

# KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS

## Executive Committee August 24, 2017

### Members Present

John Alston  
Jimmy Clayton  
Walter Gardner  
Joe Shearon

Quon Bridges  
Henry Daniel  
Zelodis Jay  
David Smith

### COG Staff:

Diane Cox  
Donna Lee  
Gina Parham

### Others:

### Call to Order

Vice Chairman Bridges called the meeting to order in the absence of Chairman Richardson. He then turned the meeting over to Executive Director, Diane Cox for discussion.

### Position Classification Changes

Diane advised that in the budget for the this year the Board had previously approved a Full Time Project Manager position where 70% of the salary would be paid by Aging and 30% by Planning along with a Part Time Planner working 20 hours that would be funded by EDA and RPO.

Since obtaining that approval, the Project Manager at the COG resigned to take a job closer to home in Wake Forest and the COG has received additional CFAT funding in the amount of \$23,000 that was not originally anticipated.

Diane requested approval to use the additional funding so a Full Time Planner could be hired and paid with funds from CFAT, EDA and RPO and change the Project Manager to Part Time with funding coming from Aging and this individual would work on Aging, marketing and Senior Games. She further stated that funding was in place to handle these position changes.

### Position Changes

#### Motion # 1

Motion was made by Jimmy Clayton to approve the changes as requested. Walter Gardner seconded the motion. The motion carried unanimously.

## Other Business

Diane advised the members that the auditors had been in recently to audit the RPO Program and the monitor has questioned the Kerr Tar Travel policy and reimbursements paid for RPO travel. It seems that there should be a different rate paid for RPO travel reimbursements and if this is the case then we will have to review and possibly change the Kerr Tar Travel Policy as all employees should be reimbursed in the same manner.

There being no further business, the meeting adjourned.

Sincerely,



Patricia S. Cox, Executive Director  
Secretary to the Board of Directors