruhl, LOSRC Administration will certainly study the issue and look at suggestions to resolve it, as Mr. Hawkins suggested.

XIII. New Business -

XIV. Executive Director's Report -

A. Regional Advocacy Efforts - Mr. Hembree shared about the regional advocacy efforts that are underway (particularly regarding legislative issues); these are very broad issues that affect the region as a whole. He shared that Steve Metcalf of The Policy Group would be serving as an advisor/consultant for this effort and Mr. Metcalf will be contacting Member Jurisdictions in order to learn about their needs and about how Council can advocate for what is best for the jurisdictions the region. By using an advocate, it may be more likely to determine what the issues are that LOSRC can address. Mr. Hembree also provided some biographical information about Mr. Metcalf and about the advocacy services provided by The Policy Group which has mainly provided services to public agencies. Mr. Hembree clarified that these are paid services (from the General Fund which is local funding) through a temporary engagement which can be severed by either party if that is determined to be the best course.

B. Holiday Closings - Mr. Hembree shared that LOSRC will be closed on December 23rd and 26th in observance of the Christmas holiday.

C. January Meeting Location Reminder - The January Council meeting will be held at the Historic Courthouse in Hendersonville. The meeting will feature a legislative update presented by Representative Chuck McGrady.

D. State Health Plan Update - Mr. Hembree shared that LOSRC staff have until January 1st to register for the State Health Plan. The State Health Plan allows for more employee choice for coverage and is saving the agency funds over the cost of the previous health insurance.

E. Mountain Area Workforce Development Director - Mr. Hembree shared that Phil Monk, Director of Workforce Development will retire around the Christmas holiday.

Mr. Monk thanked Council for honoring him at the Annual Celebration and Mr. Hembree thanked Ms. Riddle for her assistance in having Mr. Monk awarded the Order of the Longleaf Pine. Mr. Hembree also announced that Nathan Ramsey has accepted the Directorship for Workforce and will be onboard by the start of January. He shared also that the agency was very pleased to have Mr. Ramsey as a member of the LOSRC Leadership Team.

Mr. Hembree requested that Council members volunteer for the Nominating Committee- LOSRC staff requests that current Executive Committee members not volunteer for the committee. Delegates were requested to contact Mr. Hembree if they wished to volunteer for the committee. A slate of candidates will be developed during January and presented at the Annual Meeting in March.

XIV. Important Dates - Chairman Goosmann announced that the January 27th meeting would be held at the Historic Courthouse in Hendersonville.

XV. Adjournment - Chairman Goosmann adjourned the meeting with no further business before the body.



COUNCIL AGENDA ITEM

- Subject:** December FY2015 Treasurer's Report
- Item Number:** X. Consent Agenda, Item A
- Responsible Party:** Vickie Thomas, Finance Director
- Attachment(s):** December FY2015 Treasurer's Report
- Background:** Attached is the December FY2015 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 December's FY2015 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
December, 2015**

| | <u>Amount</u> | <u>% of Budget</u> |
|---|----------------------|--------------------|
| <u>YTD Report of Receipts & Expenditures</u> | | |
| Total Annual Budget | <u>\$ 13,887,452</u> | |
| Year-to-Date Revenues | \$ 4,925,640 | 35.47% |
| Year-to-Date Expenditures | <u>(4,714,086)</u> | 33.94% |
| Grant/Contract Cash Balance | <u>\$ 211,554</u> | |
| Year-to-Date Target Percent | | 50.00% |

Cash Balance Report

| | |
|--|---------------------|
| Total Cash Balance at beginning of month | \$ 1,257,822 |
| Cash Received during month | 1,066,668 |
| Cash Expenditures for month | <u>(886,518)</u> |
| Total Cash Balance at end of month | <u>\$ 1,437,972</u> |

Fund Balance Report at 6/30/14 (Audited)

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

Assessments (Dues) Report

| | |
|---|------------------|
| YTD Billed to Member Governments, 2nd quarter | \$ 109,146 |
| Collected to Date | <u>(109,146)</u> |
| Balance Due | <u>\$ -</u> |



COUNCIL AGENDA ITEM

- Subject:** Transportation Demand Management Program Grant
- Item Number:** X. Consent Agenda; Item B.
- Responsible Party:** Erica Anderson Director of Economic and Community Development
- Attachment(s):** Transportation Demand Management Program Resolution
- Background:** In January 2015, Council approved the initial TDM Program funding which utilized \$37,500 in NCDOT funding with a local match of \$37,500 provided with STP-DA set aside funds through the French Broad River MPO. The final contract between LOSRC and NCDOT was signed in November 2015 and the program is in the process of being initiated and the hiring process is currently underway for the Transportation Demand Management Coordinator position. The Regional TDM Program is expected to benefit the entirety of the FBRMPO region and is not targeting any one jurisdiction specifically.
- At this time, Council is being requested to authorize LOSRC to make the annual TDM grant application to NCDOT. NCDOT has increased available State TDM funding for the FBRMPO region (Buncombe, Haywood, Henderson, Madison and Transylvania Counties) to \$45,000. The local match will be provided with STP-DA funding at a level of \$50,000 per year for three years (making local funding for the program available through FY2019).
- Staff Recommendation:** Approval
- Suggested Motion(s):** Move to approve the NC Dept. of Transportation Resolution

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TRANSPORTATION DEMAND MANAGEMENT PROGRAM RESOLUTION

FY 2017 RESOLUTION

Applicant seeking permission to apply for Transportation Demand Management Program (TDM) funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances, and the required local match

A motion was made by _____ and seconded by _____
 _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation receives funds from the North Carolina General Assembly to provide assistance for TDM programs; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of TDM program services and activities;

WHEREAS, Land of Sky Regional Council hereby assures and certifies that it will comply with the state Statutes, regulations, executive orders, and all administrative requirements related to the applications made to and grants received from the North Carolina Department of Transportation;

NOW, THEREFORE, be it resolved that the Executive Director, or designee of Land of Sky Regional Council is hereby authorized to submit a grant application for state funding, provide the required local match, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide TDM management services and activities.

I, George Goosmann, Board Chair, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Land of Sky Regional Council duly held on the 27th day of January, 2016.

Signature of Certifying Official

***Note that the authorized official, certifying official, and notary public should be three separate individuals.**

Seal Subscribed and sworn to me (date) _____

*Notary Public **

Seal

 Printed name and address

My commission expires (date) _____



COUNCIL AGENDA ITEM

Subject: North Carolina Legislative Update

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

Responsible Party: Justin Hembree, Executive Director

Attachment(s): Bio for Representative McGrady

Background: Representative Chuck McGrady will provide Council with a legislative update from the North Carolina General Assembly.

Staff Recommendation: No action required.

Suggested Motion(s): No action required.



Representative Chuck McGrady

The featured speaker for the January 27th Board of Delegates meeting is Representative Chuck McGrady. A former Flat Rock Councilman, past Henderson County Commissioner and previous Land of Sky Regional Council Executive Committee Member, Representative McGrady is serving his third term in the North Carolina General Assembly.

Representative McGrady has quickly moved up leadership ranks in the North Carolina House of Representatives and is one of the chamber's most respected leaders on budget issues. Last year he was appointed by House Speaker Tim Moore as Chair of the full Appropriations Committee and Vice-Chair of both the Judiciary and Environment Committees. Representative McGrady also served on the Agriculture Committee, the Committee on Alcoholic Beverage Control, the Commerce and Job Development Committee, the Education Committee on Universities, the Ethics Committee and the Transportation Committee.

Representative McGrady is a graduate of Mercer University School of Law. After teaching law at Wayne State University Law School and clerking for the United States Court of Appeals for the Sixth Circuit, he spent several years in private practice before being recruited as legal counsel for Contel Corporation, the First Atlanta Corporation and Alston & Bird.

Representative McGrady began working in North Carolina as Executive Director for the Environmental & Conservation Organization of Henderson County. Along with his service to the Village of Flat Rock, Henderson County and Land of Sky, he has served as a member of the Henderson County Board of Social Services, the Henderson County Planning Board, the Georgia Board of Transportation, the Asheville Airport Authority and the Green River Community Association.

In 2015 Representative McGrady was honored by the North Carolina Association of County Commissioners with their Friend of the Counties Award and was also named the North Carolina Sustainable Energy Association's Legislator of the Year. In 2010, Representative McGrady was selected by the Land of Sky Executive Committee to receive the Charles H. Campbell Regional Leadership Award.

Representative McGrady is very-well respected in Raleigh and has an excellent reputation for his wide-ranging command of diverse legislative and policy issues. A former House colleague called him, "One of the smartest and most capable legislators in the entire General Assembly."