

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
January 22, 2015

Members Present

John Alston
Pete Averette
Francine Chavis (No Meal)
Henry Daniel
Rob Evans
Terry Garrison
Zelodis Jay
Jennifer Jordan
Darryl Moss
Gary Plummer
Barry Richardson
David Smith
Michael Williford

Mary Anderson (No Meal)
Bob Williford alternate for Quon Bridges
Jimmy Clayton
Sidney Dunston
Fonzi Flowers
Tommy Hester
Linda Jordon
Johnny Lunsford
James O'Geary
Bryan Pfohl
Joe Shearon
Wayne Aycock
Danny Wright

COG Staff:

Diane Cox
James Pearce
Vincent Gilreath
Ben Foti
uis Grillo
Deborah Cozart
Donna Lee
Will Brooks
Karen Foster
Rhonda Smith

Others:

Jim Wrenn
Eddie Burke – Auditor
Jessica Simmons – Auditor
Ken Bowman – Warren County EDC
Harry Mills – Granville EDC (No Meal)
Angela Davis – GMSI
Monica Satterwhite – WDB Board Member
Ray Eible and Guest– EDSI (No Meals)

Call to Order and Invocation

Vice Chairman Hester called the meeting to order and asked Board Member, David Smith to render the invocation. The Vice Chairman also welcomed the Guests this evening and the alternates we have for some of the Board Members. Board Member Jimmy Clayton introduced new Board Member, Henry Daniel who will be representing the City of Roxboro.

Approval of Minutes

Vice Chairman Hester asked for the Board's pleasure in regards to the November 20, 2014 for COG Board Minutes and Executive Committee Minutes.

Minutes

Motion # 1

Motion was made by Barry Richardson, seconded Bryan Pfohl to approve the Minutes as written. The motion carried unanimously.

NEW BUSINESS

Records and Retention Schedule

Diane asked Board Members to review the Amendment for the Records and Retention Schedule that was in the meeting packet. This amendment is for the policy that was put in place in 2008. The change is on Page 37 which reflects mandatory retention throughout the duration of an individual's employment. After separation, destroy records in office 3 years from date of hire or 1 year from separation, whichever occurs later.

Records Retention Schedule

Motion # 2

Motion was made by James O'Geary to approve the amended policy as presented. Johnny Lunsford seconded the motion. The motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

(Copy and insert printed ED report that was shared)

Highlights from Executive Director, Diane Cox:

- On January 27 Will Brooks and Diane are scheduled to participate in the City of Oxford's Board retreat at Camp Oak.
- On January 28th scheduled to participate in the Vance County Planning Retreat and will provide information to their Board on the COG's accomplishments and achievements in Vance County and highlight COG services.
- Received Finance Director, James Pearce's resignation and his last day with the COG will be February 13, 2015. Currently looking for an interim Finance Director, all leads are welcome and a couple of leads were received in the Executive Session. We will miss James and wish James the best in his new position.

Finance Report

Finance Director, James Pearce presented the Finance Report for approval. Report had been emailed to all members previously. He offered to answer any questions and advised Budget Amendments would be presented next month. He did update the Board Members that the property that was in Foreclosure with the RLF program had sold to the highest bidder for a final bid of \$12,000.

(COPY IN FINANCE REPORT HERE)

KERR-TAR COUNCIL OF GOVERNMENTS

Monthly
Finance Report

	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
<u>AGING FUND - FUND 11</u>									
Aging - Block Grant	\$ 1,088,446	\$ 686,283	\$ 1,002,163		\$ 686,283	\$ -		\$ 686,283	\$ -
Aging - Legal	\$ 10,450	\$ 6,356	\$ 4,094		\$ 6,356	\$ -		\$ 6,356	\$ -
Aging - Sr Ctr Gen Purp	\$ 77,866	\$ 2,250	\$ 75,616		\$ 2,250	\$ -		\$ 2,250	\$ -
Aging - Fans	\$ 3,050	\$ -	\$ 3,050		\$ -	\$ -		\$ -	\$ -
Aging - Caregiver	\$ 53,000	\$ 23,178	\$ 29,822		\$ 23,178	\$ -		\$ 23,178	\$ -
TOTAL	\$ 1,832,812	\$ 718,067	\$ 1,114,745	39%	\$ 718,067	\$ -		\$ 718,067	\$ -
<u>WORKFORCE - FUND 13</u>									
WIA Adult Program	\$ 440,000	\$ 251,807	\$ 188,193		\$ 253,933	\$ -		\$ 253,933	\$ 2,125.52
WIA Adult ITA's	\$ 75,000	\$ -	\$ 75,000		\$ -	\$ -		\$ -	\$ -
WIA Youth Program	\$ 484,100	\$ 219,356	\$ 264,744		\$ 219,356	\$ -		\$ 219,356	\$ -
WIA Disloc Work Prog	\$ 340,000	\$ 211,953	\$ 128,047		\$ 211,953	\$ -		\$ 211,953	\$ -
WIA Disloc Work ITA's	\$ 150,000	\$ -	\$ 150,000		\$ -	\$ -		\$ -	\$ -
WIA NEG-OJT	\$ 195,000	\$ 11,390	\$ 183,610		\$ 9,265	\$ 2,125		\$ 11,390	\$ -
TOTAL	\$ 1,684,100	\$ 694,506	\$ 989,594	41%	\$ 694,507	\$ 2,125		\$ 696,632	\$ 2,125.52
<u>MICRO-LOAN - FUND 15</u>									
Loans	\$ 27,000	\$ -	\$ 27,000	0%	\$ -	\$ -		\$ -	\$ -
TOTAL	\$ 27,000	\$ -	\$ 27,000	0%	\$ -	\$ -		\$ -	\$ -
<u>REVOLVING LOAN - FUND 20</u>									
Loans	\$ 217,697	\$ 4,723	\$ 212,974	0%	\$ 4,723	\$ -		\$ 4,723	\$ -
TOTAL	\$ 217,697	\$ 4,723	\$ 212,974	0%	\$ 4,723	\$ -		\$ 4,723	\$ -
<u>REVOLVING LOAN - GREEN JOBS - FUND 21</u>									
Loans	\$ 750	\$ 993	\$ (243)	0%	\$ 993	\$ -		\$ 993	\$ -
TOTAL	\$ 750	\$ 993	\$ (243)	0%	\$ 993	\$ -		\$ 993	\$ -
ALL TOTALS	\$ 6,201,998	\$ 2,415,560	\$ 3,786,438	39%	\$ 2,155,048	\$ 216,760	\$ 55,763	\$ 2,427,570	\$ 12,009.46
<p>CASH BALANCES</p> <p>GENERAL FUND \$ 14,231</p> <p>AGING FUND \$ 200</p> <p>WIA FUND \$ 52,795</p> <p>MICRO LOAN FUND \$ 22,947</p> <p>REVOLVING LOAN FUND \$ 509,457</p> <p>GREEN JOBS RLF LOAN FUND \$ 5,635</p> <p>TOTALS \$ 605,264</p>									

James B. Pearce, Jr.
 JAMES B. PEARCE, JR., FINANCE DIRECTOR

Finance Report

Motion # 3

Motion was made by Barry Richardson to approve the Finance Report as presented. Sidney Dunston seconded the motion. The motion carried unanimously.

Executive Director, Diane Cox added that Board Members could find a flyer in the back of their meeting folder that had been designed by our Planning Department. One side lists all the services provided at the COG by department. The other side has some Q/A information about the COG too. Please think of the COG first for any of these services and/or assistance.

Finance Director, James Pearce then welcomed Eddie Burke and Jessica Simmons of Cherry Bekaert for the COG's Audit Presentation.

Audit Presentation by Cherry Bekaert

Eddie Burke advised that this audit had been reviewed earlier this evening with the Executive Committee and that he planned to go through the Audit Wrap Up that all attendees had before them. He stated that the Audit Wrap Up includes:

- An overview
- Review of Internal Controls
- Areas of Focus
- Results
- Required Communications
- Accounting Measurements and Metrics

The audit of all financial statements of the KTCOG was completed in accordance with Government Auditing Standards issued by the Comptroller General of the United States (GAS), OMB Circular A-133, Audits of States, Local Governments, and Non- Profits and State Single Audit Implementation Act. He also stated that their objective was to obtain reasonable – not absolute – assurance about whether the financial statements are free from material misstatements.

In regards to the Audit Areas of Focus, he stated that most funding comes from Federal and State Grants. He also stated that 4 opinions were issued – all of which were unmodified which means 'Clean Opinion'.

There were 2 Material Weaknesses that were reported and explained:

- Were reported due to the prior period adjustment, journal entries that were proposed and posted, and files that could not be located when performing single audit procedures. It was noted that the staff had followed procedures as in the past, on journal entries, nothing was lost and it was the auditor's correction to last year's report. The files in question have now been located.

There was 1 significant deficiency:

- A lack of segregation of duties in the finance department was noted. This is due to the small staff; however, it was noted that staff is taking steps to put in a management review process in some areas and changing duties to improve situation.

There was 1 item in compliance:

- A nonmaterial non compliance finding was reported due to two files that could not be located to verify eligibility. This matter has also been clarified.

Mr. Burke reviewed the audit in detail as he had with the Executive Committee and offered to answer any questions from the Board Members.

In closing, Eddie advised that the audit was of 'clean opinion' with a couple of internal control items to be addressed. He stated the staff should continue what they are doing to continue moving forward. The floor was opened for any questions and/or concerns.

Audit Report

Motion #4

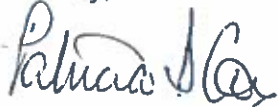
Motion was made by Danny Wright to approve the audit as presented. Bryan Pfohl seconded the motion. The motion carried unanimously.

PUBLIC COMMENT AND ANNOUNCEMENTS

Members were advised the next meeting would be held at the COG office on February 26, 2015.

There being no further business, the meeting adjourned.

Sincerely,



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

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Executive Committee
January 22, 2015

MEMBERS PRESENT:

John Alston
Henry Daniel
Terry Garrison
Zelodis Jay
James O'Geary
Joe Shearon
Danny Wright

Jimmy Clayton
Sidney Dunston
Tommy Hester
Linda Jordon
Bryan Pfohl
David Smith

COG STAFF PRESENT:

Diane Cox
James Pearce
Gina Parham

OTHERS:

Eddie Burke
Jessica Simmons
Jim Wrenn

Call to Order

Vice Chairman Hester called the Executive Committee to order and turned the meeting over to Executive Director, Diane Cox.

Diane advised the only item on the Agenda was the review of the Audit for year ending June 30, 2014. She then welcomed Eddie Burke and Jessica Simmons of Cherry Bekaert.

Eddie Burke asked Board Members to review the Audit Wrap Up document with him. This document was prepared to review the audit in detail. It contained an Overview, Internal Controls (Internal Control Compliance), Audit Areas of Focus (Compliance, Cash, Receivables, Revenues and Accounts Payable), Results, Required Communications and Accounting Measurements and Metrics.

The audit of all financial statements of the KTCOG was completed in accordance with Government Auditing Standards issued by the Comptroller General of the United States (GAS), OMB Circular A-133, Audits of States, Local Governments, and Non-Profits and State Single Audit Implementation Act. He also stated that their objective was to obtain reasonable – not absolute – assurance about whether the financial statements are free from material misstatements. The scope of the work performed was substantially the same as that described in the engagement letter.

Mr. Burke reviewed the items in great detail with the Executive Committee. He advised that the audit firm had issued four (4) opinions and they were all "unmodified opinion" which equals clean opinion.

Two material weaknesses:

- Two material adjustments were required to be recorded in order for the financial statements to be materially correct when drafting the financial statements. The first

adjustment was related to the adjustment journal entries made in the PY to correct notes receivable for the Revolving Loan Fund, the Micro-Enterprise Fund, and the Revolving Loan Fund-Green Jobs. When management closed out the prior year balances these balances did not roll forward correctly and all activity during the year was recorded to equity instead of deferred revenue. The second adjustment related to management not recognizing expenses when incurred for modified basis of accounting for the general fund in the prior period. The effect was the fund balance beginning of the year June 30, 2013 for the general fund was overstated by \$122,608. This was caused by close out of the prior year not being correctly completed and modified accrual basis of account was not being properly followed. It was recommended that management should establish procedures to ensure that all close out procedures are completed properly. In addition, management should ensure that all expenditures are recognized when occurred for modified basis of accounting. It was noted that management did not agree with this finding.

Much discussion and questions arose in regards to this finding. Mr. Burke explained the audit firm had missed this in the prior audit due to this not being a high risk area to audit and explained the process for the prior year adjustment. He further explained that the staff had done nothing wrong, they were working with the numbers provided in the prior audit which were accurate to the best of their knowledge. It was further stated that this was a timing issue and no funds were lost. Mr. Burke also stated that all balance sheets have been reviewed this year and the organization is moving in the right direction.

Finance Chairman, Danny Wright commented that there are no write-offs, no additional loss or expense and the Council will be in compliance from this date forward.

Auditors also noted that there is need for some journal entries for un-cashed checks that need to be voided and them escheat them. These total approximately \$4500 and once this has been done and stop payment issued, individuals would have to attempt collections via the State.

Significant Deficiency noted:

- During the course of the audit, auditors noted that due to the small size of the Council, there is a lack of segregation of duties within the Finance Department, as all journal entries and bank reconciliations are initiated and completed by one individual with no review completed by another individual. This could cause a transaction to be mishandled and it was noted there are a limited number of personnel for certain functions. It was recommended that duties be separated when possible so that one individual is preparing the bank reconciliation or journal entry and another is reviewing it. Management agreed with this finding and will have the Finance and Data Specialist perform the bank reconciliations. Senior Management will review and initial the bank statement reconciliation or journal entry once it has been prepared.

Material Weakness, non-material non compliance:

- Eligibility documentation must be maintained in the participant's file for the Workforce Investment Act Program, Out of the 40 case files selected for testing, auditors noted the proper verification of eligibility for applicants was not provided for eight participants. Two of the participant files could not be found and six had incomplete information. Total error

in costs was \$11,409. The eight participants of the workforce invest Act Program could potentially be receiving benefits when they are ineligible. Council does not have a process in place to ensure all required documentation is maintained in the case files. Management agrees with this finding and will implement the following actions.

For files of those who are going through training (ITA's), the Council will reinstate its policy that all eligibility documents for folders will need to be approved by the Local Area Performance and Accountability Coordinator prior to their enrollment.

For WIA Core and Intensive Service, the Performance and Accountability Coordinator, Youth Program Coordinator, and subcontractor team leaders will be responsible for reviewing eligibility documentation that has been scanned into the NCWorks system. A policy notification will be released immediately after a One Stop Managers and Leadership Team scheduled January 6, 2015.

Auditor also reviewed the following measurements: assets, cash, receivables, notes and prepaid expenses by line totals. He further stated that the General Fund was \$93,000 to the good from the 2013 report. He encouraged the staff and board to continue on this path, controls are in place and progress is being made.

More discussion arose as to when the auditors would return to start the 2015 audit process. It was also noted that the 2014 Audit has gone to the LGC and even with the noted management disagreement of one finding related to the prior year adjustment to the General Fund, the audit was approved. Mr. Burke explained that by the prior year adjustment being noted by his firm the LGC would recognize it as the auditors correction to their audit and acknowledges the auditors' error.

Audit

Minutes

Motion # 1

Motion was made by James O'Geary, seconded by Zelodis Jay to approve the Audit as presented and recommend approval by the COG Board. Motion carried unanimously.

Resignation of Finance Director

Executive Director, Diane Cox advised the Executive Committee that Finance Director, James Pearce had submitted his resignation last Friday, and his last day would be February 13, 2015. She acknowledged that James had secured a job closer to home with a doctor's group and this would allow him more time with his family. She further stated that she had started to reach out in an attempt to fill the position on an interim basis and that the position would be advertised locally and on line beginning this weekend. Any leads for an interim person would be appreciated.

Danny Wright confirmed that timing with this audit had nothing to do with James' decision; it was simply a better opportunity for him and closer to home.

Board Members bid James farewell and wished him well in his new position.

There being no further business or comments the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Patricia S. Cox".

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

Subject:

Cancel Board Meeting for Feb 26th, 2015

Importance:

High

Due to the possibility of inclement weather, Chairman Senter has advised us to CANCEL the Board Meeting that is scheduled for tomorrow evening, Feb. 26th, 2015 at the COG Office.

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We will look forward to seeing each of you at our *March* meeting.

Gina Parham

Senior Administrative Support Specialist

Kerr-Tar COG

PO Box 709/1724 Graham Avenue

Henderson, NC 27536

Telephone: 252-436-2040

Fax: 252-436-2055

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
March 26, 2015

Members Present

John Alston
Pete Averette
Jimmy Clayton
Henry Daniel
Rob Evans
Tommy Hester
Jenifer Jordan
Gary Plummer
Elic Senter
David Smith
Joe Shearon

Mary Anderson
Wayne Aycock
Bob Williford (Alternate for Quon Bridges)
Sidney Dunston
Terry Garrison
Zelodis Jay
James O'Geary
Barry Richardson
Joe Shearon
Michael Williford
Danny Wright

COG Staff:

Diane Cox
Donna Lee
Rhonda Smith
Will Brooks
Vincent Gilreath
Gina Parham

Others:

Sara Rudolph (FWW Opportunities – Guest Speaker)
Jim Wrenn
Nancy Wykle (Daily Dispatch – Guest of T. Hester)

Call to Order and Invocation

Chairman Senter called the meeting to order and asked Board Member, Danny Wright to render the invocation. The Chairman also welcomed the Guests this evening and the alternates we have for some of the Board Members. Board Member Jimmy Clayton advised that former Commissioner Edwin Knott passed away and he asked for a moment of silence in his memory.

Approval of Minutes

Chairman Senter asked for the Board's pleasure in regards to the January 22nd COG Board Minutes and Executive Committee Minutes.

Minutes

Motion # 1

Motion was made by James O'Geary, seconded Sidney Dunston to approve the Minutes as written. The motion carried unanimously.

NEW BUSINESS

Health Care Access Design Challenge

Planning Director, Will Brooks advised that the Planning Department and Aging Department at the COG is currently working together on an application for Transportation Grant Funding to help fund the Kerr Tar "Way to Go" Project. Details of the project in regards to providing transportation, banking time for self or family members' transportation and waiting for transportation services were reviewed. Transportation would be provided for individuals for doctor appointments, dialysis treatment, etc. Family members, volunteers and churches are being lined up to provide services. Details in regards to how to track the "time bank" and who would be tracking are still being worked out. This application is for a one year \$25,000 grant that would require no matching of funds. Members were asked to approve a letter of support to go along with the application.

KT Way to Go Application Motion # 2

Motion was made by Sidney Dunston to approve the requested letter of support to accompany the Grant application for the KT Way to Go Application. David Smith seconded the motion. The motion carried unanimously.

Finance Report

Executive Director, Diane Cox presented the Finance Report that was prepared by the Interim Finance Director for approval. She stated that this report was through the end of February 2015 and had been reviewed by Finance Committee Chairman, Danny Wright.

(COPY IN FINANCE REPORT HERE)

KERR-TAR COUNCIL OF GOVERNMENTS

Monthly Finance Report

	BUDGET	YTD EXPEND	BALANCE	EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
GENERAL FUND - 10	\$ 53,000	\$ 31,061	\$ 21,939		\$ 25,741	\$ 5,320		\$ 31,061	-
K/TREDC	\$ 121,875	\$ 87,342	\$ 34,533		\$ 43,875	\$ 14,509	\$ 28,958	\$ 87,342	-
EDA Planning	\$ 17,097	\$ 5,445	\$ 12,252		\$ 4,723	\$ 722		\$ 5,445	-
Revolving Loan Fund	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Micro Loan Fund	\$ 633	\$ 761	\$ (128)		\$ 633	\$ -	\$ 128	\$ 761	9,591
Henderson Parks & Rec	\$ 71,637	\$ 62,046	\$ 9,591		\$ 71,637	\$ -		\$ 71,637	-
Middleburg USDA	\$ 45,000	\$ 45,000	\$ -		\$ 45,000	\$ -		\$ 45,000	-
Middleburg Vance County Grant Funds	\$ 24,000	\$ 20,998	\$ 3,002		\$ 24,000	\$ -		\$ 24,000	3,002
Middleburg Vance County Loan Funds	\$ 121,031	\$ 54,508	\$ 66,523		\$ 19,848	\$ 23,758	\$ 10,902	\$ 54,508	(0)
Rural Transportation	\$ 65,116	\$ 41,355	\$ 23,761		\$ 12,480	\$ 28,875		\$ 41,355	-
Bike Ped Path Plan	\$ 14,514	\$ 16,858	\$ (2,344)		\$ -	\$ 8,005	\$ 8,852	\$ 16,857	(0)
CFAT	\$ 95,978	\$ 46,871	\$ 49,107		\$ 46,830	\$ 41		\$ 46,871	-
Mobility Manager	\$ 5,000	\$ 784	\$ 4,216		\$ -	\$ 784		\$ 784	-
Bunn Zoning	\$ 8,000	\$ 7,380	\$ 620		\$ 7,000	\$ 380		\$ 7,380	-
Hazard Mitigation- Person Co	\$ 182,291	\$ 98,622	\$ 83,669		\$ 67,313	\$ 20,602	\$ 10,707	\$ 98,622	(0)
Aging - Planning & Admin.	\$ 101,073	\$ 70,610	\$ 30,463		\$ 55,899	\$ 7,061	\$ 7,650	\$ 70,610	(0)
Aging - Ombudsman	\$ 4,653	\$ 2,841	\$ 1,812		\$ 2,487	\$ 284	\$ 70	\$ 2,841	(0)
Aging - Elder Abuse	\$ 20,490	\$ 8,940	\$ 11,550		\$ 6,001	\$ 894	\$ 2,045	\$ 8,940	0
Aging - Evidence Based	\$ 48,263	\$ 31,389	\$ 16,874		\$ 25,534	\$ 5,855		\$ 31,389	-
Aging - AAA Admin	\$ 11,667	\$ 3,323	\$ 8,344		\$ 3,500	\$ -		\$ 3,500	177
Aging - Medicare SHIP	\$ 39,121	\$ 28,540	\$ 10,581		\$ 15,439	\$ 13,101		\$ 28,540	-
Aging - MIPPA	\$ 84,909	\$ 58,282	\$ 26,627		\$ 51,710	\$ 6,572		\$ 58,282	-
Aging - Caregiver I	\$ 300,000	\$ 192,982	\$ 107,018		\$ 191,744	\$ 1,238		\$ 192,982	-
Aging - NC DOT Project	\$ 30,000	\$ 25,089	\$ 4,911		\$ 25,089	\$ -		\$ 25,089	-
Aging - LCA	\$ 10,000	\$ 5,929	\$ 4,071		\$ 4,676	\$ 1,253		\$ 5,929	-
Aging - CATCH Community Services	\$ 832	\$ 832	\$ 0		\$ 832	\$ -		\$ 832	-
Aging - Triangle North Healthcare Foundation	\$ 7,500	\$ 800	\$ 6,700		\$ 284	\$ 516		\$ 800	-
Aging - Senior Games	\$ 110,811	\$ 76,266	\$ 34,545		\$ 69,366	\$ 6,899		\$ 76,266	-
WIA Adult Program	\$ 96,088	\$ 45,500	\$ 50,588		\$ 45,258	\$ 241		\$ 45,500	-
WIA Youth Program	\$ 161,977	\$ 84,913	\$ 77,064		\$ 71,267	\$ 13,646		\$ 84,913	-
WIA Disloc Work Prog	\$ 200,090	\$ 134,654	\$ 65,436		\$ 98,032	\$ 36,622		\$ 134,654	-
WIA Admin	\$ -	\$ 59	\$ (59)		\$ -	\$ 59		\$ 59	-
WIA NEG OJT	\$ 17,800	\$ 5,608	\$ 12,192		\$ 4,922	\$ 686		\$ 5,608	-
Granville Co. SS CDBG	\$ 162,710	\$ 2,100	\$ 160,610		\$ -	\$ 2,100	\$ 1,248	\$ 2,100	-
Granville Co. SFR	\$ -	\$ 1,248	\$ (1,248)		\$ -	\$ -		\$ 1,248	-
Vance Co. SS CDBG	\$ 15,000	\$ 12,037	\$ 2,963		\$ 11,519	\$ 517		\$ 12,037	-
Vance Co. NSP	\$ 11,015	\$ 8,636	\$ 2,379		\$ 17,045	\$ -		\$ 17,045	8,409
Warren Co. SS CDBG	\$ 18,965	\$ 7,888	\$ 11,077		\$ 22,404	\$ -		\$ 22,404	14,516
Person Co. CDBG SS	\$ 170,000	\$ 1,581	\$ 168,419		\$ -	\$ 1,581		\$ 1,581	-
Roxboro SFR	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Contingency	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
TOTAL	\$ 2,448,736	\$ 1,329,079	\$ 1,119,657	54%	\$ 1,067,001	\$ 227,212	\$ 70,560	\$ 1,364,773	\$ 35,694

KERR-TAR COUNCIL OF GOVERNMENTS

Monthly
Finance Report

	BUDGET		YTD EXPEND		BALANCE	EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS		TOTAL REVENUES	GAIN/LOSS
									ALLOTTED LOCAL MATCH			
AGING FUND-FUND 11												
Aging - Block Grant	\$ 1,688,446	\$ 973,216	\$ 715,230				\$ 970,270	\$ -	\$ 970,270		\$ 970,270	(2,946)
Aging - Legal	\$ 10,450	\$ 7,360	\$ 3,090				\$ 7,360	\$ -	\$ 7,360		\$ 7,360	-
Aging - Sr Cit Gen Pump	\$ 77,866	\$ 3,750	\$ 74,116				\$ 3,750	\$ -	\$ 3,750		\$ 3,750	-
Aging - Fairs	\$ 3,050	\$ -	\$ 3,050				\$ -	\$ -	\$ -		\$ -	2,946
Aging - Caregiver	\$ 53,000	\$ 26,033	\$ 26,967				\$ 28,979	\$ -	\$ 28,979		\$ 28,979	-
TOTAL	\$ 1,832,812	\$ 1,010,359	\$ 822,453	55%			\$ 1,010,359	\$ -	\$ 1,010,359		\$ 1,010,359	-
WORKFORCE - FUND 13												
WIA Adult Program	\$ 440,000	\$ 305,706	\$ 134,294				\$ 307,832	\$ -	\$ 307,832		\$ 307,832	2,126
WIA Adult ITA's	\$ 75,000	\$ -	\$ 75,000				\$ -	\$ -	\$ -		\$ -	-
WIA Youth Program	\$ 484,100	\$ 282,719	\$ 201,381				\$ 277,119	\$ 5,600	\$ 282,719		\$ 282,719	-
WIA Disloc Work Prog	\$ 340,000	\$ 281,639	\$ 58,361				\$ 281,639	\$ -	\$ 281,639		\$ 281,639	0
WIA Disloc Work ITA's	\$ 150,000	\$ -	\$ 150,000				\$ -	\$ -	\$ -		\$ -	-
WIA NEG-OJT	\$ 195,000	\$ 19,845	\$ 175,155				\$ 17,719	\$ 2,125	\$ 19,845		\$ 19,845	-
TOTAL	\$ 1,684,100	\$ 889,908	\$ 794,192	53%			\$ 884,309	\$ 7,725	\$ 892,034		\$ 892,034	2,126
MICRO-LOAN - FUND 15												
Loans	\$ 27,000	\$ -	\$ 27,000				\$ -	\$ -	\$ -		\$ -	-
TOTAL	\$ 27,000	\$ -	\$ 27,000	0%			\$ -	\$ -	\$ -		\$ -	-
REVOLVING LOAN - FUND 20												
Loans	\$ 17,697	\$ 5,445	\$ 12,252				\$ 5,445	\$ -	\$ 5,445		\$ 5,445	-
TOTAL	\$ 17,697	\$ 5,445	\$ 12,252	0%			\$ 5,445	\$ -	\$ 5,445		\$ 5,445	-
REVOLVING LOAN- GREEN JOBS - FUND 21												
Loans	\$ 750	\$ 1,043	\$ (293)				\$ 1,043	\$ -	\$ 1,043		\$ 1,043	-
TOTAL	\$ 750	\$ 1,043	\$ (293)	0%			\$ 1,043	\$ -	\$ 1,043		\$ 1,043	-
ALL TOTALS	\$ 6,011,095	\$ 3,235,834	\$ 2,775,261	54%			\$ 2,968,156	\$ 234,938	\$ 3,203,094	\$ 70,560	\$ 3,273,654	37,819
CASH BALANCES												
GENERAL FUND										\$	\$	\$ 17,179
AGING FUND										\$	\$	(200)
WIA FUND										\$	\$	47,195
MICRO LOAN FUND										\$	\$	22,947
REVOLVING LOAN FUND										\$	\$	517,537
GREEN JOBS RLF LOAN FUND										\$	\$	5,585
TOTALS										\$	\$	610,242

REBECCA A. FARIS, INTERIM FINANCE DIRECTOR

Finance Report
Motion # 3

Motion was made by Pete Averette to approve the Finance Report as presented. Tommy Hester seconded the motion. The motion carried unanimously.

Budget Amendments

Diane asked Board Members to review the Budget Amendments for Fund 10, beginning with Amendment #12 for CFAT expenditures and carryover from previous year was noted, Amendment #13 Medicare SMP expenses reflected decreased grant funding, Amendment #14 MIPPA reflected previous year carry forward and decreased grant funding this year and Amendment #15 WIA that reflected new grant funds that were received.

She then reviewed Fund 13 WIA, Budget Amendment #2 WIA Adult Program that reflected an increased contract with GMSI, Budget Amendment #3 WIA Dislocated Worker Program also with an increased contract with GMSI and Budget Amendment #4 WIA Youth Program reflected actual contract awards.

INSERT BUDGET AMENDMENTS HERE

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, March 26, 2015

FUND 10 - GENERAL FUND

BUDGET AMENDMENT # 12	A/C #	BUDGET	CHANGE	REQUESTED
CFAT	4984			
EXPENDITURES				
Salary- Regional Planner	193	0	10,003	10,003
Contract Services	200	14,514	-14,514	0
Travel	314	0	2,641	2,641
Fringe Benefits	690	0	3,434	3,434
Indirect Costs	790	0	6,448	6,448
Program Costs	795	0	2,474	2,474
		14,514	10,486	25,000
REVENUES				
	3475			
CFAT	445	14,514	10,486	25,000
		14,514	10,486	25,000
This amendment reflects carryover from the previous year.				
BUDGET AMENDMENT # 13	A/C #	BUDGET	CHANGE	REQUESTED
MEDICARE SMP	5915			
EXPENDITURES				
Salary- Aging Projects Coordinator	184	4,708	-2,583	2,125
Supplies	260	125	-75	50
Travel	314	1,015	-816	199
Fringe Benefits	690	1,618	-888	730
Indirect Costs	790	3,036	-1,666	1,370
Program Costs	795	1,165	-639	526
		11,667	-6,667	5,000
REVENUES				
	3610			
SHIP MEDICARE SMP	000	11,667	-6,667	5,000
		11,667	-6,667	5,000
This amendment reflects decreased grant funding				
BUDGET AMENDMENT # 14	A/C #	BUDGET	CHANGE	REQUESTED
MIPPA	5916			
EXPENDITURES				
Salary- Aging Projects Coordinator	184	9,781	-3,281	6,500
Supplies	260	750	-345	405
Travel	314	500	-47	453
Advertising	370	16,000		16,414
Fringe Benefits	690	3,361	-271	3,090
Indirect Costs	790	6,307	-6,307	0
Program Costs	795	2,422	-2,422	0
		39,121	-12,673	26,862
REVENUES				
	3615			
MIPPA	000	39,121	-12,259	26,862
		39,121	-12,259	26,862
This amendment reflects previous year carryforward and decreased grant funding current year.				
BUDGET AMENDMENT #15	A/C #	BUDGET	CHANGE	REQUESTED
WIA-NEG OJT ADMIN	6968			
EXPENDITURES				
Supplies	260	0	500	2,000
Travel	314	0	1,500	1,500
REVENUES				
	3740			
WIA NEG Admin	10	0	2,000	2,000
This amendment reflects new grant funds received.				

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, March 26, 2015**

FUND 13 WORKFORCE INVESTMENT ACT

BUDGET AMENDMENT #12				
	A/C #	BUDGET	CHANGE	REQUESTED
WIA ADULT PROGRAM	6850			
EXPENDITURES				
GMSI CONTRACT	615	440,000	39,000	479,000
		440,000	39,000	479,000
REVENUES				
WIA ADULT PROGRAM	010	440,000	39,000	479,000
This amendment reflects an increased contract with GMSI				
BUDGET AMENDMENT # 3				
	A/C #	BUDGET	CHANGE	REQUESTED
WIA DW PROGRAM	6890			
EXPENDITURES				
GMSI CONTRACT	614	440,000	31,000	471,000
		440,000	31,000	471,000
REVENUES				
WIA DW PROGRAM	010	440,000	31,000	471,000
This amendment reflects an increased contract with GMSI				
BUDGET AMENDMENT # 4				
	A/C #	BUDGET	CHANGE	REQUESTED
WIA YOUTH PROGRAM	6870			
EXPENDITURES				
VGCC YOUTH	610	185,000	20,000	205,000
PCC YOUTH	611	135,000	9,101	144,101
GCS YOUTH	613	99,000	2,000	101,000
WCS YOUTH	615	65,100	9,900	75,000
		484,100	41,001	525,101
REVENUES				
WIA YOUTH	010	484,100	41,001	525,101
This amendment reflects actual contract awards				

Budget Amendments

Motion #4

Motion was made by Barry Richardson to approve the Budget Amendments as presented. James O'Geary seconded the motion. The motion carried unanimously.

Assessment Rate for FY 2015/2016

Diane advised that earlier this evening the Executive Committee approved increasing the assessment rate from 57 cents to 59 cents per capital for FY 2015/2016. A handout that showed the exact increase per local government was shared with the Board and will be forwarded for budget planning purposes once approved.

Assessment Rate FY 2015/2016

Motion #5

Motion was made by James O'Geary to approve the assessment rate increase as presented. Joe Shearon seconded the motion. The motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

KERR TAR REGIONAL COUNCIL OF GOVERNMENTS EXECUTIVE DIRECTOR'S REPORT February 19, 2015 – March 19, 2015

Executive Director Activities:

Currently working on Departmental budgets and a draft budget is being created and will be presented to the Finance Committee sometime in late April. We will be evaluating all staff, programs and services provided by the COG to make sure that we are providing the most efficient and effective services possible.

NC Tomorrow Summit: Building Communities for Tomorrow's Jobs

This exciting Summit builds on the 2014 Report: North Carolina Regional and Statewide Strategies for Comprehensive Community and Economic Development. Sponsored by the 16 regional councils of governments, the 2015 Summit will offer best practices, case studies and skill-building workshops for: • local and regional planners • local and regional economic developers • city and county managers • elected officials and • community and business leaders. A mix of government and private sector leaders will lead the way for this first-time, two-day 2015 Summit. Please join us at the North Raleigh Hilton April 27-28, 2015 for this event. For summit agenda and to register: www.ncregions.org

Revolving Loan Fund

EDA advised us in late January that our Revolving Loan Fund was experiencing a high and persistent amount of excess funds. As a result, we were required to submit a Corrective Action Plan to address what specific actions would be taken to reduce the excess funds. I am happy to report that EDA has officially accepted our Corrective Action Plan. They appreciate the COG's efforts of promoting the RLF and wanting to utilize it for the expansion of small business. This is exciting as we will be moving forward and marketing the Revolving Loan Fund to businesses and agencies throughout the Region. This will be a conversation that we will be having with Chambers, Economic Development representative and Bankers throughout the Region over the coming months.

It should be noted that if there is a public infrastructure project that is driven by recruiting efforts, the RLF may be utilized for such project with a waiver from EDA.

Finance Director Position

Interviews have been completed for the Finance Director position. An offer has been made and I hope to announce at the COG Board meeting on March 26th the name of the new Finance Director.

Luncheon with Chris Chung, CEO-Economic Development Partnership of NC

A regional luncheon meeting with Christopher Chung, the Director of the Economic Development Partnership of North Carolina will be hosted by the COG on April 8th at the Henderson Country Club beginning at noon. Cost for the event is \$15 per person.

Kerr Tar Regional STEM Education Summit

The STEM Education Summit will be held at VGCC Civic Center on April 21, 2015 beginning at 9:00am.

Workforce Development Program Activities:

WDB Meeting was held on March 3, 2015 here at COG office. At the meeting Board agreed to adopt the training certifications of the Jobs Driven Initiative as relevant training clusters that are in the demand in the region; and the Board decided to allow an independent reviewer from outside of the region read and score RFPs that are submitted for the next program year.

Youth RFPs were received on Friday, March 6th. (Deadline was extended by 2 days due to office closures for inclement weather)

Adult/DW RFPs were released on February 27, 2015. Bidders' conference on March 9th and proposals were due in on Monday, March 23rd.

Vincent and other Board Directors met with Duke Energy on February 12th to discuss inclusion of job profiling and CRC credentialing into their hiring processes to assure more successes on applicants passing the company's aptitude tests.

Vincent attended second round of WIOA implementation training on March 18th.

Area Agency on Aging Program Activities:

Aging staff continue to work on State of North Carolina initiative No Wrong Door.

State monitoring of Aging Programs have been completed for Housing and Home Improvements, Legal Aid, Transportation, Senior Center Operations and Senior Center Long-term Obligations. No areas of non-compliance were found.

Area Agency on Aging assisted Senior Tarheel Legislature with visiting the state legislature on Tuesday, March 17, 2015. We would like to thank Sen. Floyd McKissick, Sen. Angela Bryant and Sen. Mike Woodard for their continued support of aging issues within Region K.



Senior Games begins March 26, 2015, with Opening Ceremonies at Oxford Recreation Center Hix Complex, Granville County. Senior Games will run through May 14, 2015.

North Carolina Aging Services Plan 2015-2019- WE URGE YOU TO READ THIS PLAN. This plan provides important information to stakeholders. The overarching themes of this plan include: 1) assisting older adults and their families to make informed decisions; 2) enabling and empowering older adults to remain independent; 3) building capacity; 4) health & wellness; 5) protecting safety and rights of older adults; 6) encouraging volunteerism; and 7) improving performance standards. To read this plan CLICK <http://www.ncdhhs.gov/aging/stplan/nc-aging-services-plan-2015-2019.pdf>

Planning Department Activities:

Regional Equity RTRP Profile Release:

Triangle J Council of Governments and Kerr-Tar Council of Governments are participating in a study of the greater Research Triangle economic region - 13 counties with strong economic and transportation ties among them. The data-driven study, conducted by PolicyLink and funded by the US Department of Housing and Urban Development (HUD), produces an Equitable Growth Profile of the region, designed to highlight the importance of all people in the region achieving their potential. The profile examines demographic and economic trends and indicators, both for the region as a whole and for each of the region's counties. Please click below to attend the document release event, Tuesday March 31st at RTP Headquarters. Registration is free. <https://ticog.wufoo.com/forms/equitable-growth-profile-event-registration/>

NCLD Regional Bike Plan Project Update:

The Department continues working on deliverables for Phase 3: Driving routes for research; mapping individual routes, creating a database for route categorization and prioritization using the route criteria prioritization document developed in collaboration with the core steering committee, development of a draft design guidelines, a list of funding sources, and began a draft plan. We are currently wrapping up Phase 3, and additional planning staff has been able to set aside time to get us going on Phase 4. Our goal is to have a full draft plan by April 2, 2015. Following the draft, we hope to meet with the steering committee and make revisions, host public input meetings, as well as move into Phase 5: Adoption.

Design Challenge Project:

Kerr-Tar Rural Planning Organization (RPO), along with Kerr-Tar Area Agency on Aging, Person County Senior Center, DaVita Dialysis, and Cardinal Innovations Healthcare Solutions is working on a Healthcare Access Mobility Design Challenge grant application sponsored by the National Center for Mobility Management (NCMM). The purpose of the grant application is to come up with proposed innovative solutions that will solve transportation issues and improve healthcare access. NCMM will provide grant funds up to \$25,000 and technical assistance to take a potential solution from concept to implementation. The application will be submitted March 27th.

RPO Activities :

The final version of "Imagine Bickett Boulevard" will be available in two-three weeks, incorporating final edits, amendments or additions into the draft plan.

Macon Pedestrian Plan will have a public input/working group meeting in Macon in early April (TBD). Regional Planner Ann Stroobant is researching information on the town and coordinating a public input meeting with Mayor Rob Evans.

The Kerr-Tar COG offers a number of additional services for member governments. If you need any of the following, please check with the COG first.

- Special studies ;
- Surveys (citizen, special issue, employee, P&R, etc.)
- Various types of plans (P&R, revitalization, redevelopment, business development, etc.)
- Visualization Services and Graphic Design, Mapping Services
- Grant Writing and Administration
- Training and Staffing for Planning Board and Board of Adjustments, Zoning Ordinance Administration and Enforcement
- Meeting Facilitation
- Demographic and Labor Market Data

Additional highlights from Executive Director, Diane Cox:

- Review handout in packet regarding the upcoming 2015 Litter Sweep April 18-May 2nd and September 19th-October 3, 2015. RPO Planning is assisting with promotion of this project.
- Planning Department is also working with the Eastern NC Sustainability Summit to be held on May 15th with the Upper Coastal Plains COG. Funds for this event were obtained from the CFAT Grant.
- Interviewed and made an offer to Rob TeCarr to fill our Finance Director Position and he has accepted and will start April 6, 2015. Believe he will be a good fit for this position as he currently works with the Town of Hillsborough as a Financial Analyst and has local government and private sector experience.
- Region K Senior Games kicked off today in Granville County. Encourage you to get out and support our seniors at some of the upcoming events.
- Equitable Growth Profile Release Event will be held on March 31st from 8:30 until 11AM at RTP Headquarters. Very exciting news in this report that was developed by Triangle J and the Kerr Tar COG. Once announcement is made, the COG staff will be available to make presentations to our local member units if you would like to schedule it.
- April 8th we have the lunch at Henderson Country Club with Chris Chung, the CEO of Economic Development Partnership of NC. This will be a great opportunity to share ideas and ask questions. Participants need to register and fee is \$15 per person.
- April 21st we are hosting the first STEM Education Summit at VGCC from 9AM until 4PM. We are hoping to bring together K-12 school staff, Community Colleges, elected officials, etc. We hope that you will be able to join us. You can register by contacting Gina in order to receive the online link to sign up.
- April 27 and 28th is the NC Tomorrow Summit at the North Raleigh Hilton. The summit will focus on Building Communities for Tomorrow's Jobs. Guest speakers will include: Governor Pat McCrory, House Speaker Tim Moore, NC State Senator Tom Apodaca, EDA Director Phil Paradise, Pat Mitchell with ND Dept of Commerce, Joe McKinney NADO Director, Jay Williams Assistant Secretary of Economic Development and Matt Chase Executive Director of Economic Development with NACO to name a few.

FVW Opportunity Program Overview

Diane then introduced Sara Rudolph who is the Executive Director at Franklin Vance Warren Opportunity, Inc. (FVW). She advised that Sara was born and raised in Henderson. She gave a brief update on Sara's education, 8 years of military service (including overseas service) and commitment to this region. Diane also stated that she serves on the Board of Directors for FVW.

Highlights of Sara's presentation included:

- FVW has provided services to this region for almost 50 years.
- Services are offered in Franklin, Granville, Person, Vance and Warren counties.
- Nine head-start centers in 4 counties that serve economically disadvantaged children ages 3-5 for kindergarten. Looking to open more centers.
- Section 8 Housing Assistance enables individuals to secure and maintain safe and sanitary housing through rental assistance.
- Weatherization program (HARRP) works to reduce energy bills through installation of energy conservation measures and may even replace heating/cooling units.

- Single Family Rehab Program run through NC Housing Finance Agency provides rehab to existing moderately deteriorated, single family homes in the region.
- Mortgage Foreclosure Prevention provides services for homeowners who are in default or risk of becoming in default on their mortgage.
- Family Resource Center provides parenting education, parent support services and family enrichment activities with the purpose of building stronger families. Services include computer labs, social lounge and mini-gym in Vance and Warren County.
- Green Hill Manor in Louisburg offers 36 apartments with safe, affordable and independent housing units for elderly and handicapped citizens.
- Women's Economic Equity Project developed from a grant from the Z. Smith Reynolds Foundation with resume and interview coaching assistance provided for women. Also has a computer lab and networking opportunities. If individual is hired then they are offered 5 work outfits from the "WEE Boutique" to get started. After they are established they are asked to 'pay it forward' and assist by funding or bringing new outfits to the boutiques for others.
- Other programs offered include – Community Services Block Grant, Homeownership, and Training Assistance Partnership.

At the close of Sara's presentation there was a brief question and answer session. It was evident from the responses, that many were not aware of all the services provided by FVW Opportunity. Members also asked how to become a Board Member.

Chairman Elic Senter commended Sara for the services being provided by FVW Opportunity and stated that they love the Head Start Center in Franklinton.

PUBLIC COMMENT AND ANNOUNCEMENTS

The Chairman reminded folks of the upcoming STEM Education Summit on April 21st at VGCC. This initiative started over a year ago when Dr. Sam Houston spoke to our Board of Directors and since then a STEM committee developed and has pulled this Summit together. Elected officials, school people, Chambers of Commerce, and others have been invited to this event. It is an opportunity to work together to talk out solutions to issues and make policy recommendations. If you are not registered yet, call and we can get you registered!

There being no further business, the meeting adjourned.

Sincerely,



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

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Executive Committee
March 26, 2015**

MEMBERS PRESENT:

John Alston
Henry Daniel
Tommy Hester
James O'Geary
Elic Senter
Danny Wright

Jimmy Clayton
Sidney Dunston
Zelodis Jay
Barry Richardson
Joe Shearon

COG STAFF PRESENT:

Diane Cox
Gina Parham

OTHERS:

Call to Order

Chairman Senter called the meeting to order. The Chairman asked Executive Director, Diane Cox to present the Assessment information for review.

Diane explained that the first sheet of the handout was historical information which provided the assessment rates from 1980 through 2014. The second page showed the anticipated Federal/State Grants by program and the required match for each program. The "match" amount is divided by the Census population to determine the per capita assessment rate. The final page shared with the Executive Committee listed each member government, their population as of the 2010 Census, the requested assessment rate for FY 2015/2016, the 2014/2015 amounts and the increase of funding.

Diane explained that to cover the required match for the grants, the rate would need to increase from 57 cents to 59 cents per capita. Basically all assessments are used to match grant funds.

Board members discussed the need for the increase as well as discussing the COG's current Fund Balance. Members were informed that the Fund Balance was about \$110,000 at the end of December 2014 and Finance Committee Chairman; Danny Wright assured members that it was a "sound" number. They also discussed whether there was an amount that the COG should obtain for "Fund Balance".

Diane advised that an offer had been made and accepted to fill the open Finance Director position. Rob TeCarr would start on April 6, 2015. He currently works for the Town of Hillsborough as a Financial Analyst.

Assessments

Motion # 1

Motion was made by Tommy Hester, seconded by James O'Geary to approve the Assessment Rate as presented and recommend approval by the COG Board. Motion carried with only one "nay" from Sidney Dunston.

Possible Merger of COGs

Executive Director, Diane Cox advised she was contacted before the holidays by Greg Godard, Executive Director of the Upper Coastal Plains COG (UCP) about possibly merging the COGs. She was relaying this information so none of our Board Members would be caught off guard if this comes up in conversation. Diane further stated that she has discussed the possibility with the COG staff. In addition, Greg has discussed with his Board Members and Managers in his region. Executive Committee members asked which counties were in Region L and were informed: Nash, Halifax, Edgecombe, Northampton and Wilson. Diane further stated that most of the UCP counties were rural like the KTCOG and is in the same prosperity zone.

Greg plans to retire in two years and from past history it takes years to get a merger of this nature approved. Some other COGs have merged and this has resulted in a decrease of indirect costs and services to member units have grown. The UCP Executive Director has also stated the central location for offices would most likely be in Louisburg.

Further discussion began around what would happen to staff. Diane explained that salary levels were very comparable between the two COGs and it would be a key discussion between organizations as to staffing levels. Normally attrition works out the staffing issues as some individuals decide to relocate on their own and others may retire. It would be key to the success of the possible merger that our most important resource, staff, be protected and no loss of jobs occur.

Diane advised she would keep the Executive Committee informed of any further discussions.

There being no further business or comments the meeting was adjourned.

Respectfully submitted,



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

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
April 23, 2015

Note: These are meeting notes – no Minutes approved as there was not a quorum for this meeting.

Members Present

Mary Anderson	Pete Averette
Wayne Aycock	Bob Williford (Alternate for Quon Bridges)
Henry Daniel	Francine Chavis
Sidney Dunston	Zelodis Jay
Jennifer Jordan	James O'Geary
Gary Plummer	Bryan Pfohl
Barry Richardson	Joe Shearon
Danny Wright	

COG Staff:

Diane Cox
Rob TeCarr
Rhonda Smith
Vincent Gilreath
Will Brooks
Donna Lee
Gina Parham

Others:

Ruth Nance – Middleburg
Harry Mills – Granville EDC
Stuart Litvin – Vance EDC
Jim Wrenn

WELCOME AND INVOCATION

In the absence of our Chairman Elic Senter and Vice Chairman Tommy Hester, Treasurer Barry Richardson welcomed everyone and advised of an Agenda change in order to have our invocation and dinner followed by our business session. He then asked Board Member, Sidney Dunston to provide our invocation prior to dinner.

After dinner, the group moved to the Board Room for the meeting. After confirming there was not a quorum, members were informed that no business could be voted on this evening. Treasurer, Barry Richardson asked members if they wished to end the meeting or to stay and hear the presentations.

Members agreed to stay and welcomed guests this evening and new COG staff Finance Director, Rob TeCarr.

FINANCE REPORT

Finance Director, Rob TeCarr presented the Finance Report ending March 31, 2015 that had been emailed to members prior to the meeting. He advised that the report is pretty straight forward and

had been reviewed by Danny Wright, Chairman of the Finance Committee. He offered to answer any questions.

(Insert Finance Report Here)

BUDGET AMENDMENTS

Finance Director, Rob TeCarr presented Budget Amendments for Fund 10 General Fund and Fund 11 Aging. Rob advised that both budget amendments for Fund 10 were for Scattered Site projects that were being closed out. In Fund 11 amendments were for legal services, an adjustment for HCCBG revenue and an adjustment due to decrease of funding for Franklin County as a result of the Franklinton Senior Center losing their Certification of Excellence.

Aging Director, Rhonda Smith interjected that staff is pretty confident that they will be re-certified again soon. They believe the loss of certification was due to the Franklinton Center not having a full time director for a period of time.

(Insert Budget Amendments Here)

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, April 23, 2015**

FUND 10 - GENERAL FUND

BUDGET AMENDMENT # 16	A/C #	BUDGET	CHANGE	REQUESTED
WARREN CO SS CDBG	7720			
EXPENDITURES				
Salary - CDBG Planner	181	4,166	0	4,166
Contracted Services	200	1,200	6,031	7,231
Travel	314	500	0	500
Fringe Benefits	690	1,431	0	1,431
Indirect Costs	790	2,686	0	2,686
Program Costs	795	1,032	0	1,032
		11,015	6,031	17,046
REVENUES	3475			
Warren Co SS CDBG	185	11,015	6,031	17,046
		11,015	6,031	17,046
This amendment reflects an increase in grant funds received.				
BUDGET AMENDMENT # 17	A/C #	BUDGET	CHANGE	REQUESTED
PERSON CO SS CDBG	7855			
EXPENDITURES				
Salary- CDBG Planner	181	3,407	515	3,922
Contract Services	200	1,000	11,385	12,385
Travel	314	1,250	0	1,250
Fringe Benefits	690	1,170	178	1,348
Indirect Costs	790	2,198	331	2,529
Program Costs	795	843	128	971
		9,868	12,537	22,405
REVENUES	3475			
Person Co SS CDBG	155	9,868	12,537	22,405
		9,868	12,537	22,405
This amendment reflects an increase in grant funds received.				

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
 Thursday, April 23, 2015

FUND 11 - AGING

BUDGET AMENDMENT # 1				
	A/C #	BUDGET	CHANGE	REQUESTED
AGING - LEGAL	5200			
EXPENDITURES				
Legal Services	600	10,450	-1,245	9,205
		10,450	-1,245	9,205
REVENUES				
DOA Legal Services	010	10,450	-1,245	9,205
		10,450	-1,245	9,205
This amendment reflects actual revenue for FY14-15				
BUDGET AMENDMENT # 2				
	A/C #	BUDGET	CHANGE	REQUESTED
AGING - HCCBG	5130			
EXPENDITURES				
Franklin County	601	395,389	48,812	444,201
Granville County	602	379,146	15,214	394,360
Person County	603	330,198	2,482	332,680
Vance County	604	329,791	5,921	335,712
Warren County	605	253,922	15,730	269,652
		1,688,446	88,159	1,776,605
REVENUES				
Franklin County	601	395,389	48,812	444,201
Granville County	602	379,146	15,214	394,360
Person County	603	330,198	2,482	332,680
Vance County	604	329,791	5,921	335,712
Warren County	605	253,922	15,730	269,652
		1,688,446	88,159	1,776,605
This amendment reflects actual revenue for FY14-15				
BUDGET AMENDMENT # 3				
	A/C #	BUDGET	CHANGE	REQUESTED
AGING - SR CTR GEN PURPOSE	5800			
EXPENDITURES				
Franklin County General Purpose	601	23,360	-15,574	7,786
Granville County General Purpose	602	19,466	0	19,466
Person County General Purpose	603	11,680	0	11,680
Vance County General Purpose	604	11,680	0	11,680
Warren County General Purpose	605	11,680	0	11,680
		77,866	-15,574	62,292
REVENUES				
Aging Sr Center General Purpose	010	77,866	-15,574	62,292
		77,866	-15,574	62,292
This amendment reflects a decrease in Franklin Co. grant funding due to loss of certification				

EXECUTIVE DIRECTOR'S REPORT

Diane advised that a detailed Executive Director's Report had been sent out with the meeting notice but she would highlight some of the items in the report.

- A successful STEM Summit was held on Tuesday at VGCC with over 100 attendees. Dr. Sam Houston of the SMT Center addressed the attendees as well as Tom White of NCSU. Also had a very informative presentation from Dr. Spain, Superintendent of Warren County Schools along with the principal, a teacher and a student from the Warren County New Tech High School. They advised that the graduation rate at the New Tech High School is 97%. The school has a lot of focus on Civic Engagement. COG Staff has received great feedback from the event and the committee will continue to be active to review strategies and recommendations provided at the event.
- A successful Economic Development Luncheon event with Chris Chung, President of the NC Economic Development Partnership was held on April 8th at the Henderson Country Club. There were 63 attendees from throughout the region.
- Members of the Kerr-Tar staff and Jimmy Clayton and Danny Wright will be attending the NC Tomorrow Summit in Raleigh on April 27 and 28th.
- Rob TeCarr our new Finance Director started with the COG on April 6th. Rob was previously employed by Town of Hillsborough. He has hit the ground running with budget preparation and we are so very pleased to have him on board.
- The Board's approval on the Audit Contract with Cherry Bekaert was needed. If the approval cannot wait until the May meeting, then a conference call will be scheduled to discuss and approve.
- The AAA has been sharing the Virtual Dementia Tour around the region and recently hosted a tour at the COG office. Staff members from the Henderson Daily Dispatch participated. Since that time there have been two positive articles in the paper about the program. Copies of the articles were in folders for review. Aging staff are available to make presentations out in the communities if anyone is interested.
- Kerr Tar COG worked with Triangle J, Policy Link and PERE to produce the Equitable Growth Profile of the Research Triangle Region which includes Region K in the 13 County study. Committee members that assisted with this process from our region included: Angelena Kearney Dunlap, Alex Fonvielle, Ken Bowman, Kevin Lewis, Harry Mills, Aaron Holland, Mike Ciriello, and Ronnie Goswick. We have received written coverage of the report findings in the Henderson Daily Dispatch, Franklin Times and Raleigh News & Observer. Will Brooks is presenting to the Board later in the meeting and is available to make same presentations to County or Municipal Boards if requested. Will is scheduled to present to the Warren County Board in June.

EQUITABLE GROWTH PROFILE PRESENTATION

Planning Director, Will Brooks advised that Region K had worked with Triangle J on the Equitable Growth Profile once the Grant funds were received to acquire assistance from PolicyLink and PERE

(Program for Environmental and Regional Equity) to produce the report. He further stated that he would provide highlights of the report and that the full report could be found on line at: www.KTPlanning.org or you can contact the COG office to obtain a copy as well.

Some highlights of Will's presentation included:

- Report sources included information from Governmental Agencies, the Census Bureau, The International Monetary Fund, US Bureau of Labor Statistics, Woods & Poole Economics, etc.
- Equity – full inclusion of all residents in the economic, social and political life of the region, regardless of race, ethnicity, age, gender, neighborhood of residence, or other characteristics is essential for the region's prosperity.
- For purpose of this profile, the region was defined as the 13-county area – the regional partnership area.
- Reviewed demographic information in regards to people of color within the region. It was noted that since 1980 the ratio of people of color has risen from 29% to 39%. It was predicted that by 2040 the majority of people in at least 5 counties in the study would be people of color (especially Latinos, Asians, and people of mixed racial backgrounds).
- Region is the fastest growing by age and race.
- Jobs and wages within the region were reviewed and it was identified that there is a racial gap with wages and a shrinking of the middle class wage group.
- Unemployment rates as of December 2014 have varied from 3.6% to 7.9%.
- Racial economic gaps were reviewed across a host of indicators including: employment, wages, poverty, working poor rates, and access to "high-opportunity" occupations. It was noted that people of color fare worse in the Research Triangle labor market than their white counterparts.
- Poverty is deepening in Person, Vance, Moore, Johnston and Lee Counties. Rural counties have much higher poverty rates.
- Unbanked homes (homes without a bank account) showed 1 of 6 in Vance and Warren County fall into this category.
- Other obstacles are: Rent burden, car access, no car and no local transportation.
- Other barriers included low education levels eventhough more of the region's youth are getting high school degrees than in the past which is a positive sign.
- Another obstacle is the number of youth that are not in school and not working. This number continues to grow.

In closing Will advised that interested parties could review 25 Tools that were noted by PolicyLink and they can be found at: www.policylink.net and in addition you may call or email the COG office for a complete copy of this Profile at www.KTPlanning.org

Will also stated that the COG wants to get this information out within our region. There is a need to make people aware of the indicators and he would be willing to make presentations to your local government's board or to any local groups.

Members agreed there were a lot of similarities among the rural counties in this report.

PUBLIC COMMENT AND ANNOUNCEMENTS

Treasurer Barry Richardson asked if there were any comments or announcements at this time.

There being no further business, the meeting ended.

Sincerely,

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

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
May 28, 2015

Members Present

John Alston
Pete Averette
Bob Williford for Quon Bridges
Sidney Dunston
Linda Jordon
Johnny Lunsford
James O'Geary
Bryan Pfohl
Elic Senter
David Smith
Danny Wright
Henry Daniel

Mary Anderson
Wayne Aycock
Jimmy Clayton
Tommy Hester
Jennifer Jordan
Darryl Moss
Gary Plummer
Barry Richardson
Joe Shearon
Michael Williford
Terry Garrison

COG Staff:

Diane Cox
Rob TeCarr
Rhonda Smith
Vincent Gilreath
Will Brooks
Donna Lee
Gina Parham

Others:

Ruth Nance – Middleburg
Jim Wrenn
Linda Worth – Warren County Manager
Ken Bowman – Warren County EDC
Harry Mills – Granville County EDC

Call to Order and Invocation

Chairman Senter called the meeting to order and asked Board Member, James O'Geary to render the invocation prior to dinner. After dinner, Chairman Senter welcomed the Guests this evening.

Approval of Minutes

Chairman Senter asked for the Board's pleasure in regards to the March 26th Executive Committee and COG Board Minutes and Executive Committee Minutes.

Minutes

Motion # 1

Motion was made by Barry Richardson, seconded James O'Geary to approve the Minutes as written. The motion carried unanimously.

NEW BUSINESS

RESOLUTION IN SUPPORT FOR NCRCOG's FORUM GENERAL ASSEMBLY ADVOCACY PRIORITIES

Diane advised that she was requesting approval of the Resolution in Support for NCRCOG's Forum General Assembly Advocacy Priorities. She stated that this Resolution had been developed by the Forum and they were asking for each COG to adopt the resolution of support.

Resolution of Support Motion # 2

Motion was made by Sidney Dunston to approve the Resolution as presented. Joe Shearon seconded the motion. The motion carried unanimously.

Finance Report

Finance Director, Rob TeCarr presented the Finance Reports for March (on yellow paper) and April 2015 (on green paper) for approval. He further stated there were no surprises on either report and asked for any questions.

(COPY IN FINANCE REPORT HERE)

KERR-TAR COUNCIL OF GOVERNMENTS

March 31, 2015

GENERAL FUND - 01	BUDGET	YTD EXPEND	BALANCE	EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS		TOTAL REVENUES	GAIN/(LOSS)
							LOCAL MATCH	REVENUES		
KTRBDC	\$ 53,000	\$ 39,326	\$ 13,674	\$ -	\$ 25,741	\$ 13,585	\$ -	\$ -	\$ 39,326	\$ -
LEDA Planning	\$ 121,875	\$ 88,999	\$ 32,876	\$ -	\$ 43,875	\$ 16,167	\$ 28,958	\$ -	\$ 88,999	\$ -
Revolving Loan Fund	\$ 17,697	\$ 6,524	\$ 11,173	\$ -	\$ 1,471	\$ 5,053	\$ -	\$ -	\$ 6,524	\$ -
Micro Loan Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NC Tomorrow - CDBG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Henderson Parks & Rec	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Middleburg USDA	\$ 71,637	\$ 62,046	\$ 9,591	\$ (0)	\$ 71,637	\$ 505	\$ 128	\$ -	\$ 71,637	\$ 9,591
Middleburg Vance County Grant Funds	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000	\$ -
Middleburg Vance County Loan Funds	\$ 24,000	\$ 20,998	\$ 3,002	\$ -	\$ 24,000	\$ -	\$ -	\$ -	\$ 24,000	\$ 3,002
Kanaw Transportation	\$ 121,031	\$ 61,622	\$ 59,409	\$ -	\$ 43,273	\$ 6,024	\$ 12,724	\$ -	\$ 61,622	\$ -
Bike Ped Path Plan	\$ 65,116	\$ 47,129	\$ 17,987	\$ -	\$ 30,793	\$ 16,336	\$ -	\$ -	\$ 47,129	\$ -
CFAT	\$ 25,000	\$ 18,409	\$ 6,591	\$ -	\$ -	\$ 9,557	\$ 8,852	\$ -	\$ 18,409	\$ -
Mobility Manager	\$ 95,978	\$ 53,906	\$ 42,072	\$ -	\$ 60,994	\$ 509	\$ -	\$ -	\$ 60,994	\$ 7,088
Burn Zoning	\$ 5,000	\$ 1,293	\$ 3,707	\$ -	\$ 784	\$ -	\$ -	\$ -	\$ 1,293	\$ -
Hazard Mitigation- Person Co	\$ 8,000	\$ 8,237	\$ (237)	\$ -	\$ 7,000	\$ 1,237	\$ -	\$ -	\$ 8,237	\$ -
Aging - Planning & Admin.	\$ 182,291	\$ 118,205	\$ 64,086	\$ -	\$ 78,021	\$ 24,693	\$ 15,491	\$ -	\$ 118,205	\$ -
Aging - Outreach	\$ 101,073	\$ 79,164	\$ 21,909	\$ -	\$ 63,550	\$ 7,916	\$ 7,698	\$ -	\$ 79,164	\$ -
Aging - Elder Abuse	\$ 4,653	\$ 3,040	\$ 1,613	\$ -	\$ 2,558	\$ 304	\$ 178	\$ -	\$ 3,040	\$ -
Aging - Evidence Based	\$ 20,490	\$ 10,137	\$ 10,353	\$ -	\$ 8,045	\$ 1,014	\$ 1,078	\$ -	\$ 10,137	\$ -
Aging - AAA Admin	\$ 48,263	\$ 32,352	\$ 15,911	\$ -	\$ 31,839	\$ 513	\$ -	\$ -	\$ 32,352	\$ -
Aging - Medicare SHIP	\$ 5,000	\$ 3,589	\$ 1,411	\$ -	\$ 3,500	\$ 89	\$ -	\$ -	\$ 3,589	\$ -
Aging - MHPA	\$ 26,862	\$ 24,391	\$ 2,471	\$ -	\$ 5,590	\$ 18,802	\$ -	\$ -	\$ 24,391	\$ -
Aging - Caregiver I	\$ 84,909	\$ 67,219	\$ 17,690	\$ -	\$ 59,164	\$ 8,055	\$ -	\$ -	\$ 67,219	\$ -
Aging - NC DOT Project	\$ 300,000	\$ 251,249	\$ 48,751	\$ -	\$ 222,263	\$ 28,986	\$ -	\$ -	\$ 251,249	\$ -
Aging - LCA	\$ 30,000	\$ 24,278	\$ 5,722	\$ -	\$ -	\$ 24,278	\$ -	\$ -	\$ 24,278	\$ -
Aging - CATCH Community Services	\$ 10,000	\$ 6,831	\$ 3,169	\$ -	\$ 5,518	\$ 1,314	\$ -	\$ -	\$ 6,831	\$ -
Aging - Triangle North Healthcare Foundation	\$ 832	\$ 832	\$ 0	\$ -	\$ -	\$ 832	\$ -	\$ -	\$ 832	\$ -
Aging - Senior Games	\$ 7,500	\$ 2,271	\$ 5,229	\$ -	\$ 3,904	\$ -	\$ -	\$ -	\$ 3,904	\$ 1,633
WIA Adult Program	\$ 110,811	\$ 87,935	\$ 22,876	\$ -	\$ 76,266	\$ 11,670	\$ -	\$ -	\$ 87,935	\$ -
WIA Youth Program	\$ 96,088	\$ 53,239	\$ 42,849	\$ -	\$ 45,586	\$ 7,653	\$ -	\$ -	\$ 53,239	\$ -
WIA Disloc Work Prog	\$ 161,977	\$ 100,904	\$ 61,073	\$ -	\$ 58,702	\$ 42,202	\$ -	\$ -	\$ 100,904	\$ -
WIA Admin	\$ 200,090	\$ 150,060	\$ 50,030	\$ -	\$ 134,654	\$ 15,406	\$ -	\$ -	\$ 150,060	\$ -
WIA NEG OJT	\$ 2,000	\$ 59	\$ 1,941	\$ -	\$ -	\$ 59	\$ -	\$ -	\$ 59	\$ -
Granville Co. SS CDBG	\$ 17,800	\$ 5,748	\$ 12,052	\$ -	\$ 5,608	\$ 140	\$ -	\$ -	\$ 5,748	\$ -
Granville Co. SS CDBG	\$ 162,711	\$ 2,100	\$ 160,611	\$ -	\$ -	\$ 2,100	\$ -	\$ -	\$ 2,100	\$ -
Vance Co. SS CDBG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vance Co. SS CDBG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vance Co. SS CDBG	\$ 15,000	\$ 12,247	\$ 2,753	\$ -	\$ 11,841	\$ 405	\$ -	\$ -	\$ 12,247	\$ -
Vance Co. NSIP	\$ 11,015	\$ 12,016	\$ (1,001)	\$ -	\$ 17,045	\$ -	\$ -	\$ -	\$ 17,045	\$ 5,029
Warren Co. SS CDBG	\$ 9,868	\$ 12,724	\$ (2,856)	\$ -	\$ 22,404	\$ -	\$ -	\$ -	\$ 22,404	\$ 9,680
Person Co. CDBG SS	\$ -	\$ 1,581	\$ 168,419	\$ -	\$ -	\$ 1,581	\$ -	\$ -	\$ 1,581	\$ -
Knoxboro SS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 2,433,200	\$ 1,516,296	\$ 916,904	\$ -	\$ 1,210,626	\$ 266,986	\$ 74,706	\$ 1,552,318	\$ 36,022	\$ -

	BUDGET	YTD EXPEND	BALANCE	EXPENDED %	ASSESSMENTS			TOTAL REVENUES	GAIN/(LOSS)
					REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ALLOCATED LOCAL MATCH		
AGING FUND-FUND 11									
Aging - Block Grant	\$ 1,688,446	\$ 1,093,781	\$ 594,665		\$ 1,090,835	\$ -	\$ 1,090,835	(2,946)	
Aging - Legal	\$ 10,450	\$ 7,612	\$ 2,838		\$ 7,612	\$ -	\$ 7,612	-	
Aging - Sr Cit Gun Purrp	\$ 77,866	\$ 4,500	\$ 73,366		\$ 4,500	\$ -	\$ 4,500	-	
Aging - Fans	\$ 3,050	\$ -	\$ 3,050		\$ -	\$ -	\$ -	-	
Aging - Caregiver	\$ 53,000	\$ 27,100	\$ 25,900		\$ 30,046	\$ -	\$ 30,046	2,946	
TOTAL	\$ 1,832,812	\$ 1,132,993	\$ 699,819	62%	\$ 1,132,993	\$ -	\$ 1,132,993	-	
WORKFORCE - FUND 13									
WIA Adult Program	\$ 440,000	\$ 332,515	\$ 107,485		\$ 332,515	\$ -	\$ 332,515	(0)	
WIA Adult TTA's	\$ 75,000	\$ -	\$ 75,000		\$ -	\$ -	\$ -	-	
WIA Youth Program	\$ 484,100	\$ 326,788	\$ 157,312		\$ 309,879	\$ 16,909	\$ 326,788	0	
WIA Disabce Work Prog	\$ 471,000	\$ 313,103	\$ 157,897		\$ 313,103	\$ -	\$ 313,103	-	
WIA Disabce Work TTA's	\$ 150,000	\$ -	\$ 150,000		\$ -	\$ -	\$ -	-	
WIA NEG-OUT	\$ 195,000	\$ 22,991	\$ 172,009		\$ 22,991	\$ 2,125	\$ 25,116	2,126	
TOTAL	\$ 1,815,100	\$ 995,397	\$ 819,703	55%	\$ 978,488	\$ 19,035	\$ 997,522	2,125	
MICRO-LOAN - FUND 15									
Loans	\$ 27,000	\$ -	\$ 27,000		\$ -	\$ -	\$ -	-	
TOTAL	\$ 27,000	\$ -	\$ 27,000	0%	\$ -	\$ -	\$ -	-	
REVOLVING LOAN - FUND 20									
Loans	\$ 17,697	\$ 6,524	\$ 11,173		\$ 6,524	\$ -	\$ 6,524	-	
TOTAL	\$ 17,697	\$ 6,524	\$ 11,173	0%	\$ 6,524	\$ -	\$ 6,524	-	
REVOLVING LOAN - GREEN JOBS - FUND 21									
Loans	\$ 750	\$ 1,043	\$ (293)		\$ 1,043	\$ -	\$ 1,043	-	
TOTAL	\$ 750	\$ 1,043	\$ (293)	0%	\$ 1,043	\$ -	\$ 1,043	-	
ALL TOTALS	\$ 6,126,559	\$ 3,652,252	\$ 2,474,307	60%	\$ 3,329,673	\$ 286,020	\$ 3,690,400	\$ 38,147	
CASH BALANCES									
GENERAL FUND			\$ 57,527						
AGING FUND			(200)						
WIA FUND			46,185						
MICRO LOAN FUND			22,947						
REVOLVING LOAN FUND			532,506						
GREEN JOBS RLF LOAN FUND			5,585						
TOTALS			\$ 664,549						

[Signature]
ROB TICCARRI, FINANCE DIRECTOR

KERR-TAR COUNCIL OF GOVERNMENTS

	BUDGET	YTD		BALANCE	EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS		TOTAL REVENUES	GAIN/(LOSS)
		EXPEND	BALANCE					LOCAL MATCH	ALLOCATED		
GENERAL FUND-10											
KTRIEDC	\$ 53,000	\$ 43,840	\$ 9,160	\$ 38,978	\$ 4,862	\$ 25,312	\$ 28,958	\$ 43,840	\$ -	\$ 98,144	\$ -
EDA Planning	\$ 121,875	\$ 98,144	\$ 23,731	\$ 43,875	\$ 8,584	\$ 1,472	\$ -	\$ 10,055	\$ -	\$ 17,045	\$ 5,029
Revolving Loan Fund	\$ 17,697	\$ 10,055	\$ 7,642	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,581	\$ -
Micro Loan Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NC Tomorrow-CDBG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Henderson Parks & Rec	\$ 633	\$ 633	\$ (0)	\$ (0)	\$ 505	\$ -	\$ 128	\$ 633	\$ -	\$ 71,637	\$ 9,591
Middleburg USDA	\$ 71,637	\$ 62,046	\$ 9,591	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 24,000	\$ 1,952
Middleburg Vance County Grant Funds	\$ 45,000	\$ 22,048	\$ 1,952	\$ 24,000	\$ -	\$ -	\$ -	\$ 24,000	\$ -	\$ 72,964	\$ -
Middleburg Vance County Loan Funds	\$ 24,000	\$ 72,964	\$ 48,067	\$ 56,803	\$ 1,568	\$ 19,015	\$ 14,593	\$ 49,808	\$ -	\$ 20,005	\$ -
Kerr Transportation	\$ 121,031	\$ 49,808	\$ 15,309	\$ 30,793	\$ (0)	\$ 11,153	\$ 8,852	\$ 61,382	\$ -	\$ 34,596	\$ -
Duke Peck Path Plan	\$ 65,116	\$ 20,005	\$ 4,995	\$ 60,994	\$ 784	\$ -	\$ -	\$ 784	\$ -	\$ 8,000	\$ -
CPAT	\$ 25,000	\$ 61,382	\$ 34,596	\$ 7,000	\$ 1,000	\$ 27,179	\$ 9,413	\$ 136,103	\$ -	\$ 87,777	\$ -
Mobility Manager	\$ 95,978	\$ 1,531	\$ 3,469	\$ 93,512	\$ 8,778	\$ 332	\$ 248	\$ 12,517	\$ -	\$ 25,055	\$ -
Brown Zoning	\$ 5,000	\$ 8,000	\$ -	\$ 7,248	\$ 1,252	\$ 4,345	\$ 305	\$ 3,805	\$ -	\$ 75,358	\$ -
Lizard Mitigation- Person Co	\$ 8,000	\$ 8,000	\$ -	\$ 5,500	\$ 18,945	\$ 7,256	\$ 10,086	\$ 25,055	\$ -	\$ 2,063	\$ -
Aging - Planning & Admin.	\$ 182,291	\$ 130,103	\$ 52,188	\$ 71,248	\$ 8,778	\$ 332	\$ 248	\$ 12,517	\$ -	\$ 36,697	\$ -
Aging - Ombudsman	\$ 101,073	\$ 87,777	\$ 13,296	\$ 2,737	\$ 9,122	\$ 1,252	\$ 4,345	\$ 3,500	\$ -	\$ 24,535	\$ -
Aging - Elder Abuse	\$ 4,653	\$ 3,317	\$ 1,336	\$ 68,102	\$ 7,256	\$ 10,086	\$ 25,055	\$ 7,580	\$ -	\$ 832	\$ 1,618
Aging - Evidence Based	\$ 20,490	\$ 12,517	\$ 7,973	\$ 32,352	\$ 4,345	\$ 305	\$ 305	\$ 3,966	\$ -	\$ 101,427	\$ -
Aging - AAA Admin	\$ 48,263	\$ 36,697	\$ 11,566	\$ 3,500	\$ 18,945	\$ 7,256	\$ 10,086	\$ 25,055	\$ -	\$ 59,288	\$ -
Aging - Medicare SIIHP	\$ 5,000	\$ 3,805	\$ 1,195	\$ 5,500	\$ 18,945	\$ 7,256	\$ 10,086	\$ 25,055	\$ -	\$ 112,289	\$ -
Aging - MHPA	\$ 26,862	\$ 24,535	\$ 2,327	\$ 68,102	\$ 7,256	\$ 10,086	\$ 25,055	\$ 7,580	\$ -	\$ 166,917	\$ -
Aging - Caregiver I	\$ 84,909	\$ 75,358	\$ 9,551	\$ 279,467	\$ 10,086	\$ 25,055	\$ 2,063	\$ 7,580	\$ -	\$ 59	\$ -
Aging - NC DOT Project	\$ 300,000	\$ 289,553	\$ 10,447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,481	\$ -
Aging - LCA	\$ 30,000	\$ 25,055	\$ 4,945	\$ 5,518	\$ 2,063	\$ -	\$ -	\$ -	\$ -	\$ 2,100	\$ -
Aging - CATCH Community Services	\$ 10,000	\$ 7,580	\$ 2,420	\$ -	\$ 832	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Aging - Triangle North Healthcare Foundation	\$ 832	\$ 832	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Aging - Senior Games	\$ 7,500	\$ 2,348	\$ 5,152	\$ 3,966	\$ -	\$ -	\$ -	\$ 3,966	\$ -	\$ -	\$ -
WIA Adult Program	\$ 110,811	\$ 101,427	\$ 9,384	\$ 87,967	\$ 13,461	\$ 5,931	\$ 59,288	\$ 101,427	\$ -	\$ 17,045	\$ -
WIA Youth Program	\$ 96,088	\$ 59,288	\$ 36,800	\$ 53,357	\$ 37,565	\$ 16,856	\$ 166,917	\$ 59	\$ -	\$ 22,404	\$ 9,680
WIA Distric Work Prog	\$ 161,977	\$ 112,289	\$ 49,688	\$ 74,724	\$ 37,565	\$ 16,856	\$ 166,917	\$ 59	\$ -	\$ 1,581	\$ -
WIA Admin	\$ 200,089	\$ 166,917	\$ 33,172	\$ 150,060	\$ (0)	\$ (0)	\$ -	\$ -	\$ -	\$ 8,613	\$ -
WIA NEG OT	\$ 2,000	\$ 59	\$ 1,941	\$ (0)	\$ 59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Granville Co. SS CDBG	\$ 17,800	\$ 6,481	\$ 11,319	\$ 5,608	\$ 873	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Granville Co. SFR	\$ 162,711	\$ 2,100	\$ 160,611	\$ (0)	\$ 2,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vance Co. SS CDBG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vance Co. SFR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vance Co. NSIP	\$ 15,000	\$ 14,138	\$ 862	\$ 12,247	\$ 1,890	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Warren Co. SS CDBG	\$ 11,015	\$ 12,016	\$ (1,001)	\$ 17,045	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Person Co. CDBG SS	\$ 9,868	\$ 12,724	\$ (2,856)	\$ 22,404	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Koshoro SFR	\$ 170,000	\$ 1,581	\$ 168,419	\$ (0)	\$ 1,581	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ 17	\$ (17)	\$ 8,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 2,433,199	\$ 1,683,971	\$ 749,228	\$ 1,388,475	\$ 259,876	\$ 72,086	\$ 1,720,437	\$ 30,466	\$ -	\$ -	\$ -

	BUDGET	YTD EXPEND	BALANCE	EXPENDED %	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS		TOTAL REVENUES	GAIN/(LOSS)
							LOCAL MATCH	ALLOCATED		
MING FUND-FUND 11										
Aging - Block Grant	\$ 1,688,446	\$ 1,245,297	\$ 443,149		\$ 1,242,351	\$ 2,946		\$ 1,245,297		
Aging - Eight	\$ 10,450	\$ 8,801	\$ 1,649		\$ 8,801			\$ 8,801		
Aging - Sr Cit Gen Pump	\$ 77,866	\$ 5,250	\$ 72,616		\$ 5,250			\$ 5,250		
Aging - Fees	\$ 3,050	\$ -	\$ 3,050		\$ -			\$ -		
Aging - Caregiver	\$ 53,000	\$ 29,624	\$ 23,376		\$ 32,570	\$ (2,946)		\$ 29,624		
TOTAL	\$ 1,832,812	\$ 1,288,972	\$ 543,840	70%	\$ 1,288,972	\$ -		\$ 1,288,972		
WORKFORCE-FUND 12										
WIA Adult Program	\$ 479,000	\$ 361,493	\$ 117,507		\$ 372,578	\$ (11,086)		\$ 361,493		
WIA Adult TEA's	\$ 75,000	\$ -	\$ 75,000		\$ -	\$ (0)		\$ -		
WIA Youth Program	\$ 525,101	\$ 335,729	\$ 189,372		\$ 335,729	\$ (0)		\$ 335,729		
WIA Disadv Work Prog	\$ 471,000	\$ 345,564	\$ 125,436		\$ 362,569	\$ (17,005)		\$ 345,564		
WIA Disadv Work TEA's	\$ 150,000	\$ -	\$ 150,000		\$ -	\$ (0)		\$ -		
WIA N+G-011	\$ 195,000	\$ 29,546	\$ 165,454		\$ 29,546	\$ (0)		\$ 29,546		
TOTAL	\$ 1,895,101	\$ 1,072,332	\$ 822,769	57%	\$ 1,100,422	\$ (28,091)		\$ 1,072,332		
MICROLOAN-FUND 15										
Loans	\$ -	\$ -	\$ -	0%	\$ 18	\$ -		\$ 18		\$ 18
TOTAL	\$ -	\$ -	\$ -	0%	\$ 18	\$ -		\$ 18		\$ 18
REVOLVING LOAN-FUND 20										
Loans	\$ -	\$ 1,645	\$ (1,645)	0%	\$ 266,022	\$ -		\$ 266,022		\$ 46,560
TOTAL	\$ -	\$ 1,645	\$ (1,645)	0%	\$ 266,022	\$ -		\$ 266,022		\$ 46,560
REVOLVING LOAN-GREEN JOBS-FUND 21										
Loans	\$ 750	\$ 1,043	\$ (293)	0%	\$ -	\$ -		\$ -		\$ (1,043)
TOTAL	\$ 750	\$ 1,043	\$ (293)	0%	\$ -	\$ -		\$ -		\$ (1,043)
ALL TOTALS	\$ 6,161,862	\$ 4,047,962	\$ 2,113,900	66%	\$ 4,643,909	\$ 231,786		\$ 4,347,781		\$ 82,001
CASH BALANCES										
GENERAL FUND			\$ 76,119							
AGING FUND			\$ (200)							
WIA FUND			\$ 80,885							
MICRO LOAN FUND			\$ 22,947							
REVOLVING LOAN FUND			\$ 536,280							
GREEN JOBS RLF LOAN FUND			\$ 5,585							
TOTALS			\$ 721,616							

[Signature]
ROB TE CARR / FINANCE DIRECTOR

Finance Report

Motion # 3

Motion was made by Danny Wright to approve the Finance Report as presented. Bryan Pfohl seconded the motion. The motion carried unanimously.

Budget Amendments

INSERT BUDGET AMENDMENTS HERE

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, May 28, 2015**

FUND 10 - GENERAL FUND

BUDGET AMENDMENT # 16	A/C #	BUDGET	CHANGE	REQUESTED
WARREN CO SS CDBG	7720			
EXPENDITURES				
Salary - CDBG Planner	181	4,166	0	4,166
Contracted Services	200	1,200	6,031	7,231
Travel	314	500	0	500
Fringe Benefits	690	1,431	0	1,431
Indirect Costs	790	2,686	0	2,686
Program Costs	795	1,032	0	1,032
		11,015	6,031	17,046
REVENUES				
	3475			
Warren Co SS CDBG	185	11,015	6,031	17,046
		11,015	6,031	17,046
This amendment reflects an increase in grant funds received.				
BUDGET AMENDMENT # 17	A/C #	BUDGET	CHANGE	REQUESTED
PERSON CO SS CDBG	7855			
EXPENDITURES				
Salary- CDBG Planner	181	3,407	515	3,922
Contract Services	200	1,000	11,385	12,385
Travel	314	1,250	0	1,250
Fringe Benefits	690	1,170	178	1,348
Indirect Costs	790	2,198	331	2,529
Program Costs	795	843	128	971
		9,868	12,537	22,405
REVENUES				
	3475			
Person Co SS CDBG	155	9,868	12,537	22,405
		9,868	12,537	22,405
This amendment reflects an increase in grant funds received.				

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, May 28, 2015

FUND 11 - AGING

BUDGET AMENDMENT # 1				
	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
AGING - LEGAL	5200			
EXPENDITURES				
Legal Services	600	10,450	-1,245	9,205
		10,450	-1,245	9,205
REVENUES				
DOA Legal Services	010	10,450	-1,245	9,205
		10,450	-1,245	9,205
This amendment reflects actual revenue for FY14-15				
BUDGET AMENDMENT # 2				
	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
AGING - HCCBG	5130			
EXPENDITURES				
Franklin County	601	395,389	48,812	444,201
Granville County	602	379,146	15,214	394,360
Person County	603	330,198	-7,338	322,860
Vance County	604	329,791	5,921	335,712
Warren County	605	253,922	15,730	269,652
		1,688,446	78,339	1,766,785
REVENUES				
Franklin County	601	395,389	48,812	444,201
Granville County	602	379,146	15,214	394,360
Person County	603	330,198	-7,518	322,680
Vance County	604	329,791	5,921	335,712
Warren County	605	253,922	15,730	269,652
		1,688,446	78,159	1,766,605
This amendment reflects actual revenue for FY14-15				
BUDGET AMENDMENT # 3				
	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
AGING - SR CTR GEN PURPOSE	5800			
EXPENDITURES				
Franklin County General Purpose	601	23,360	-15,574	7,786
Granville County General Purpose	602	19,466	0	19,466
Person County General Purpose	603	11,680	0	11,680
Vance County General Purpose	604	11,680	0	11,680
Warren County General Purpose	605	11,680	0	11,680
		77,866	-15,574	62,292
REVENUES				
Aging Sr Center General Purpose	010	77,866	-15,574	62,292
		77,866	-15,574	62,292
This amendment reflects a decrease in Franklin Co. grant funding due to loss of certification				

Finance Director Rob TeCarr presented Budget Amendments and advised there are really no changes from last month. He stated that adjustments in Fund 10 were due to some increased funding for the scattered site projects. In Fund 11, Rob stated there were some changes due to change of legal aide service in counties, as well as actual HCCBG revenue by County and lastly a change due to the loss of Certification in Franklin County caused a decrease of funding.

Aging Director, Rhonda Smith stated the Senior Center would be re-evaluated the week of June 12th and it is expected they will regain their certification.

Budget Amendments

Motion # 4

Motion was made by Pete Averette to accept the Budget Amendments as presented. Jimmy Claytor seconded the motion and the motion carried unanimously.

Audit Contract

Rob advised that the Audit Contract with Cherry Bekaert needed the Board's approval in order to complete the COG audit for FY 2014/2015. The cost is \$27,000 as approved by the Board when the COG changed audit firms. This will be the third year with Cherry Bekaert.

Audit Contract Approval

Motion #5

Motion was made by James O'Geary to approve the audit contract with Cherry Bekaert. Sidney Dunston seconded the motion. The motion carried unanimously.

NCACC Insurance Renewals

Finance Director, Rob TeCarr advised it is time to renew the Annual Risk Management Insurance policies with the NCACC. He discussed the small change of premium amounts with the Board.

NCACC Risk Management Policies

Motion # 6

Motion was made by Pete Averette to approve the annual renewal of Risk Management Policies with the NCACC. James O'Geary seconded the motion. The motion carried unanimously.

YouthBuild Grant Application

Youth Program Coordinator, Ben Foti advised that he was in the process of pursuing a YouthBuild Grant and that this could be a very important program for the COG and the region. Ben shared a handout with Board Members which gave important information and the website link www.YouthBuild.org.

Highlights of Ben's update included:

- Program will use positive energy of low-income adults ages 16-24 who are neither in school or employed to rebuild our communities and their lives.
- Program allows youth to work toward their GED or high school diploma while learning job (occupational) skills by building/rehabbing affordable housing in their communities
- Emphasis is being placed on leadership development and employment skills attainment
- The City of Henderson has been approached about donating foreclosed properties to the COG to use for the project
- Youth would be able to rehab the house with supervision by certified contractor
- Ben has been successful in obtaining donated materials for project
- So far \$114,000 for has been committed to the project

Statement of need statistics from City of Henderson/Vance County:

- Ages 16-24 39.5% unemployed
- 4% dropout from Vance County middle school and high school
- 35.5% currently live below poverty level
- 58% of Vance county residents live paycheck to paycheck

Partners in this process:

- City of Henderson
- Kerr-Tar Workforce Development Board
- Technical Research & Community Inc.
- Rebuilding Hope
- Franklin County EDC
- Builders Discount
- Certainteed
- Franklin County Businesses
- Private Investment

EXECUTIVE DIRECTOR'S REPORT

Executive Director Diane Cox asked members to review the information previously sent out in her Executive Director Report.

Highlights from Diane this evening included:

Aging Program:

- 270 Seniors registered for Region K Senior Games
- 227 Gold Medals, 112 Silver and 71 Bronze Medals were awarded
- Sponsors were: Walgreens, Shearin's Tire, Becky Davis of Vance County Farm Bureau, Friends of the Person County Senior Center.
- Largest sponsor was seniors themselves by raising \$823 with a raffle ticket fund raiser

Steering Committee Members:

- Melissa Catlett
- Tara Goolsby and Christy Southall of Franklin County
- Angela Wright and Julie Brockman – Franklin County
- Kim Morgan – Person County
- Susan Tucker, Julie Allred and Crystal Allen – Vance County
- Danetta McKnight and Charles Jefferson – Warren County
- Sheila Brown, Kim Hawkins and Rhonda Smith – KT COG staff

2015 Ambassadors

- Christine Green and Ilean Mattocks- Franklin County
- Ellen Jenkins, Nancy Cardin and Phyllis Russell – Granville County
- Leavia Reed and Susan Naylor – Person County
- Beatrice Walker – Vance County
- Deanie Carter and Sylvia Starks – Warren County

Diane also shared a Public Outreach Notice regarding three meetings that are set to discuss Franklin County Aging Plan for senior services. She stated this notice would also be shared with Franklin County local government offices.

Participated at the Region's Emerging Issues Forum Leadership Forum last week. Members are currently working on theme for next year's Emerging Issues Forum.

As a result of the Equitable Growth Profile Summary, which was presented to the Board in April, a local group of female leaders in Vance County has been formed to further review the profile and work on solutions to address some of the items specific to Vance County. The group was spearheaded by local volunteer Michelle Burgess. Members of the group include: Dr. Stelfanie Williams of VGCC, Tanya Evans of Duke Energy, Rondi Furgason of CenturyLink, local realtor Stephanie Hoyle, Kim Jordan of CCB, Granville-Vance Health Department Director Lisa Harrison, Nancy Wykle with the Henderson Dispatch and other local volunteers. NC Dept. Of Commerce Assistance Secretary Pat Mitchell will meet with the group in July.

Workforce Development Update:

During the recent monitoring of the Workforce Development Program, the State Department of Commerce/Division of Workforce Solutions discovered some discrepancies in reimbursement requests for disallowed costs with GMSI, the current contractor for Adult and Dislocated Worker Services. The discrepancy involved a required repayment of \$13,802.20 to the State. The contractor

was notified of the required repayment and has reimbursed the COG for those funds. New oversight procedures and corrective action plans are in force to resolve the problem.

KERR TAR REGIONAL COUNCIL OF GOVERNMENTS
EXECUTIVE DIRECTOR'S REPORT
April 23-May 22, 2015

Executive Director Activities:

I will be attending a workshop organized by the NADO Research Foundation and the International Economic Development Council in Washington, DC from May 19-21, 2015. The workshop entitled "Making Resilience the New Normal" will bring together local and federal leaders to discuss how we can work together to accomplish better resilience on the ground.

COG staff members and I attended the NC Tomorrow Summit in Raleigh on April 27-28. The Summit offered best practices, case studies and skill-building workshops based on strategies in the 2014 NC Tomorrow Report: North Carolina Regional and Statewide Strategies for Comprehensive Community and Economic Development. Also attending from our region were Jimmy Clayton, Danny Wright, Stelfanie Williams, Stuart Litvin and Ken Bowman.

Attended a presentation by State Budget Director Lee Roberts regarding Governor McCrory's **Connect NC** Bond Proposal. Local projects in the bond package include:

- Widening a stretch of U.S. 401 in Franklin County from two lanes to a four-lane divided highway
- Building abatement and demolition at John Umstead in Granville County
- Buffer zones at Camp Butner in Granville County
- Improving Kerr Lake recreation areas in Vance County and Warren County
- Various paving projects throughout the region.

Workforce Development Program Activities:

Youth Build Update—Ben Foti has been working with a consultant to apply for a DOL Youth Build grant due June 5th. He has a meeting with city of Henderson officials on Tuesday, May 19th in order to request a donation of abandoned house(s) as a donation to count towards the 25% match requirement.

State Planning Season—Vincent has been working on finalizing procurement and is now working on the Annual State Plan. Because of WIOA implementation all documents must be redone that reference the Workforce Investment Act and OMB Circular 122.

Workforce Development has on-the-job training grants available to local businesses. If you know of businesses that may benefit from these grant programs, please have them contact Lou Grillo at lgrillo@kerrtarcoq.org

OJT Referrals – Business Services Representative Lou Grill has made two referrals to the Career Center for OJT placements in Granville County.

Area Agency on Aging Program Activities:

OLDER AMERICANS MONTH 2015 (MAY): "GET INTO THE ACT" BY HONORING OLDER ADULTS!

Regional Elder Abuse Walk will be held in Person County on June 2, 2015. All are invited to attend. Registration will begin at 9:30 am, with opening ceremonies beginning at 10:15 am in the Gym. Guest Speaker will be Renae Minor from the NC Department of Aging / Adult Protective Services. The walk will begin at 10:45 am and end at 11:30am with closing ceremonies following. In addition to walking, participants will be able to meet with Aging Services professionals, collect info from agencies and community booths and meet seniors from across Region K. Participation is FREE and all participants will receive a goodie bag.

Aging staff has assisted with SCOPE tool and documentation for both Senior Centers in Franklin County. This direct hand-own approach is in hopes of regaining Senior Centers of Excellence which has a considerable funding effect for Franklin County.

Home and Community Block Grant funding for FY 2015-2016 allocations has been sent to counties. All planning meetings have been held in each county.

HCCBG Funding for 2015-2016:	Family Caregiver Funding for 2015-2016
Franklin: \$444,672	Franklin: \$5,000
Granville: \$394,963	Granville: \$11,000
Person: \$296,241	Person: \$8,000
Vance: \$335,946	Vance: \$11,000
Warren: \$270,443	Warren: \$11,000

August 4, 2015 we will be holding Love Thy Neighbor: Cultural Health Summit at Vance Granville Civic Center. Lunch will be provided courtesy of Vance Granville Community College 50+ Initiative. Guest Speakers include: Dr. Terri Phoenix- UNC- Chapel Hill – Aging LGBT Issues; Dr. Eleanor Krassen-Covan- UNC- Wilmington- Aging Veteran Issues; Dr. Shannon Mathews – Winston Salem State University – Mental Illness and Minority Aging Issues; Dr. Reverend Peter Thomas - Faith and Psychological Development for Senior's with Focus on Jewish, Christian and Non-Believers; and Mary Schermerhorn – Division of Services for Deaf and Hard of Hearing- Issues in Aging for Deaf and Hard of Hearing

October 15, 2015 we will be holding our Alzheimer's Conference along with Mobile Health Screenings Day at Vance Granville Civic Center. Health Screenings will include: UNC Health Mobile Mammogram Bus, Lions Club Mobile Vision Screenings, and Baptist Men's Medical and Dental Bus Ministry.

Planning Department Activities:

Kerr-Tar COG will host a regional workshop for planning boards, zoning board of adjustments and historic/appearance commissions on June 18th 8:30 to 12:30 at Oxford Thornton Library. Planning and Development Services staff and citizen board members from Region K communities will have an opportunity to hear from presenters on the make-up of planning related boards and the rules and procedures that accompany different types of development decisions. Local governing board members are also encouraged to attend. Please contact Will Brooks to register by June 12th.

The National Center for Mobility Management (NCMM) – Healthcare Access Mobility Design Challenge results have been delayed. The Federal Transit Administration replied that the ideas generated through the application process that they plan to fund 8 additional grants for a total of 16 grants. Awards are expected to be announced in early summer.

The draft Lakes District Bike Plan is complete and available online at the NCLD website. <http://www.nclakesdistrict.com/>. A steering committee meeting held in early May advised on plan adjustments and the review process for the next few weeks. The plan is expected to be finalized in early summer and promoted around the region throughout the summer.

Regional Planner Ann Stroobant has been involved with coordinating and promoting the 3rd Annual Eastern NC Sustainability Summit held in Tarboro on May 15th.

The Kerr Tar COG offers a number of additional services for member governments. If you need any of the following, please check with the COG first:

- Special studies ;
- Surveys (citizen, special issue, employee, P&R);
- Various types of plans (P&R, revitalization, redevelopment, business development, etc.);
- Visualization Services and Graphic Design, Mapping Services
- Grant Writing and Administration

- Training and Staffing for Planning Board and Board of Adjustments, Zoning Ordinance Administration and Enforcement
- Meeting Facilitation
- Demographic and Labor Market Data

2015-2016 Budget Presentation

Diane advised that earlier this evening, the Executive Committee had reviewed a proposed budget for FY 2015-2016 for the COG and they recommended presentation to the Board of Directors for approval.

She stated that the following programs would be continued next year:

- Economic Development Administration
- Kerr-Tar Regional Economic Development Corporation
- Workforce Innovation Opportunity Act
- Aging
- Revolving Loan Fund
- Community Development
- Planning and Technical Assistance
- Region K Community Assistance Corporation and
- Rural Transportation Planning

Major changes in the proposed budget would include:

- Staff salary increases of 2% for COLA and 1% 401K
- Elimination of receptionist position which is currently vacant. Receptionist duties are being performed by a Title V-Senior Community Service Employment Program worker. (This is of no cost to COG and is paid with Federal funds.)
- Fringe Benefits Rate recommended is 37.8022% and includes FICA, group insurance, retirement, 401K contributions, unemployment, and retiree benefits. (Have about 7% increase in insurance rates. Medical coverage currently with United Healthcare with Laymon Agency and Dental/Vision is with the NCLM)
- The Indirect Cost Rate recommended for FY 2015/2016 is approximately 47.4360% for Administrative Indirect and 18.7016% for Programmatic Indirect. (Indirect Cost Rate is calculated with a formula that was provided by EDA)
- Member dues increased to 59 cents per capita for FY 2015/2016. Per capita amounts are calculated based upon Census figures released in March, 2011.
- Fund balance proposed to balance the FY 2015/2016 budget is zero.

Diane then turned the presentation over to Rob to go over the budget in more detail.

Finance Director, Rob TeCarr had the following highlights for the presentation of the 2015-2016 FY Budget:

- Sources of revenue are Federal and State funds
- Budget requested is \$5,961,093

- Local government dues (assessments) were increased to 59 cents per capita (These funds are used strictly for matching grant funds)
- General Fund Revenues were reviewed by Program by line
- Miscellaneous revenue funds come from Administrative Service fee from CAC
- Reviewed Other Funds revenue by Program
- Sources of Revenue by Percentage: 70% Federal, 25% State and 8% Local
- Expenditures by Program: 46% Aging, 40% Workforce, 7% Planning, 1% RLF and 6% CDBG
- Indirect Cost Plan increased approximately 7.9% however other COGs had a 20-25% increase
- Small increase in new indirect rate. 66.1377% for this proposed budget.

Budget

Motion #7

Motion was made by Darryl Moss to approve the budget as presented. Pete Averette seconded the motion. The Motion carried unanimously.

Diane advised the Public Hearing to review the budget will be held at the COG office on Monday, June 22nd at 9:30AM. Board members will be provided with a conference call number to call in for this Public Hearing.

PUBLIC COMMENT AND ANNOUNCEMENTS

Workforce Development Director, Vincent Gilreath advised that the Workforce Investment Act (WIA) program is changing its name to Workforce Innovation Opportunity Act (WIOA). Currently the Workforce Development department has to rewrite their Consortium Agreement with the new wording and each county will need to have this agreement on their June Agenda so that it can be adopted and funding will continue as of July 1st, 2015. The only change in the agreement is the name of the program and these Agreements will be sent out Friday to each County Clerk. Vincent offered to attend the County meeting(s) and make a presentation if needed in order to get the new agreements executed.

Board Member Sidney Dunston took a moment to commend and give recognition to Chairman Senter for his leadership and for the COG staff in their assistance in hosting the regional STEM Summit. Mr. Dunston stated that it was the most informative and exciting workshop that he has ever attended.

Chairman Senter thanked Mr. Dunston for his kind remarks and said that the same message had been relayed to him from County Manager, Angela Harris. He further stated that the group has a report to write up from the notes that were gathered at the STEM Summit and he hopes to have that report presented at the August Board meeting.

Chairman Senter advised that the morning session of the STEM Summit had speakers making presentations regarding STEM education. One speaker was Sam Houston who had previously addressed the COG Board. The afternoon was filled with break out sessions where teams had group conversations in regards to local policy, education, etc.

Executive Director, Diane Cox advised that the COG has received a \$6,000 award from Burroughs Welcome Fund to be used for the STEM initiative.

Mayor Darryl Moss thanked parties that had assisted in the process of getting the City of Creedmoor connected to the SGWSA (South Granville Water and Sewer Authority). The City has now been connected and the residents would see savings in their water utilities due to this change. He also thanked Linda Jordon and David Smith for their efforts to help bring this to reality.

There being no further business, the meeting adjourned.

Sincerely,

A handwritten signature in cursive script, appearing to read "Patricia S. Cox".

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

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Executive Committee
May 28, 2015

MEMBERS PRESENT:

John Alston	Jimmy Clayton
Henry Daniel	Sidney Dunston
Tommy Hester	Linda Jordon
James O'Geary	Bryan Pfohl
Barry Richardson	Elic Senter
Joe Shearon	David Smith
Danny Wright	

COG STAFF PRESENT:

Diane Cox
Rob TeCarr
Gina Parham

OTHERS:

Call to Order

Chairman Senter called the meeting to order and immediately asked for motion to go into Closed Session without COG staff being present.

Closed Session
Motion # 1

Motion was made by Barry Richardson, seconded by Joe Shearon to go into Closed Session without COG staff members. Motion carried unanimously.

COG staff members were asked to join the Executive Committee once they were back in Open Session. Chairman Senter advised that it was the general consensus of the Executive Committee to approve his recommended salary increase to \$87,000 for Executive Director, Diane Cox in the FY 2015/2016 Budget that would be presented tonight.

2015/2016 Budget Presentation

Executive Director, Diane Cox, advised she would review the highlights of the 2015/2016 proposed budget.

She stated that the following programs would be continued next year:

- Economic Development Administration
- Kerr-Tar Regional Economic Development Corporation
- Workforce Innovation Opportunity Act
- Aging
- Revolving Loan Fund

- Community Development
- Planning and Technical Assistance
- Region K Community Assistance Corporation and
- Rural Transportation Planning

Major changes in the proposed budget would include:

- Staff salary increases of 2% for COLA and 1% 401K
- Elimination of receptionist position which is currently vacant. Receptionist duties are being performed by a Title V-Senior Community Service Employment Program worker. (This is of no cost to COG and is paid with Federal funds.)
- Fringe Benefits Rate recommended is 37.8022% and includes FICA, group insurance, retirement, 401K contributions, unemployment, and retiree benefits. (Have about 7% increase in insurance rates. Medical coverage currently with United Healthcare with Laymon Agency and Dental/Vision is with the NCLM)
- The Indirect Cost Rate recommended for FY 2015/2016 is approximately 47.4360% for Administrative Indirect and 18.7016% for Programmatic Indirect. (Indirect Cost Rate is calculated with a formula that was provided by EDA)
- Member dues increased to 59 cents per capita for FY 2015/2016. Per capita amounts are calculated based upon Census figures released in March, 2011.
- Fund balance proposed to balance the FY 2015/2016 budget is zero.

Diane then turned the presentation over to Rob to go over the budget in more detail.

Rob began by reviewing the Indirect Cost Plan. He also explained that the COG has medical coverage with UHC through the Laymon Group and Dental/Vision with NCLM. Advised the fringe rate is a bit higher due to the 7.5% increase and the 1% 401K match.

Change of approximately \$300 from last year's Administrative Indirect Costs and this year's Programmatic Indirect Costs appear to be in line with last year's.

Rob then reviewed the Revenues and Expenditures by fund. He did advise that there is a decrease of approximately \$200,000 in the Planning Program due to Grants that are not renewing or will end soon.

Diane stated we are only budgeting confirmed grants and budget amendments will be prepared and presented as we add any new grants during the year.

Other highlights of Rob's presentation included:

- End of Wraparound project
- Assessments are used only as matching funds for Grants
- Reviewed each program's expenditures
- Reviewed pass thru funds by program
- Reviewed a more detailed breakout of expenditures by Program by line as well as the Program's revenues by line.

After the presentation, some Board Members expressed their concern over the cost of rent the COG is paying and the cost for cleaning services at the office.

Proposed Budget
Motion # 2

Sidney Dunston made a motion to approve and present the Proposed Budget to the Board. This was seconded by James O'Geary. Motioned carried with only one "nay" vote from Barry Richardson.

Discussion then continued in regards to the rent cost the COG currently pays as well as the cost for custodial services at current location.

Chairman Senter suggested that he name a committee of 3 or 4 Board Members to review the situation and possible new locations.

Mayor O'Geary stated that there is a professional building for rent next door to the Baptist Church that would be more space and has a parking lot.

Diane confirmed that there is 6 month out clause in the current rental agreement with Vance County.

Chairman Senter appointed Barry Richardson, Sidney Dunston and Tommy Hester to work on Committee with Diane Cox and Rob TeCarr to review possible new locations for the COG and to report back to the Board in August 2015.


Chairman asked if there was any new business to bring before the Executive Committee and Diane Cox advised that we need to hold a CAC Board Meeting to approve their budget for FY 2015/2016. She stated she would like to hold an upcoming CAC meeting in Person County so some of the Person County Board Members could attend and we could learn more about the plans for the new Person County Senior Center options.

Jimmy Clayton suggested the Board wait until the start of the new fiscal year to meet in Roxboro.

Members of the Executive Committee commended new Finance Director, Rob TeCarr for his great work on the Budget preparation and presentation.

There being no further business or comments the meeting was adjourned.

Respectfully submitted,



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

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
June 25, 2015

Members Present

John Alston
Wayne Aycock
Jimmy Clayton
Sidney Dunston
Tommy Hester
Ken Bowman for Jennifer Jordan
Ruth Nance for Gary Plummer
Joe Shearon
Michael Williford

Pete Averette
Quon Bridges
Henry Daniel
Terry Garrison
Mike Felts for Zelodis Jay
Darryl Moss
Elic Senter
Tony Cozart for David Smith
Danny Wright

COG Staff:

Diane Cox
Rob TeCarr
Gina Parham
Vincent Gilreath
Will Brooks
Rhonda Smith
Kim Hawkins
Melissa Catlett
Donna Lee

Others:

Tommy Cleveland – NCSU Renewable Energy Speaker
Jim Wrenn
Maynell Harper – PCSC
Karen McDonald – Walgreens
Susan Naylor – PCSC
Pam Slade
Virgie Watson – PCSC
Jackie Watson – PCSC
Stuart Litvin – Vance EDC
Harry Mills – Granville EDC

Call to Order and Invocation

Chairman Senter called the meeting to order and asked Board Member, Danny Wright to render the invocation prior to dinner. Chairman Senter welcomed the Guests this evening. John Barnes, President of the Henderson Vance Chamber of Commerce shared copies of the Business Outlook where Board Member, Danny Wright had been named Citizen of the Year for 2014.

Approval of Minutes

Chairman Senter asked for the Board's pleasure in regards to the May 28th, 2015 Executive Committee Meeting and COG Board Minutes.

Minutes

Motion # 1

Motion was made by Darryl Moss, seconded Pete Averette to approve the Minutes as written. The motion carried unanimously.

NEW BUSINESS

Appointment of Nominating Committee

Chairman Senter stated he would ask the Board to consider the following persons to serve on the Nominating Committee this year:

Joe Shearon of Louisburg to serve as Chairman
Jimmy Clayton of Person County
Terry Garrison of Vance County
John Alston of Warren County

Nominating Committee

Motion # 2

Motion was made by Sidney Dunston to approve the Nominating Committee as presented. Henry Daniel seconded the motion. The motion carried unanimously.

Budget Amendments

Finance Director, Rob TeCarr reviewed Budget Amendments 18-21 for General Fund – Fund 10. Explanations were provided for each. In addition there was Budget Amendment #4 for the Aging – Fund 11 which reflects the actual grant amounts and a reallocation of funds amongst the counties. Rob also reviewed amendments in Revolving Loan Fund 20 and Revolving Loan Fund – Green Jobs Fund 21. He did clarify that in Fund 20 the amount should be 1675 and not 1475 as typed on the handout.

INSERT BUDGET AMENDMENTS HERE

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, June 25, 2015**

FUND 10 - GENERAL FUND

BUDGET AMENDMENT # 18	A/C #	BUDGET	CHANGE	REQUESTED
NCDOT PROJECT	5945			
EXPENDITURES				
Contracted Services	200	300,000	80,000	380,000
		300,000	80,000	380,000
REVENUES	3625			
NC DOT Aging Project	010	300,000	80,000	380,000
		300,000	80,000	380,000
This amendment reflects the carryforward of FY13-14 grant proceeds to cover additional expenditures.				

BUDGET AMENDMENT # 19	A/C #	BUDGET	CHANGE	REQUESTED
EXPENDITURES				
WIA Adult Program	6850	110,811	39,189	150,000
WIA Youth Program	6870	96,088	-15,088	81,000
WIA Dislocated Worker Program	6890	161,977	-24,101	137,876
		368,876	0	368,876
REVENUES				
WIA Adult Program	3710	110,811	39,189	150,000
WIA Youth Program	3720	96,088	-15,088	81,000
WIA Dislocated Worker Program	3730	161,977	-24,101	137,876
		368,876	0	368,876
This amendment reflects adjustment of budgeted amounts within the specified WIA departments. There is no change to overall budget in the General Fund.				

BUDGET AMENDMENT # 20	A/C #	BUDGET	CHANGE	REQUESTED
AGING - CAREGIVER CAT 1	5920			
EXPENDITURES				
Salary - Family Caregiver	176	37,134	0	37,134
Salary - Aging Projects Coordinator	184	0	0	0
Salary - Aging Director	194	0	0	0
Supplies	260	250	3,800	4,050
Travel	314	1,631	0	1,631
Advertising	370	0	200	200
Fringe Benefits	690	12,757	0	12,757
Indirect Costs	790	23,945	0	23,945
Program Costs	795	9,192	0	9,192
		84,909	4,000	88,909
REVENUES	3540			
Caregiver	010	84,909	4,000	88,909
		84,909	4,000	88,909
This amendment reflects the actual grant amount for FY14-15.				

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, June 25, 2015**

FUND 10 - GENERAL FUND

BUDGET AMENDMENT # 21	A/C #	BUDGET	CHANGE	REQUESTED
VANCE CO NSP	7686			
EXPENDITURES				
Salary- CDBG Planner	181	4,562	-562	4,000
Contract Services	200	4,500	2,128	6,628
Travel	314	300	0	300
Fringe Benefits	690	1,567	-167	1,400
Indirect Costs	790	2,942	-296	2,646
Program Costs	795	1,129	-103	1,026
		15,000	1,000	16,000
REVENUES	3475			
Vance Co NSP	436	15,000	1,000	16,000
		15,000	1,000	16,000
This amendment reflects increased current and anticipated costs for FY14-15.				

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
 Thursday, June 25, 2015

FUND 11 - AGING

BUDGET AMENDMENT #4				
	A/C #	BUDGET	CHANGE	REQUESTED
AGING - CAREGIVER CAT I	5920			
EXPENDITURES				
Franklin County	601	7,000	-1,000	6,000
Granville County	602	12,000	4,000	16,000
Person County	603	10,000	0	10,000
Vance County	604	12,000	0	12,000
Warren County	605	12,000	0	12,000
		53,000	3,000	56,000
REVENUES	3540			
Aging Caregiver	000	53,000	3,000	56,000
		53,000	3,000	56,000
This amendment reflects the actual grant amount as well as a reallocation of funds amongst counties.				

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, June 25, 2015**

FUND 20 REVOLVING LOAN FUND

<u>BUDGET AMENDMENT # 1</u>	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
REVOLVING LOAN FUND	7000			
EXPENDITURES				
RLF Fund Transfer	000	0	1,475	1,475
Bank Charges	002	0	200	200
		0	1,675	1,675
REVENUES	3991			
Fund Balance Appropriated	000	0	1,675	1,675
		0	1,675	1,675
This amendment establishes a budget to cover expenses incurred in Fund 10.				

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, June 25, 2015**

FUND 21 REVOLVING LOAN FUND- GREEN JOBS

BUDGET AMENDMENT # 2	A/C #	BUDGET	CHANGE	REQUESTED
REVOLVING LOAN FUND- GREEN JOBS	7000			
EXPENDITURES				
Legal Fees	202	750	300	1,050
		750	300	1,050
REVENUES	3991			
Fund Balance Appropriated	000	750	300	1,050
		750	300	1,050

Budget amendment #2 is necessary for legal fees to collect on defaulted loan.

**Budget Amendment
Motion #3**

Danny Wright made a motion to approve the Budget Amendments as presented with the noted correction to Fund 20. Sidney Dunston seconded the motion. The motion carried unanimously.

Finance Report

Finance Director, Rob TeCarr presented the Finance Reports for May 2015 for approval. He further stated there were no changes to Fund Balance.

(COPY IN FINANCE REPORT HERE)

KERR-TAR COUNCIL OF GOVERNMENTS

GENERAL FUND - 10	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS LOCAL MATCH	TOTAL REVENUES	GAN/L(LOSS)
KITREDC	\$ 53,000	\$ 47,695	\$ 5,305		\$ 43,492	\$ 4,203	\$ -	\$ 47,695	-
EDA Planning	\$ 121,875	\$ 108,110	\$ 13,765		\$ 73,125	\$ -	\$ 34,985	\$ 108,110	-
Revolving Loan Fund	\$ 17,697	\$ 11,208	\$ 6,489		\$ 1,472	\$ 9,736	\$ -	\$ 11,208	-
Michn Loan Fund	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-
NC Turnover-CDBG	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-
Hendersom Parks & Rec	\$ 633	\$ 633	\$ (0)		\$ (0)	\$ 505	\$ 128	\$ 633	-
Middleburg USDA	\$ 71,637	\$ 62,046	\$ 9,591		\$ 71,637	\$ -	\$ -	\$ 71,637	9,591
Middleburg Vance County Grant Funds	\$ 45,000	\$ 45,000	\$ -		\$ 45,000	\$ -	\$ -	\$ 45,000	-
Middleburg Vance County Loan Funds	\$ 24,000	\$ 22,048	\$ 1,952		\$ 24,000	\$ -	\$ -	\$ 24,000	1,952
Rural Transportation	\$ 121,031	\$ 84,237	\$ 36,794		\$ 56,803	\$ 10,587	\$ 16,847	\$ 84,237	-
Like Fed Path Plan	\$ 65,116	\$ 51,396	\$ 13,720		\$ 30,793	\$ 20,603	\$ 8,852	\$ 51,396	-
CFAT	\$ 25,000	\$ 21,682	\$ 3,318		\$ (1,071)	\$ 13,901	\$ -	\$ 21,682	-
Mohaley Alvinger	\$ 95,978	\$ 68,689	\$ 27,289		\$ 67,225	\$ 1,364	\$ -	\$ 68,689	-
Dann Zimring	\$ 5,000	\$ 1,755	\$ 3,245		\$ 1,531	\$ 224	\$ -	\$ 1,755	-
Hazard Mitigation- Person Co	\$ 8,000	\$ 8,000	\$ -		\$ 8,000	\$ -	\$ -	\$ 8,000	-
Aging - Planning & Admin.	\$ 182,291	\$ 143,019	\$ 39,272		\$ 102,926	\$ 29,877	\$ 10,217	\$ 143,019	-
Aging - Ombudsman	\$ 101,073	\$ 93,538	\$ 7,535		\$ 76,872	\$ 9,354	\$ 7,312	\$ 93,538	-
Aging - Elder Abuse	\$ 4,653	\$ 3,784	\$ 869		\$ 2,986	\$ 378	\$ 420	\$ 3,784	-
Aging - Evidence Based	\$ 20,490	\$ 15,262	\$ 5,228		\$ 11,265	\$ 1,526	\$ 2,471	\$ 15,262	-
Aging - AAA Admin	\$ 48,263	\$ 47,758	\$ 505		\$ 39,061	\$ 8,697	\$ -	\$ 47,758	-
Aging - Medicare SIIIII	\$ 5,000	\$ 5,239	\$ (239)		\$ 3,500	\$ 1,739	\$ -	\$ 5,239	-
Aging - NIIPIA	\$ 26,862	\$ 24,535	\$ 2,327		\$ 5,590	\$ 18,945	\$ -	\$ 24,535	-
Aging - Caregiver I	\$ 84,909	\$ 79,193	\$ 5,716		\$ 76,242	\$ 2,951	\$ -	\$ 79,193	-
Aging - NC DOT Project	\$ 300,000	\$ 289,553	\$ 10,447		\$ 288,317	\$ 1,236	\$ -	\$ 289,553	-
Aging - LCA	\$ 30,000	\$ 25,306	\$ 4,694		\$ 8,156	\$ 17,150	\$ -	\$ 25,306	-
Aging - CATCII Community Services	\$ 10,000	\$ 8,168	\$ 1,832		\$ 6,963	\$ 1,205	\$ -	\$ 8,168	-
Aging - Triangle North Healthcare Foundation	\$ 832	\$ 832	\$ 0		\$ -	\$ 832	\$ -	\$ 832	-
Aging - Senior Games	\$ 7,508	\$ 3,561	\$ 3,939		\$ 4,422	\$ -	\$ -	\$ 4,422	861
WIA Adult Program	\$ 110,811	\$ 112,329	\$ (1,518)		\$ 101,459	\$ 10,870	\$ -	\$ 112,329	-
WIA Youth Program	\$ 96,088	\$ 65,728	\$ 30,360		\$ 59,406	\$ 6,322	\$ -	\$ 65,728	-
WIA Dislike Work Prog	\$ 161,977	\$ 123,401	\$ 38,576		\$ 86,109	\$ 37,292	\$ -	\$ 123,401	-
WIA Admin	\$ 200,089	\$ 181,689	\$ 18,400		\$ 166,917	\$ 14,772	\$ -	\$ 181,689	-
WIA NEG OUT	\$ 2,000	\$ 59	\$ 1,941		\$ (0)	\$ 59	\$ -	\$ 59	-
Granville Co. SS CDBG	\$ 17,800	\$ 7,022	\$ 10,778		\$ 6,481	\$ 541	\$ -	\$ 7,022	-
Granville Co. SFR	\$ 162,711	\$ 2,170	\$ 160,541		\$ (0)	\$ 2,170	\$ -	\$ 2,170	-
Vance Co. SS CDBG	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-
Vance Co. SFR	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-
Vance Co. NSP	\$ 15,000	\$ 14,793	\$ 207		\$ 12,247	\$ 2,545	\$ -	\$ 14,793	-
Warren Co. SS CDBG	\$ 17,046	\$ 12,016	\$ 5,030		\$ 17,045	\$ -	\$ -	\$ 17,045	5,029
Persim Co. CDBG SS	\$ 22,405	\$ 13,159	\$ 9,246		\$ 22,404	\$ -	\$ -	\$ 22,404	9,245
Roxboro SFR	\$ 170,000	\$ 1,581	\$ 168,419		\$ (0)	\$ 1,581	\$ -	\$ 1,581	-
Miscellaneous	\$ -	\$ 17	\$ (17)		\$ 10,227	\$ -	\$ -	\$ 10,227	10,210
Conferences	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-
TOTAL	\$ 2,451,767	\$ 1,806,213	\$ 645,554	74%	\$ 1,530,702	\$ 231,167	\$ 81,231	\$ 1,843,100	\$ 36,888

KERR-TAR COUNCIL OF GOVERNMENTS

	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
AGING FUND-FUND 11									
Aging - Block Grant	\$ 1,766,605	\$ 1,458,810	\$ 307,795		\$ 1,458,810	\$ -	\$ 1,458,810	\$ 1,458,810	\$ -
Aging - Legal	\$ 9,205	\$ 9,012	\$ 193		\$ 9,012	\$ -	\$ 9,012	\$ 9,012	\$ -
Aging - St. Cir. Gen. Fund	\$ 62,292	\$ 23,759	\$ 38,533		\$ 23,759	\$ -	\$ 23,759	\$ 23,759	\$ -
Aging - Fuels	\$ 3,050	\$ 3,247	\$ (197)		\$ 3,761	\$ (514)	\$ 3,247	\$ 3,247	\$ -
Aging - Caregiver	\$ 53,000	\$ 34,685	\$ 18,315		\$ 34,685	\$ -	\$ 34,685	\$ 34,685	\$ -
TOTAL	\$ 1,894,152	\$ 1,529,513	\$ 364,639	81%	\$ 1,530,027	\$ (514)	\$ 1,529,513	\$ 1,529,513	\$ -
WORK FORCE - FUND 13									
WIA Adult Program	\$ 479,000	\$ 386,637	\$ 92,363		\$ 398,151	\$ (11,514)	\$ 386,637	\$ 386,637	\$ -
WIA Adult ITA's	\$ 75,000	\$ -	\$ 75,000		\$ -	\$ (5,102)	\$ -	\$ -	\$ -
WIA Youth Program	\$ 525,101	\$ 358,617	\$ 166,484		\$ 363,719	\$ (5,102)	\$ 358,617	\$ 358,617	\$ -
WIA Disloc. Work Prog.	\$ 471,000	\$ 377,056	\$ 93,944		\$ 410,368	\$ (33,312)	\$ 377,056	\$ 377,056	\$ -
WIA Disloc. Work ITA's	\$ 150,000	\$ -	\$ 150,000		\$ -	\$ (0)	\$ -	\$ -	\$ -
WIA NEG-OUT	\$ 195,000	\$ 29,546	\$ 165,454		\$ 29,546	\$ (0)	\$ 29,546	\$ 29,546	\$ -
TOTAL	\$ 1,895,101	\$ 1,151,856	\$ 743,245	61%	\$ 1,201,784	\$ (49,928)	\$ 1,151,856	\$ 1,151,856	\$ -
MICRO-LOAN - FUND 15									
Loans	\$ -	\$ -	\$ -	0%	\$ 18	\$ -	\$ 18	\$ 18	\$ 18
TOTAL	\$ -	\$ -	\$ -	0%	\$ 18	\$ -	\$ 18	\$ 18	\$ 18
REVOLVING LOAN - FUND 20									
Loans	\$ -	\$ 1,645	\$ (1,645)	0%	\$ 272,603	\$ -	\$ 272,603	\$ 272,603	\$ 47,602
TOTAL	\$ -	\$ 1,645	\$ (1,645)	0%	\$ 272,603	\$ -	\$ 272,603	\$ 272,603	\$ 47,602
REVOLVING LOAN- GREEN JOBS - FUND 21									
Loans	\$ 750	\$ 1,043	\$ (293)		\$ -	\$ -	\$ -	\$ -	\$ (1,043)
TOTAL	\$ 750	\$ 1,043	\$ (293)	0%	\$ -	\$ -	\$ -	\$ -	\$ (1,043)
ALL TOTALS	\$ 6,241,770	\$ 4,490,269	\$ 1,751,501	72%	\$ 4,535,134	\$ 180,725	\$ 4,797,090	\$ 4,797,090	\$ 83,465
CASH BALANCES									
GENERAL FUND					\$ 96,586				
AGING FUND					\$ 314				
WIA FUND					\$ 102,722				
MICRO LOAN FUND					\$ 22,997				
REVOLVING LOAN FUND					\$ 542,865				
GREEN JOBS RLF LOAN FUND					\$ 5,585				
TOTALS					\$ 771,069				

ROBERT CARR / FINANCE DIRECTOR

Finance Report
Motion # 4

Motion was made by Pete Averette to approve the Finance Report as presented. Joe Shearon seconded the motion. The motion carried unanimously.

Budget Resolution for FY 2015/2016

Diane stated that a Public Hearing to review the COG's budget was held on June 22, 2015 at 9:30 AM at the COG office and no one came forward to review or question the proposed budget.

Budget Resolution
Motion #5

Motion was made by Sidney Dunston to approve the Budget Resolution for FY 2015/2016. Terry Garrison seconded the motion. The motion carried unanimously.

Connect NC Bond Resolution

Diane advised that Steve Keen, former Forum member and now the head of the Governor's Eastern N.C. Office had reached out to COG's across the NC requesting that COGs become engaged in actively supporting the Connect NC Bond initiative with formal resolutions. Steve has been assigned by the governor to promote statewide the Connect NC Bond Initiative. She shared a handout which highlighted projects within the Region that could benefit from this support.

She read the Resolution to the Board for their review and comments.

Connect NC Bond Resolution
Motion # 6

Motion was made by Sidney Dunston to approve the Resolution as presented. Tommy Hester seconded the motion. The motion carried unanimously.

Senior Games Sponsor Recognition

Rhonda Smith, COG Area Agency on Aging Director came forward to recognize special volunteers that helped to host the Senior Games this year – "Friends of the Person County Senior Center" – Pam Slade and Susan Naylor. Recognition plaques were presented to both individuals for their assistance during the games.

Family Caregiver Specialist, Melissa Catlett came forward to present a special "Thank You" to Karen McDonald from Walgreens who volunteered to help at Senior Games, recruited other Walgreens associates to assist with helping score events, keeping organized, and assistance with meals. Karen was presented with a Certificate of Appreciation along with certificates for other Walgreens associates in addition to a hand made piece of jewelry from Jackie Watson.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Diane Cox highlighted the following activities:

- Will Brooks led a successful Planning Board Workshop last Thursday with over 60 participants attending. Materials were shared that included Planning Board information, etc. Attendees have asked for this to be an on-going event.
- Annual Banquet will be held on September 24th in Youngsville at Boondocks.
- Award Nomination Forms are in folders this night for your use in nominating individuals for an award. Share forms with your Boards and note a correction on Manager's Page as last year's recipient was Tammy Ray of Franklinton – not Jerry Ayscue. Jerry actually received STAR Award.
- Cultural Competency Training – 'Love Thy Neighbor' will be held at VGCC on August 4th. This event is being hosted by the Aging Department.
- Elder Abuse Walk in Person County was held June 2 with over 133 folks from across the region participating in the event. Special thanks to Jimmy Clayton, Ray Jeffers and Henry Daniel for joining in that day.
- NADO conference will be held October 24-27th in New Orleans this year. COG staff has applied for 3 Innovative Awards – one in Aging- Surfing the Silver Tsunami, one in Planning for integrating hazard mitigation planning into the CEDS and one for the STEM Summit project. We hope to hear from NADO with some positive feedback on our submissions.
- It was announced that Rhonda Smith, AAA Director, is resigning effective July 10th. Her husband has accepted a position in Nevada and they will be moving. We wish them the best.

(COPY OF DIANE'S REPORT THAT WAS EMAILED OUT INSERTED BELOW)

KERR TAR REGIONAL COUNCIL OF GOVERNMENTS
EXECUTIVE DIRECTOR'S REPORT
May 29-June 17, 2015

Executive Director Activities:

Coordinated and held a Triangle North Board of Directors meeting on May 29, 2015.

Coordinating efforts for the state COG Directors Association to address concerns with procedural changes to the NC Division of Aging and Adult Services Ombudsman Program.

COG staff performance reviews will be completed by the end of June 30, 2015. All staff work plans are also due by the end of June.

Continuing responsibilities for activities related to the Single Family Rehabilitation housing programs. Programs are underway in Granville and Person counties.

Attended meetings regarding the proposed Lake Country Park in Warren County. Partners in the planning process include the Roanoke River Basin Association, Warren County EDC and Vance Granville Community College.

Assisting Granville County and the City of Henderson in economic development projects.

Workforce Development Program Activities:

Workforce Development is in full swing of preparing for the complete roll out of WIOA on July 1st. As you are aware, all counties within the region are required to adopt a new agreement between the Kerr-Tar Workforce Consortium in order to be in compliance with the new WIOA regulations. Thank you all 5 of our counties for adopting the new agreement, and your support and dedication to workforce development in our Region is greatly appreciated.

WIOA State Plan was successfully submitted to Division of Workforce Solutions on 5/29.

Caswell County Board of Commissioners met on June 1st and voted to transfer to the Northwest Piedmont WDB. Caswell County is a member of the Piedmont Triad Council of Governments which is the sponsoring agency for the Northwest Piedmont WDB.

The Kerr-Tar Workforce Development Board met on June 2nd and selected the following Service Providers for WIOA for the 2015-2016 Program Year:

1. Educational Data Solutions, Inc. (EDSI) for one-stop operator and Adult and Dislocated Worker services
2. Vance-Granville Community College, Piedmont Community College, Granville County Schools and Warren County Schools for Youth services.

A Rapid Response at Staples Distribution Center in Henderson scheduled for June 22nd. 34 employees are affected.

Workforce Development has on-the-job training grants available to local businesses. If you know of businesses that may benefit from these grant programs, please have them contact Lou Grillo at lgrillo@kerrtarcoq.org

Area Agency on Aging Program Activities:

Regional Elder Abuse Walk was held in Person County on June 2, 2015. It was a huge success with over 133 individuals in attendance. We would like to thank Jimmy Clayton, Ray Jeffers and Henry Daniel for supporting this effort.

Both Senior Centers in Franklin County regained designations as Senior Centers of Excellence. Kudos to the Franklin County Department of Aging Staff and the Kerr-Tar AAA Staff.

Aging department has nominated Mr. David Smith for the SE4A Local Aging Impact Award for his advocacy and contributions to the Aging network in Granville County.

Aging staff have created branding and marketing for the Kerr Tar Area Agency on Aging. Banner will be on display at the Regional Aging Advisory Council meeting. We are currently working on creating new brochures for all programs.

August 4, 2015 - We will be holding Love Thy Neighbor: Cultural Health Summit at Vance Granville Civic Center. Lunch will be provided courtesy of Vance Granville Community College 50+ Initiative. Guest Speakers include: Dr. Terri Phoenix- UNC- Chapel Hill – Aging LGBT Issues; Dr. Eleanor Krassen-Covan- UNC- Wilmington- Aging Veteran Issues; Dr. Shannon Mathews – Winston Salem State University – Mental Illness and Minority Aging Issues; Dr. Reverend Peter Thomas - Faith and Psychological Development for Senior's with Focus on Jewish, Christian and Non-Believers; and Mary Schermerhorn – Division of Services for Deaf and Hard of Hearing- Issues in Aging for Deaf and Hard of Hearing

October 15, 2015- We will be holding our Alzheimer's Conference along with Mobile Health Screenings Day at Vance Granville Civic Center. Health Screenings will include: UNC Health Mobile Mammogram Bus, Lions Club Mobile Vision Screenings, and Baptist Men's Medical and Dental Bus Ministry.

Planning Department Activities:

The Planning Department hosted a site visit from a selection team on June 4th to participate in Phase IV of the Stronger Economies Together (SET) Initiative. A regional team was held at the COG to assess our local capacity, provide an overview of the region, and assign possible roles for a long-term strategic planning process. If selected, Kerr-Tar will be one of two regions selected from North Carolina, and one of 50 or more from the 28 eligible states to work with SET partners, including USDA, Cooperative Extension, and the Southern Rural Development Center. Notification is expected in late July. Please contact Will Brooks for more information. wbrooks@kerrtarcoq.org

KT RPO is finalizing "Imagine Bickett Boulevard". Copies of the final document have been given to Louisburg for distribution to the members of the Louisburg Town Council at the meeting on June 15th. A resolution is expected at the next council meeting in July to utilize the guidance in the document in addition to the information in their Comprehensive Transportation Plan. Please contact Ann Stroobant for more information. [Astroobant@kerrtarcoq.org](mailto:astroobant@kerrtarcoq.org)

KT RPO is currently accepting CMAQ applications. At our May TAC/TCC Meeting, we were able to approve the March Meeting minutes, provide CMAQ funding allocation updates, SPOT updates, approve the KTRPO Planning Work Program for FY 2016, approve the updated 5 Year Calendar, approve a resolution of support for the TIGER Grant Application for the Triangle North Granville Access Road Project, as well as elect new Chairs and Vice Chairs for both the TAC and TCC. Please contact Brandie Crawford for more information. bcrawford@kerrtarcoq.org

Planning is scheduling up two public input meetings for the end of June for review of the Lakes District Bike Plan after getting the draft plan finalized. The draft Lakes District Bike Plan is complete and available online at the NCLD website. <http://www.nclakesdistrict.com>.

The Kerr Tar COG offers a number of additional services for member governments. If you need any of the following, please check with the COG first:

- Special studies ;
- Surveys (citizen, special issue, employee, P&R);
- Various types of plans (P&R, revitalization, redevelopment, business development, etc.);
- Visualization Services and Graphic Design, Mapping Services
- Grant Writing and Administration
- Training and Staffing for Planning Board and Board of Adjustments, Zoning Ordinance Administration and Enforcement
- Meeting Facilitation
- Demographic and Labor Market Data

OVERVIEW OF SOLAR IN NC

Executive Director, Diane Cox introduced Tommy Cleveland who is the Renewable Energy Project Coordinator at NCSU. Tommy leads the center's solar energy testing and demonstration program, and conducts renewable energy site assessments and provides technical support to a wide variety of solar projects and stakeholders. From 2008 until 2012 Tommy taught the solar energy course in Mechanical and Aerospace Engineering at NC State and is now teaching solar courses in the Environmental Technology and Management Department. He has been a licensed professional engineer in NC since 2007. He graduated Sum Cum Laude with a B.S. in Mechanical Engineering and a minor in Business Management and a M.S. in Mechanical Engineering from NC State.

Highlights from Tommy's presentation included:

- A handout with Solar Energy Resources for Local Government and Citizens in NC. This handout included Solar Outreach Partnership information and a contact person for support which is offered at no cost.
- This handout also included numerous websites that relate to Solar Energy.
- Solar panels installed in NC are set up as solar farms.
- Reviewed how solar panels are comprised and confirmed they are non-toxic.
- Panels are power driven into ground to be secured – no concrete used so fields can be easily disassembled. Will leave the land the same as before the solar farm was in place.
- Over \$2B has been invested in the state for solar energy and will increase tax values from 2%-8%.
- Landowners normally sign a 15 year lease which results in 10 times higher income on the property.
- Temporary jobs are increased during the installation of the panels
- Panels provide a stable source of energy
- Reviewed the Template for Solar Energy Development Ordinance for NC and provided the website link to review: <http://go.ncsu.edu/template-solar-ordinance>

After Tommy's presentation the floor was opened for discussion and questions:

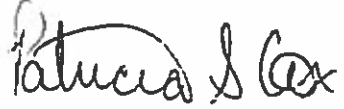
- Tax credits given by State at 35% thru year end and 30% Federal tax credits thru next year
- Still believe a lot of solar farms will be installed after tax credits expire
- How does solar farm energy get to the homes? The energy goes to Duke Energy who is buying the energy for 15 years and goes back to local area. There are no battery storages on site.
- How long do panels stay charged? Panels produce energy only in the sunlight – at night they do nothing.
- Residual value of solar farm is 15 years with a possible 5 year extension.
- Tommy advised that there is a lot of copper, steel and aluminum value at the end of the term that can be salvaged during the clearing of the sites
- Materials are considered non-hazardous and can be buried in landfills as there is very little lead
- Most panels are constructed in Asia or China – very little manufacturing in the US
- Members addressed some opposition to solar farms in rural areas. Also asked about any changes for roof top solar panels....and is there any better efficiency in smaller panels? No negative impacts or consequences other than visual impacts and birds have been burned.
- Do all counties have solar energy ordinances? Yes, but each county has different regulations.
- Who is responsible for dismantling the solar farms? Normally installer will take down the equipment. Procedure is recorded with Register of Deeds.

Members thanked Mr. Cleveland for his informative presentation.

PUBLIC COMMENT AND ANNOUNCEMENTS

There being no further business, the meeting adjourned.

Sincerely,

A handwritten signature in black ink that reads "Patricia S. Cox". The signature is written in a cursive style with a large, sweeping initial "P" and a distinct "S" and "Cox".

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

There was no COG
Board Meeting
Held in the month of
July 2015.

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
August 27, 2015

Members Present

Mary Anderson
Quon Bridges
Sidney Dunston
Fonzie Flowers
Terry Garrison
Zelodis Jay
Jennifer Jordan
Darryl Moss
Gary Plummer
Elic Senter
David Smith

Pete Averette
Henry Daniel
Kevin Easter
Walter Gardner
Tommy Hester
Linda Jordon
Dazale Kearney
Pete O'Geary
Barry Richardson
Joe Shearon
Danny Wright

COG Staff:

Diane Cox
Rob TeCarr
Gina Parham
Donna Lee
Vincent Gilreath
Deborah Cozart
Melissa Catlett
Will Brooks
Luis Grillo

Others:

Stuart Litvin (Meeting Only)
Mike Felts (Meeting Only)
Ken Bowman (Warren County EDC)
Harry Mills (Granville County EDC)
Jim Wrenn

Call to Order and Invocation

Vice Chairman Hester called the meeting to order and asked Board Member, Walter Gardner to render the invocation prior to dinner. After dinner, Chairman Senter welcomed the Guests and advised of our new "Green Initiative" of using the screen to display all documents in order to save paper. He reminded everyone that documents are always emailed out to all Board Members with the meeting notice and should be reviewed on line prior to the actual meeting.

Approval of Minutes

Chairman Senter asked for the Board's pleasure in regards to the June 25th COG Board Minutes.

Minutes

Motion # 1

Motion was made by James O'Geary, seconded Barry Richardson to approve the Minutes as written. The motion carried unanimously.

NEW BUSINESS

Chairman Senter informed Board Members of a slight Agenda change with Betty Jo Shephard not being able to join us this evening. However, there will be a short video clip with Austen Shearer and Senator Thom Tillis.

Slate of Officers FY 2015/2016

Joe Shearon advised that he, Terry Garrison, John Alston and Jimmy Clayton met on August 10th and recommends the following for COG Board Officers for Fiscal Year 2015/2016:

Chairman – Tommy Hester, Vance County Commissioner
Vice-Chairman – Barry Richards, Warren County Commissioner
Treasurer - Quon Bridges, City of Oxford Commissioner

Slate of Officers

Motion # 2

Motion was made by Sidney Dunston to approve the Slate of Officers as presented. James O'Geary seconded the motion. The motion carried unanimously.

Budget Amendments

Finance Director, Rob TeCarr presented Budget Amendments for FY 14/15 Fund 10 Amendments 22-24 and Fund 11 Budget Amendments 5-7 and explained them in detail. He then reviewed Budget Amendments for FY 15/16 Fund 10 Amendments 1-4, and explained them in detail.

INSERT BUDGET AMENDMENTS HERE

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
 Thursday, August 27, 2015

FY14-15

FUND 10 - GENERAL FUND

BUDGET AMENDMENT #22	A/C #	BUDGET	CHANGE	REQUESTED
EXPENDITURES				
WIA Adult Program	6850	150,000	-2,600	147,400
WIA Youth Program	6870	81,000	0	81,000
WIA Dislocated Worker Program	6890	137,876	0	137,876
WIA Administration	6950	200,089	2,600	202,689
		568,965	0	568,965
REVENUES				
WIA Adult Program	3710	150,000	-2,600	147,400
WIA Youth Program	3720	81,000	0	81,000
WIA Dislocated Worker Program	3730	137,876	0	137,876
WIA Administration	3700	200,089	2,600	202,689
		568,965	-2,600	568,965

This amendment reflects adjustment of budgeted amounts within the specified WIA departments. There is no change to overall budget in the General Fund. Adult indirect expenditures exceeded budgeted amount - indirect costs are paid through admin funds.

BUDGET AMENDMENT #23	A/C #	BUDGET	CHANGE	REQUESTED
AGING - CAREGIVER CAT 1				
EXPENDITURES				
Salary - Family Caregiver	176	37,134	0	37,134
Salary - Aging Projects Coordinator	184	0	0	0
Salary - Aging Director	194	0	0	0
Supplies	260	4,050	3,391	7,441
Travel	314	1,631	0	1,631
Advertising	370	200	0	200
Fringe Benefits	690	12,757	0	12,757
Indirect Costs	790	23,945	0	23,945
Program Costs	795	9,192	0	9,192
		88,909	3,391	92,300
REVENUES				
Caregiver	010	88,909	3,391	92,300
		88,909	3,391	92,300

This amendment reflects grant money left over from the passthrough funds.

BUDGET AMENDMENT #24	A/C #	BUDGET	CHANGE	REQUESTED
NCDOT PROJECT				
EXPENDITURES				
Contracted Services	200	380,000	12,000	392,000
		380,000	12,000	392,000
REVENUES				
NC DOT Aging Project	010	380,000	12,000	392,000
		380,000	12,000	392,000

This amendment reflects the carryforward of FY13-14 grant proceeds to cover additional expenditures.

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, August 27, 2015**

FY14-15

FUND 11 - AGING

BUDGET AMENDMENT # 5				
	A/C #	BUDGET	CHANGE	REQUESTED
AGING - FANS	5850			
EXPENDITURES				
Fans	000	3,050	211	3,261
		3,050	211	3,261
REVENUES				
Fans	000	3,050	211	3,261
		3,050	211	3,261
This amendment reflects the actual grant funds received for FY14-15.				

BUDGET AMENDMENT # 6				
	A/C #	BUDGET	CHANGE	REQUESTED
AGING - CAREGIVER CAT I	5920			
EXPENDITURES				
Franklin County	601	6,000	-912	5,088
Granville County	602	16,000	-644	15,356
Person County	603	10,000	384	10,384
Vance County	604	12,000	-2,206	9,794
Warren County	605	12,000	-13	11,987
		56,000	-3,391	52,609
REVENUES				
Aging Caregiver	000	56,000	-3,391	52,609
		56,000	-3,391	52,609
This amendment reflects the reallocation of unused grant funds to the COG.				

BUDGET AMENDMENT # 7				
	A/C #	BUDGET	CHANGE	REQUESTED
AGING - HCCBG	5130			
EXPENDITURES				
Franklin County	601	444,201	15,190	459,391
Granville County	602	394,360	26,976	421,336
Person County	603	322,680	8,707	331,387
Vance County	604	335,712	17,852	353,564
Warren County	605	269,652	15,419	285,071
		1,766,605	84,144	1,850,749
REVENUES				
Franklin County	050	444,201	15,190	459,391
Granville County	051	394,360	26,976	421,336
Person County	052	322,680	8,707	331,387
Vance County	053	335,712	17,852	353,564
Warren County	054	269,652	15,419	285,071
		1,766,605	84,144	1,850,749
This amendment reflects an increase in actual revenue for FY14-15				

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, August 27, 2015

FY15-16

FUND 10 - GENERAL FUND

BUDGET AMENDMENT #1	A/C #	BUDGET	CHANGE	REQUESTED
FRANKLIN CO. BLDG REUSE	5024			
EXPENDITURES				
Salary - Planning Director	191	10,613	-4,354	6,259
Supplies	260	252	-52	200
Travel	314	450	20	470
Fringe Benefits	690	4,012	-1,646	2,366
Indirect Costs	790	6,938	-2,847	4,091
Program Costs	795	2,735	-1,121	1,614
		25,000	-10,000	15,000
REVENUES				
	3475			
Franklin Co. Bldg Reuse	211	25,000	-10,000	15,000
		25,000	-10,000	15,000

This amendment reflects the revised contract amount for the project.

BUDGET AMENDMENT #2	A/C #	BUDGET	CHANGE	REQUESTED
WARRENTON ZONING	5016			
EXPENDITURES				
Salary - Planning Director	191	1,034	116	1,150
Travel	314	132	18	150
Fringe Benefits	690	391	9	400
Indirect Costs	790	676	24	700
Program Costs	795	267	33	300
		2,500	200	2,700
REVENUES				
	3475			
Warrenton Zoning	189	2,500	200	2,700
		2,500	200	2,700

This amendment reflects the revised contract amount for the project.

BUDGET AMENDMENT #3	A/C #	BUDGET	CHANGE	REQUESTED
CFAT	4984			
EXPENDITURES				
Salary - Planning Director	191	0	500	500
Salary - Regional Planner	193	2,523	5,227	7,750
Travel	314	225	975	1,200
Fringe Benefits	690	954	2,181	3,135
Indirect Costs	790	1,648	3,817	5,465
Program Costs	795	650	1,513	2,163
		6,000	14,213	20,213
REVENUES				
	3475			
CFAT	445	6,000	14,213	20,213
		6,000	14,213	20,213

This amendment reflects the remaining grant amount as of 6/30/15.

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
 BUDGET AMENDMENTS
 Thursday, August 27, 2015

FY15-16

FUND 10 - GENERAL FUND

<u>BUDGET AMENDMENT # 4</u>	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
<u>VANCE CO NSP</u>	<u>7686</u>			
<u>EXPENDITURES</u>				
Contracted Services	200	0	3,000	3,000
		0	3,000	3,000
<u>REVENUES</u>	<u>3475</u>			
Vance NSP	436	0	3,000	3,000
		0	3,000	3,000
To cover final passthrough costs for the program.				

Budget Amendments

Motion # 3

Janny Wright made a motion to approve Budget Amendments for FY 14/15 as presented. Sidney Dunston seconded the motion and it carried unanimously.

Budget Amendments

Motion # 4

David Smith made a motion to approve Budget Amendments for FY 15/16 as presented. Kevin Easter seconded the motion. The motion carried unanimously.

Finance Report

Finance Director, Rob TeCarr presented the Finance Reports for June 2015 and July 2015 for approval. He further stated there were no surprises on either report and asked for any questions. He advised that the Fund Balance is currently about \$107,000.

(COPY IN FINANCE REPORTS HERE)

KERR-TAR COUNCIL OF GOVERNMENTS

June 30, 2015

	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/LOSS
AGING FUND-FUND 11									
Aging - Block Grant	\$ 1,766,605	\$ 1,850,749	\$ (84,144)		\$ 1,850,749	\$ -		\$ 1,850,749	-
Aging - Legal	\$ 9,205	\$ 9,205	\$ -		\$ 9,205	\$ -		\$ 9,205	-
Aging - Sr Cit Gen Purp	\$ 62,292	\$ 62,292	\$ -		\$ 62,292	\$ -		\$ 62,292	-
Aging - Pans	\$ 3,050	\$ 3,247	\$ (197)		\$ 3,261	\$ -		\$ 3,261	14
Aging - Caregiver	\$ 50,000	\$ 52,614	\$ 3,386		\$ 52,614	\$ -		\$ 52,614	-
TOTAL	\$ 1,897,152	\$ 1,978,107	\$ (80,955)	104%	\$ 1,978,121	\$ -		\$ 1,978,121	14
WORKFORCE - FUND 13									
WIA Adult Program	\$ 479,000	\$ 426,501	\$ 52,499		\$ 426,501	\$ -		\$ 426,501	-
WIA Adult ITA's	\$ 75,000	\$ -	\$ 75,000		\$ -	\$ -		\$ -	-
WIA Youth Program	\$ 525,101	\$ 439,241	\$ 85,860		\$ 439,241	\$ -		\$ 439,241	0
WIA Disloc Work Prog	\$ 471,000	\$ 435,036	\$ 35,964		\$ 435,036	\$ -		\$ 435,036	0
WIA Disloc Work ITA's	\$ 150,000	\$ -	\$ 150,000		\$ -	\$ -		\$ -	-
WIA NE-COJT	\$ 195,000	\$ 39,889	\$ 155,111		\$ 39,889	\$ -		\$ 39,889	0
TOTAL	\$ 1,895,101	\$ 1,340,667	\$ 554,434	71%	\$ 1,340,667	\$ -		\$ 1,340,667	0
MICRO-LOAN - FUND 15									
Loans	\$ -	\$ -	\$ -		\$ 122	\$ -		\$ 122	122
TOTAL	\$ -	\$ -	\$ -	0%	\$ 122	\$ -		\$ 122	122
REVOLVING LOAN - FUND 20									
Loans	\$ 1,675	\$ 17,069	\$ (15,394)		\$ 50,233	\$ -		\$ 50,233	33,064
TOTAL	\$ 1,675	\$ 17,069	\$ (15,394)	0%	\$ 50,233	\$ -		\$ 50,233	33,064
REVOLVING LOAN-GREEN JOBS - FUND 21									
Loans	\$ 1,050	\$ 1,043	\$ 8		\$ -	\$ -		\$ -	(1,043)
TOTAL	\$ 1,050	\$ 1,043	\$ 8	0%	\$ -	\$ -		\$ -	(1,043)
ALL TOTALS	\$ 6,331,745	\$ 5,433,135	\$ 898,610	86%	\$ 5,526,575	\$ 5,187	\$ -	\$ 5,531,762	98,527
CASH BALANCES									
GENERAL FUND							\$ 109,170		
AGING FUND							(186)		
WIA FUND							81,679		
MICRO LOAN FUND							23,047		
REVOLVING LOAN FUND							548,648		
GREEN JOBS R/F LOAN FUND							5,585		
TOTALS							\$ 767,943		

ROB TECARR / FINANCE DIRECTOR



KERR-TAR COUNCIL OF GOVERNMENTS

June 30, 2015

	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
<u>GENERAL FUND - 10</u>									
KTRFDC	\$ 53,000	\$ 53,000	\$ -		\$ 52,651	\$ 349		\$ 53,000	-
EIDA Planning	\$ 121,875	\$ 121,568	\$ 307		\$ 123,487	\$ -	\$ -	\$ 123,487	-
Revolving Loan Fund	\$ 17,697	\$ 15,399	\$ 2,298		\$ 16,871	\$ -		\$ 16,871	1,472
Micro Loan Fund	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
NC Tomorrow- CDBG	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Henderson Parks & Rec	\$ 633	\$ 633	\$ (0)		\$ 633	\$ -	\$ -	\$ 633	-
Middleburg USDA	\$ 71,637	\$ 62,046	\$ 9,591		\$ 71,637	\$ -	\$ -	\$ 71,637	9,591
Middleburg Vance County Grant Funds	\$ 45,000	\$ 45,000	\$ -		\$ 45,000	\$ -		\$ 45,000	-
Middleburg Vance County Loan Funds	\$ 24,000	\$ 22,048	\$ 1,952		\$ 24,000	\$ -		\$ 24,000	1,952
Rural Transportation	\$ 121,031	\$ 103,699	\$ 17,332		\$ 130,577	\$ -	\$ -	\$ 130,577	-
Bike Ped Path Plan	\$ 65,116	\$ 53,065	\$ 12,051		\$ 53,067	\$ -		\$ 53,067	2
CFAT	\$ 25,000	\$ 22,752	\$ 2,248		\$ 18,476	\$ 4,277		\$ 22,752	-
Mobility Manager	\$ 95,978	\$ 77,153	\$ 18,825		\$ 88,246	\$ -		\$ 88,246	-
Bunn Zoning	\$ 5,000	\$ 1,906	\$ 3,094		\$ 1,906	\$ 0		\$ 1,906	-
Hazard Mitigation- Person Co	\$ 8,000	\$ 7,822	\$ 178		\$ 8,000	\$ -		\$ 8,000	178
Aging - Planning & Admin.	\$ 182,291	\$ 182,291	\$ -		\$ 182,291	\$ -	\$ -	\$ 182,291	-
Aging - Ombudsman	\$ 101,073	\$ 101,092	\$ (19)		\$ 101,073	\$ -	\$ -	\$ 101,073	(19)
Aging - Elder Abuse	\$ 4,653	\$ 4,653	\$ -		\$ 4,652	\$ -	\$ -	\$ 4,652	-
Aging - Evidence Based	\$ 20,490	\$ 20,490	\$ -		\$ 20,489	\$ -	\$ -	\$ 20,489	-
Aging - AAA Admin	\$ 48,263	\$ 48,263	\$ -		\$ 48,262	\$ -	\$ -	\$ 48,262	-
Aging - Medicare SIIIIP	\$ 5,000	\$ 5,000	\$ -		\$ 5,000	\$ -		\$ 5,000	-
Aging - MIPPA	\$ 26,862	\$ 26,862	\$ -		\$ 11,179	\$ -		\$ 11,179	-
Aging - Caregiver I	\$ 88,909	\$ 92,300	\$ (3,391)		\$ 92,398	\$ -		\$ 92,398	98
Aging - NC DOT Project	\$ 380,000	\$ 391,797	\$ (11,797)		\$ 391,787	\$ 10		\$ 391,797	-
Aging - ICA	\$ 30,000	\$ 30,000	\$ -		\$ 30,400	\$ -		\$ 30,400	400
Aging - CATCII Community Services	\$ 10,080	\$ 8,913	\$ 1,087		\$ 9,361	\$ -		\$ 9,361	448
Aging - Triangle North Healthcare Foundation	\$ 832	\$ 832	\$ -		\$ 832	\$ -		\$ 832	-
Aging - Senior Games	\$ 7,500	\$ 4,422	\$ 3,078		\$ 4,422	\$ -		\$ 4,422	-
WIA Adult Program	\$ 150,000	\$ 141,363	\$ 8,637		\$ 141,363	\$ -		\$ 141,363	-
WIA Youth Program	\$ 81,000	\$ 71,351	\$ 9,649		\$ 71,351	\$ -		\$ 71,351	-
WIA Disloc Work Prog	\$ 137,876	\$ 128,075	\$ 9,801		\$ 128,075	\$ -		\$ 128,075	-
WIA Admin	\$ 200,089	\$ 202,643	\$ (2,554)		\$ 202,643	\$ -		\$ 202,643	-
WIA NEG OJT	\$ 2,000	\$ 59	\$ 1,941		\$ -	\$ 59		\$ 59	-
Granville Co. SS CDBG	\$ 17,800	\$ 7,243	\$ 10,557		\$ 7,244	\$ -		\$ 7,244	0
Granville Co. SFR	\$ 162,711	\$ 274	\$ 162,437		\$ -	\$ 274		\$ 274	-
Vance Co. SS CDBG	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Vance Co. SFR	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Vance Co. NSP	\$ 16,000	\$ 16,031	\$ (31)		\$ 16,031	\$ -		\$ 16,031	1
Warren Co. SS CDBG	\$ 17,046	\$ 12,161	\$ 4,885		\$ 17,045	\$ -		\$ 17,045	4,885
Person Co. CDBG SS	\$ 22,405	\$ 13,810	\$ 8,595		\$ 22,404	\$ -		\$ 22,404	8,594
Roxboro SFR	\$ 170,000	\$ 217	\$ 169,783		\$ -	\$ 217		\$ 217	-
Miscellaneous	\$ -	\$ 17	\$ (17)		\$ 14,579	\$ -		\$ 14,579	14,562
Contingency	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
TOTAL	\$ 2,536,767	\$ 2,096,250	\$ 440,517	83%	\$ 2,157,432	\$ 5,187	\$ -	\$ 2,162,618	66,368

	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
AGING FUND - FUND 11									
Aging - Block Grant	\$ 1,769,445	\$ -	\$ 1,769,445		\$ -	\$ -		\$ -	-
Aging - Legal	\$ 9,205	\$ -	\$ 9,205		\$ -	\$ -		\$ -	-
Aging - Sr Cit Cien Pump	\$ 62,292	\$ -	\$ 62,292		\$ -	\$ -		\$ -	-
Aging - Plans	\$ 3,050	\$ -	\$ 3,050		\$ -	\$ -		\$ -	-
Aging - Caregiver	\$ 46,093	\$ -	\$ 46,093		\$ -	\$ -		\$ -	-
TOTAL	\$ 1,890,085	\$ -	\$ 1,890,085	0%	\$ -	\$ -		\$ -	-
WORKFORCE - FUND 13									
WIA Adult Program	\$ 145,974	\$ -	\$ 145,974		\$ -	\$ -		\$ -	-
WIA Adult ITA's	\$ 55,000	\$ -	\$ 55,000		\$ -	\$ -		\$ -	-
WIA Youth Program	\$ 116,634	\$ -	\$ 116,634		\$ -	\$ -		\$ -	-
WIA Disloc Work Prog	\$ 123,241	\$ -	\$ 123,241		\$ -	\$ -		\$ -	-
WIA Disloc Work ITA's	\$ 55,000	\$ -	\$ 55,000		\$ -	\$ -		\$ -	-
WIA NEG-OJT	\$ 100,000	\$ -	\$ 100,000		\$ -	\$ -		\$ -	-
TOTAL	\$ 595,849	\$ -	\$ 595,849	0%	\$ -	\$ -		\$ -	-
MICRO-LOAN - FUND 15									
Loans	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
TOTAL	\$ -	\$ -	\$ -	0%	\$ -	\$ -		\$ -	-
REVOLVING LOAN - FUND 20									
Loans	\$ -	\$ -	\$ -		\$ 6,548	\$ -		\$ 6,548	1,985
TOTAL	\$ -	\$ -	\$ -	0%	\$ 6,548	\$ -		\$ 6,548	1,985
REVOLVING LOAN - GREEN JOBS - FUND 21									
Loans	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
TOTAL	\$ -	\$ -	\$ -	0%	\$ -	\$ -		\$ -	-
ALL TOTALS	\$ 4,709,576	\$ 124,501	\$ 4,585,075	3%	\$ 39,991	\$ 87,567	\$ 7,744	\$ 135,302	\$ 6,238
					CASH BALANCES				
					GENERAL FUND		\$ 158,836		
					AGING FUND		\$ 186		
					WIA FUND		\$ 81,679		
					MICRO LOAN FUND		\$ 23,047		
					REVOLVING LOAN FUND		\$ 726,689		
					GREEN JOBS R/L FUND		\$ 5,585		
					TOTALS		\$ 996,021		

ROBTECARR/FINANCE DIRECTOR



	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
GENERAL FUND - II									
KTRFDC	\$ 53,000	\$ 1,456	\$ 51,544		\$ -	\$ 1,456		\$ 1,456	-
E:DA Planning	\$ 97,502	\$ 9,848	\$ 87,654		\$ 29,250	\$ (19,402)	\$ -	\$ 9,848	-
Revolving Loan Fund	\$ 17,595	\$ 755	\$ 16,840		\$ -	\$ 755		\$ 755	-
Micro Loan Fund	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Rural Transportation	\$ 121,030	\$ 10,224	\$ 110,806		\$ -	\$ 8,179	\$ 2,045	\$ 10,224	-
Bike Ped Path Plan	\$ 13,500	\$ 2,820	\$ 10,680		\$ -	\$ 2,820		\$ 2,820	-
CFAI	\$ 6,000	\$ 1,681	\$ 4,319		\$ -	\$ 1,345	\$ 336	\$ 1,681	-
Mobility Manager	\$ 92,900	\$ 146	\$ 92,754		\$ -	\$ 146		\$ 146	-
Bunn Zoning	\$ 5,000	\$ 237	\$ 4,763		\$ -	\$ 237		\$ 237	-
Warrenton Zoning	\$ 2,500	\$ -	\$ 2,500		\$ 2,700	\$ -		\$ 2,700	2,700
Franklin Co. Building Reuse	\$ 25,000	\$ -	\$ 25,000		\$ -	\$ -		\$ -	-
Aging - Planning & Admin.	\$ 187,380	\$ 21,173	\$ 166,207		\$ -	\$ 16,750	\$ 4,423	\$ 21,173	-
Aging - Ombudsman	\$ 106,146	\$ 8,925	\$ 97,221		\$ -	\$ 8,033	\$ 893	\$ 8,925	-
Aging - Elder Abuse	\$ 4,708	\$ -	\$ 4,708		\$ -	\$ -		\$ -	-
Aging - Evidence Based	\$ 20,490	\$ 471	\$ 20,019		\$ -	\$ 424	\$ 47	\$ 471	-
Aging - AAA Admin	\$ 48,263	\$ 1,203	\$ 47,060		\$ -	\$ 1,203		\$ 1,203	-
Aging - Medicare SHIP	\$ 5,000	\$ 311	\$ 4,689		\$ -	\$ 311		\$ 311	-
Aging - MIPPA	\$ 16,322	\$ 522	\$ 15,800		\$ -	\$ 522		\$ 522	-
Aging - Caregiver I	\$ 95,000	\$ 10,700	\$ 84,300		\$ -	\$ 10,700		\$ 10,700	-
Aging - Caregiver (Other)	\$ -	\$ -	\$ -		\$ 350	\$ -		\$ 350	350
Aging - NC DOT Project	\$ 300,000	\$ -	\$ 300,000		\$ -	\$ -		\$ -	-
Aging - LCA	\$ 30,000	\$ 5,681	\$ 24,319		\$ -	\$ 5,681		\$ 5,681	-
Aging - CATCH Community Services	\$ -	\$ 180	\$ (180)		\$ -	\$ 180		\$ 180	-
Aging - Triangle North Healthcare Foundation	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Aging - Senior Games	\$ 7,500	\$ 1,007	\$ 6,493		\$ -	\$ 1,007		\$ 1,007	-
WIA Adult Program	\$ 145,974	\$ 18,959	\$ 127,015		\$ -	\$ 18,959		\$ 18,959	-
WIA Youth Program	\$ 116,634	\$ 8,050	\$ 108,584		\$ -	\$ 8,050		\$ 8,050	-
WIA Disloc Work Prog	\$ 123,241	\$ 2,896	\$ 120,345		\$ -	\$ 2,896		\$ 2,896	-
WIA Admin	\$ 230,957	\$ 16,332	\$ 214,625		\$ -	\$ 16,332		\$ 16,332	-
WIA NEG OUT	\$ 2,000	\$ -	\$ 2,000		\$ -	\$ 59		\$ 59	59
Granville Co. SS CDBG	\$ 10,000	\$ 385	\$ 9,615		\$ -	\$ 385		\$ 385	-
Granville Co. SFR	\$ 170,000	\$ -	\$ 170,000		\$ -	\$ -		\$ -	-
Vance Co. SS CDBG	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Vance Co. SFR	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Vance Co. NSP	\$ -	\$ 413	\$ (413)		\$ -	\$ 413		\$ 413	-
Warren Co. SS CDBG	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Person Co. CDBG SS	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Roxboro SFR	\$ 170,000	\$ 126	\$ 169,874		\$ -	\$ 126		\$ 126	-
Miscellaneous	\$ -	\$ -	\$ -		\$ 1,144	\$ -		\$ 1,144	1,144
Contingency	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
TOTAL	\$ 2,223,642	\$ 124,501	\$ 2,099,141	6%	\$ 33,444	\$ 87,567	\$ 7,744	\$ 128,751	4,253

Finance Report

Motion # 5

Motion was made by Danny Wright to approve the Finance Reports as presented. James O'Geary seconded the motion. The motion carried unanimously.

Rob advised the Board Members that the COG had received a letter from the LGC in regards to our Audit which ended June 30, 2014. The LGC is also questioning things that our Auditor had highlighted – the lack of segregation of duties and where some requested expenses had exceeded budgeted amounts. The segregation of duties is a challenge for all small offices, and changes have been implemented to segregate duties as best we can with limited staff and procedures have been put in place to have Budget Amendments approved before expending funds and to have all funds for 2 year grants budgeted up front.

Members were informed that Diane has drafted a letter to the LGC with new procedures explained and that it will be mailed out tomorrow.

Stronger Economies Together (SET)

Planning Director, Will Brooks advised that the COG had put in an application for a SET grant and just recently learned that the Kerr-Tar COG has been approved. Only two regions from North Carolina were selected for this program.

This will provide us with an opportunity to have higher quality regional economic development plans and will allow us to develop a new plan to replace our current CEDS. Additional partners will join the 19 member team that has already been established and the schedule calls for monthly planning sessions. These sessions will be rotated around the five county area. The kick off meeting will be held on October 5th at Granville Expo Center beginning at 8:30 am. We should receive assistance via coaching, data/analysis, technical assistance and peer to peer networking.

Timeline for this project is:

- Kick-off meeting on October 5th
- Planning Phase lasting 6-12 months
- Implementation Phase

This process is intended to compliment local economic development work around the region.

Will reminded folks to be on the look out for their 'e-vite' to the kick off meeting.

Loan Review Committee Appointment

Diane Cox advised that there are currently two openings on the Loan Review Committee. It has been recommended to have Economic Development Director, Ken Bowman of Warren County to fill one of the vacancies.

LRC Appointment

Motion # 6

Motion was made by Tommy Hester to appoint Ken Bowman to the LRC as recommended. Kevin Easter seconded the motion and the motion carried unanimously.

NC Nothing Compares – Video Clip

Board Members had the opportunity to see the new video that has been rolled out by the Department of Commerce for Economic Development and Tourism for the state. The new branding video goes from Green to Blue across the state emphasizing the diverse landscape from the mountains to the sea simply.....nothing compares and it incorporates their new logo. Members agreed it was an impressive video clip for the state.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Diane Cox asked members to review the information previously sent out in her Executive Director Report.

Highlights from Diane this evening included:

- David Smith has been chosen as the recipient of the 2015 SE4A Aging Local Impact Award. He was nominated by the Kerr-Tar AAA. This award recognizes public officials who have made significant impact on the quality of life for older adults. It is one of the highest honors given by the SE4A Board. The award will be presented at the SE4A conference on October 12th in Savannah, GA.
- KTCOG is receiving recognition for 3 Innovation Projects and will receive these awards at the NADO Annual Conference in New Orleans in late October. The projects include:
 - Building Economic Resilience in the Kerr-Tar Region
 - Kerr-Tar Regional STEM Education Summit
 - Surfing the Silver Tsunami – A Boomer, Senior and Caregiver Expo
- KTCOG was invited to submit a grant application to Triangle North Healthcare Foundation for the VDT (Virtual Dementia Tour) Program. We are requesting \$10,000 to support training for the COG's Family Caregiver Specialist to become a fully certified trainer to allow us to train nursing home staff, EMS and law enforcement, etc.
- The process of interviewing for the AAA Director position has started and the hope is to have the position filled in the next month.
- The WDB (Workforce Development Board) will meet at the COG office on Sept. 1st. at 6PM. Guest speaker will be Danny Giddiens from the NC Dept. of Commerce, Workforce Solutions.
- NCWorks Career Centers are registering more job seekers on the new NCWorks mobile app to connect them to meaningful employment. Mobile app allows users to apply for jobs, compare their skills to job requirements, and learn more about a career or industry. It also has special features for veterans.
- The COG is still assisting Vance County with application preparation and administration for a USDA loan for the Vance County Animal Shelter. Construction should start sometime in late October or November. COG has also submitted a request to the NC Veterinary Medical Association for funding for kennels and equipment for the shelter.
- We received \$5,000 technical assistance contract to provide assistance to the City of Henderson to prepare a grant application for the NC Dept. of Commerce Downtown Associate Community Program.

- We prepared a successful grant application for the City of Henderson for a grant of \$90,955 to extend city water service in support of an expansion by a local business, Jerry's Artarama. This business plans to create 50 jobs. COG will also administer funds and provide technical assistance.
- We are providing assistance to the Town of Warrenton with a grant application to the NC Rural Center to host a disaster resiliency training workshop. Selected towns will receive \$5,000 award for hosting the training. This would provide training and tools for local community and business leaders to increase disaster resiliency and to ensure more successful post-disaster economic recovery. Only towns with fewer than 7,500 people within a 39 county area were eligible to apply.
- Two CMAQ applications were received and submitted in July for the FY 16 allocation for the Kerr Tar RPO. Two projects were:
 - City of Oxford for sidewalks from Industry Drive to Coventry Dr. (CMAQ funds of \$240,000 with local match of \$60,000 required).
 - Granville County (Greenway connection of 1.5 miles from Butner and Creedmoor areas) CMAQ funds of \$270,430 with \$68,000 local match and additional funding by CAMPO
- We plan to submit an application to EPA for the Brownfields Assessment Grant program. Staff released a Request for Qualifications (RFQ) from firms to contract and assist with applying for the Communitywide Brownfields Assessment Grant, to carry out assessments, community outreach, etc. The RFQs are due by September 3, 2015. This grant application could be \$400,000.
- Staff is working to develop a new KTCOG website. Current site is not working properly. Hope to have new website up and running by year end. Funding for this project is in current year's budget.
- Sad news is that our Finance Director, Rob TeCarr will be leaving us. We will miss Rob and the dedication he brought to the COG but he and his family will be moving back to Syracuse due to family concerns. We wish him the best upon his departure.

The Kerr Tar COG offers a number of additional services for member governments. If you need any of the following, please check with the COG first:

- Special studies ;
- Surveys (citizen, special issue, employee, P&R);
- Various types of plans (P&R, revitalization, redevelopment, business development, etc.);
- Visualization Services and Graphic Design, Mapping Services
- Grant Writing and Administration
- Training and Staffing for Planning Board and Board of Adjustments, Zoning Ordinance Administration and Enforcement
- Meeting Facilitation
- Demographic and Labor Market Data

UNITED STATES SENATE UPDATE

Diane explained that we had reached out to Betty Jo Shephard from Senator Burr's office to make a presentation this evening, and regrettably she had to change her plans at the last minute and will not be joining us this evening.

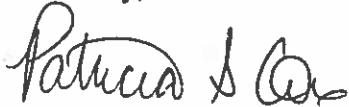
We do have a brief video clip to share with you from Austen Shearer who is a liaison from Senator Thom Tillis office and a brief Session update from Senator Tillis.

PUBLIC COMMENT AND ANNOUNCEMENTS

Annual Awards Banquet will be held on September 24th at Boondocks in Youngsville. Planning Director, Will Brooks will be providing a map that designates the parking areas closet to Boondocks. Members were encouraged to RSVP as soon as possible and to come join in the yearly celebration!

There being no further business, the meeting adjourned.

Sincerely,

A handwritten signature in black ink, appearing to read "Patricia S. Cox". The signature is written in a cursive, flowing style.

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



*Planning and Development
for a Better Region K*
Executive Director's Report
October 22, 2015

Executive Director Activities:

Jillian Hardin will join the COG as the Area Agency on Aging Director on October 19, 2015. Jillian received her undergraduate degree in communications from Western Carolina University and her MPA from UNC-Pembroke. She has been employed with the Eastern Carolina Council Area Agency on Aging as a Human Services Planner for the past 8 years.

Tony Sumter joined the COG as a Regional Planner/Mobility Manager on October 5, 2015. Tony received his undergraduate degree from North Carolina A&T University and is currently in the MPA program at North Carolina Central University.

I have conducted interviews for the COG Finance Directors position and will be re-posting the position.

Peter Gorman is currently interning for the Planning Department. Peter is attending graduate school at UNC-Chapel Hill.

I attended the SA4A Conference in Savannah, GA on Oct. 11-13 to accept the Aging Impact Award on behalf of Granville County Commissioner and COG Board Member David Smith. The award is presented to a local elected official who has made significant contributions to improving the quality of life for older adults. Presentation of the award will be made at the October 19th meeting of the Granville County Commissioners.

The Kerr-Tar COG will receive three NADO Innovation Awards at the upcoming National Training Conference, October 24-27 in New Orleans. Will Brooks, Melissa Catlett and I will attend the conference to accept the awards.

I Coordinated and attended various meetings regarding the marketing of the Triangle North sites.

Workforce Development Program Activities:

Workforce Development Department has submitted a \$30,000 planning grant to work with local community colleges and public school systems to identify career pathways in Skilled Trades that are relevant to the local labor market in order to get them certified by the NC Works Commission. The community colleges and Career Technical Education have skilled trades pathways established; however, they are designed for grades 9-14. Certification through the NC Works Commission of pathways would allow greater access to the universal population in the region.

On Wednesday, October 7th, the Department received notification of the closing of Novant Health in Franklin County. The final day for most employees will be on Friday, October 16th. Rapid response employee orientation sessions were scheduled for Tuesday, October 13th, and a hiring event at the hospital is scheduled for Thursday, October 15th.

In partnership with VGCC, Workforce Development Department is planning information sessions on October 13th and October 15th for November classes in Carpentry, and VGCC's new Hospitality START short-term training program.

Business Services Representative has met with CTE Directors in the region regarding submission of NC Work Ready Community applications for the region.

Workforce Development has on-the-job training grants available to local businesses. If you know of businesses that may benefit from these grant programs, please have them contact Lou Grillo at lgrillo@kerrtarco.org

Area Agency on Aging Program Activities:

Please join us for our 8th Annual Alzheimer's Caregiver Education Conference at Vance-Granville Community College in the Civic Center on Thursday, October 15 from 8:00 AM to 4:00 PM. For more information and to register please contact Melissa Catlett at 252-436-2040 today!

Medicare Open Enrollment is Oct. 15 to Dec. 7 - Kerr-Tar's Area Agency on Aging and partner agencies work together to provide Medicare counseling to the community. Please contact Aging Projects Coordinator Sheila Brown at 252-436-2040 or sbrown@kerrtarco.org for more information.

Planning and Development Activities:

SPOT 4.0 Update – Kerr-Tar RPO submitted the list of modifications to existing projects and anticipated intersection/interchange projects from P3.0 for Prioritization 4.0 to NCDOT on September 1, 2015. The next step will be submitting new candidate projects for the KTRPO.

South East High Speed Rail Updates- The U.S. Department of Transportation (DOT)'s Federal Railroad Administration (FRA), the State of North Carolina and the Commonwealth of Virginia announced that they have signed off on the Final Environmental Impact Statement (FEIS) for the proposed Richmond to Raleigh (R2R) passenger rail line along the Southeast Corridor. The completion of the FEIS is one of the final steps necessary before construction of the project can move forward once funding is secured. To read the FEIS, visit <http://www.fra.dot.gov/eLib/Details/L17056>

The Town of Warrenton has been selected as a host site for the Disaster Resiliency through Leadership and Training Program at the Rural Center. As a host town in collaboration with Rural Center staff, they will develop the content of the workshop, identify local speakers, and showcase disaster mitigation steps taken locally. The Town will receive a \$5,000 award as a host community.



The SET Civic Forum was held on Wednesday, October 5th at the Granville County Civic & Expo Center. The forum officially kicked off the strategic planning process for regional economic development at a grassroots level. With 50 participants from both public and private agencies, roundtable discussions were held around topics relevant to Region K, whereas the recorded responses will serve as the plan foundation. Stronger Economies Together or SET is a competitively chosen planning process that engages rural regions to receive coaching and development of a high quality planning document. The first planning session will be the morning of November 13th at the COG office.

General Information

COG Office will be closed November 11, 2015 in observance of Veteran's Day.

November COG Board Meeting will be held November 19, 2015.

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Executive Committee
August 27, 2015

MEMBERS PRESENT:

Henry Daniel
Walter Gardner
Tommy Hester
Linda Jordon
Gary Plummer
Joe Shearon
Danny Wright

Sidney Dunston
Terry Garrison
Zelodis Jay
Pete O'Geary
Barry Richardson
David Smith

COG STAFF PRESENT:

Diane Cox
Rob TeCarr
Gina Parham

OTHERS:

Jim Wrenn

Call to Order

Vice Chairman Tommy Hester called the meeting to order and asked Executive Director, Diane Cox to move forward with the itinerary to review current building lease and utility expenses with the Executive Committee.

Diane advised that the Executive Committee had appointed a building committee, consisting of Barry Richardson, Sidney Dunston and Tommy Hester. This committee was asked to review the existing lease with Vance County for the COG's office space and janitorial and utilities cost that is being expended with Vance County Schools.

Members were provided the following information:

- Current lease runs through June 30, 2016
- Currently pay \$9.50 sq. foot
- KTOG occupies 5,661 sq. feet not including common areas
- Building consists of 46,484 sq. feet making COG's share 12%
- FY15 total rent equals \$52,364
- Utilities and janitorial agreement expired June 30, 2013 and we are currently on a month to month agreement
- Utilities - KTCOG pays 20% of utilities and supplies
- Janitorial – KTCOG pays 25% of the salaries and benefits of the VCS janitorial staff
- FY15 total utilities & janitorial services equals \$31,980
- Total FY15 rent, utilities and janitorial services equals \$84,344

Proposed Plan of Action proposed by the Building Committee:

- Send a request to Vance County asking for a reduction in the rent to \$8.50 sq. ft. This would decrease the annual rental expense by \$5,661

- KTCOG has already approached Vance County Schools with a request to reduce the utilities and cleaning to 12%. At 12% the annual utilities and cleaning expense would be reduced by \$12,000-\$15,000.
- KTCOG has also received 2 other quotes for cleaning which were both less by approximately \$700 per month. Switching janitorial services would save approximately \$8,400 a year
- Total annual rent and utilities at 12% equals \$65,000 which is a savings of \$20,000 per year.

Discussions arose once the proposal was finished. Members agreed that if the rent and utilities expenses can not be reduced then the KTCOG go on forward with a month to month basis and continue to look for other alternatives. Members were also informed that the Cleaning Agencies that had provided proposals currently clean for other government entities.

Rent Reduction Letter
Motion # 1

Motion was made by David Smith, seconded by James O'Geary to go move forward with a letter to Vance County asking for a reduction in rent to \$8.50 sq. foot. Motion carried unanimously.

There being no further business or comments the meeting was adjourned.

Respectfully submitted,



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

NEWS RELEASE

The Kerr-Tar Regional Council of Governments held its Annual Awards Banquet on Thursday, September 24, 2015 at The Boondocks in Youngsville, NC. Elic A. Senter., Chairman of the Kerr-Tar Board of Directors presided over the meeting, which hosted an attendance of 143.

New officers for 2015/2016 were installed as follows:

**CHAIRMAN: Tommy Hester – Vance County
Vance County Commissioner**

**VICE CHAIRMAN: Barry Richardson – Warren County
Warren County Commissioner**

**TREASURER: Quon Bridges – City of Oxford
Council Member City of Oxford**

Donna Lee sang the National Anthem prior to dinner and the Sourwood Mountain Band also provided special entertainment.

Kerr-Tar Annual Award presentations were made as follows:

PRESENTED OUTSTANDING REGION K COUNCIL OF GOVERNMENTS' BOARD MEMBER AWARD

James D. "Pete" O'Geary – Mayor City of Henderson
Making the presentation was Frank Frazier
Manager of the City of Henderson

OUTSTANDING REGION K MUNICIPAL ELECTED OFFICIAL

Terry Turner – Town of Butner
Making the presentation was Linda Jordon
Council Member Town of Butner

OUTSTANDING REGION K COUNTY ELECTED OFFICIAL

Archie B. Taylor, Jr. – Vance County Commissioner

Making the presentation was Tommy Hester

Vance County Board of Commissioners

OUTSTANDING CITY OR COUNTY MANAGER

Robert Davie – Town of Warrenton

Making the presentation was Walter Gardner

Mayor of the Town of Warrenton

OUTSTANDING CITY OR COUNTY CLERK TO THE BOARD

Barb Rote – City of Oxford

Making the presentation was Jackie Sergent

Mayor of the City of Oxford

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
October 22, 2015

Members Present

John Alston
Pete Averette
Francine Chavis
Henry Daniel
Kevin Easter
Tommy Hester
Ken Bowman Alternate for Jennifer Jordan
Pete O'Geary
Mike Felts Alternate for David Smith

Mary Anderson
Quon Bridges
Jimmy Clayton
Sidney Dunston
Terry Garrison
Zelodis Jay
Dazale Kearney
Bryan Pfohl
Danny Wright

COG Staff:

Diane Cox
Vincent Gilreath
Luis Grillo
Jillian Hardin
Will Brooks
Donna Lee
Gina Parham

Others:

Gerald Koinis
Darin McClure – Mid Atlantic Associates
Chuck Hoffman - Mid Atlantic Associates
Eric Naisbitt – Senator Barefoot's office
Eddie Ellington – Mayor Elect Henderson
Kenneth McLamb – Town of Stern
Harry Mills – Granville County EDC

Invocation

Chairman Hester asked James 'Pete' O'Geary to render the invocation prior to dinner.

Call to Order

Chairman Hester called the meeting to order and welcomed the guests. He stated that there is one addition to the Agenda. We are requesting to go into Closed Session with the COG attorney to discuss a revolving loan settlement pursuant to NCGS 143-318-11 (a) (3). He further stated that we are currently one short for a quorum, however we would proceed with the meeting as others are expected to arrive shortly.

Presentation of Minutes

Chairman Hester asked if Board Members had reviewed the Executive Committee and COG Board Meeting Minutes of August 27, 2015. Commented we would have to wait for quorum to vote.

NEW BUSINESS

Chairman Hester asked Diane Cox to continue with the next Agenda items.

Budget Amendments

Executive Director Diane Cox presented Budget Amendments for FY 15/16 for the Aging Program. Also noted approval would be delayed. She did note that the COG just received word of a new grant and this will show in the October Budget Amendments.

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, October 22, 2015**

FY15-16

FUND 10 - GENERAL FUND

<u>BUDGET AMENDMENT # 5</u>	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
<u>AGING - CATCH Community Services</u>	<u>5947</u>			
<u>EXPENDITURES</u>				
Contracted Services	200	0	260	26C
		0	260	26C
<u>REVENUES</u>	<u>3630</u>			
AGING-CATCH Program	O10	0	260	26C
		0	260	26C
This amendment reflects additional funding received to close out program.				

Finance Report

Executive Director Diane Cox presented the Finance Reports for September 2015 for review. She further stated there were no significant changes and that approval would be delayed on this item as well.

	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
GENERAL FUND - 10									
KTRED	\$ 53,000	\$ 9,191	\$ 43,809	17	\$ 3,663	\$ 5,527		\$ 9,191	-
EDA Planning	\$ 97,502	\$ 25,170	\$ 72,332	26	\$ 29,960	\$ (4,790)	\$ -	\$ 25,170	-
Revolving Loan Fund	\$ 17,595	\$ 1,615	\$ 15,980	9	-	\$ 1,615		\$ 1,615	-
Micro Loan Fund	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Rural Transportation	\$ 121,030	\$ 32,165	\$ 88,865	27	\$ 261	\$ 25,471	\$ 6,433	\$ 32,165	-
Bike Ped Path Plan	\$ 13,500	\$ 6,778	\$ 6,722	50	-	\$ 6,778		\$ 6,778	-
CFAT	\$ 20,213	\$ 6,813	\$ 13,400	34	-	\$ 5,450	\$ 1,363	\$ 6,813	-
Mobility Manager	\$ 92,900	\$ 2,716	\$ 90,184	3	-	\$ 2,716		\$ 2,716	-
Bunn Zoning	\$ 5,000	\$ 1,066	\$ 3,934	21	\$ 833	\$ 234		\$ 1,066	-
Warrenton Zoning	\$ 2,700	\$ -	\$ 2,700	0	\$ 2,700	\$ -		\$ 2,700	2,700
Franklin Co. Building Reuse	\$ 15,000	\$ 642	\$ 14,358	4	\$ 7,500	\$ -	\$ 5,624	\$ 7,500	6,858
Aging - Planning & Admin.	\$ 187,380	\$ 26,921	\$ 160,459	15	\$ 20,993	\$ 304	\$ 5,624	\$ 26,921	-
Aging - Ombudsman	\$ 106,146	\$ 27,253	\$ 78,893	26	\$ 16,302	\$ 8,226	\$ 2,725	\$ 27,253	-
Aging - Elder Abuse	\$ 4,708	\$ 439	\$ 4,269	9	\$ 148	\$ 44	\$ 247	\$ 439	-
Aging - Evidence Based	\$ 20,490	\$ 3,783	\$ 16,707	18	\$ 1,329	\$ 2,075	\$ 378	\$ 3,783	-
Aging - AAA Admin	\$ 48,263	\$ 8,654	\$ 39,609	18	\$ 5,363	\$ 3,291		\$ 8,654	-
Aging - Medicare SHIP	\$ 5,000	\$ 2,578	\$ 2,422	52	-	\$ 2,578		\$ 2,578	-
Aging - MIPPA	\$ 16,322	\$ 1,769	\$ 14,553	11	-	\$ 1,769		\$ 1,769	-
Aging - Caregiver I	\$ 95,000	\$ 27,945	\$ 67,055	29	\$ 19,396	\$ 8,549		\$ 27,945	-
Aging - Caregiver (Other)	\$ -	\$ -	\$ -		\$ 500	\$ -		\$ 500	500
Aging - NC DOT Project	\$ 300,000	\$ -	\$ 300,000	0	\$ -	\$ -		\$ -	-
Aging - LCA	\$ 30,000	\$ 7,079	\$ 22,921	24	\$ 6,758	\$ 321		\$ 7,079	-
Aging - CATCH Community Services	\$ -	\$ 180	\$ (180)		\$ 260	\$ -		\$ 260	80
Aging - Triangle North Healthcare Foundatio	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Aging - Senior Games	\$ 7,500	\$ 1,699	\$ 5,801	23	\$ -	\$ 1,699		\$ 1,699	-
WIA Adhlt Program	\$ 145,974	\$ 50,712	\$ 95,262	35	\$ 35,514	\$ 15,198		\$ 50,712	-
WIA Youth Program	\$ 116,634	\$ 25,206	\$ 91,428	22	\$ 16,771	\$ 8,434		\$ 25,206	-
WIA Disloc Work Prog	\$ 123,241	\$ 17,028	\$ 106,213	14	\$ 8,714	\$ 8,314		\$ 17,028	-
WIA Admin	\$ 230,957	\$ 52,765	\$ 178,192	23	\$ 32,932	\$ 19,833		\$ 52,765	-
WIA NEG OJT	\$ 2,000	\$ -	\$ 2,000	0	\$ -	\$ 59		\$ 59	59
Granville Co. SS CDBG	\$ 10,000	\$ 987	\$ 9,013	10	\$ 623	\$ 364		\$ 987	-
Granville Co. SFR	\$ 170,000	\$ -	\$ 170,000	0	\$ -	\$ -		\$ -	-
Vance Co. SS CDBG	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Vance Co. SFR	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Vance Co. NSP	\$ 3,000	\$ 2,117	\$ 883	71	\$ 1,139	\$ 978		\$ 2,117	-
Warren Co. SS CDBG	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Person Co. CDBG SS	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
Roxboro SFR	\$ 170,000	\$ 182	\$ 169,818	1	\$ -	\$ 182		\$ 182	-
Miscellaneous	\$ -	\$ -	\$ -		\$ 1,144	\$ -		\$ 1,144	1,144
Contingency	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	-
TOTAL	\$ 2,231,055	\$ 343,452	\$ 1,887,603	15%	\$ 212,803	\$ 125,220	\$ 16,770	\$ 354,794	11,342

AGING FUND-FUND 11										
Aging - Block Grant	\$ 1,769,445	\$ 255,986	\$ 1,513,459	14	\$ 241,553	\$ 14,433	\$ 255,986	-		
Aging - Legal	\$ 9,205	\$ 1,764	\$ 7,441	18	\$ 1,764	\$ -	\$ 1,764	-		
Aging - Sr Cit Gen Purp	\$ 62,292	\$ -	\$ 62,292	0	\$ -	\$ -	\$ -	-		
Aging - Fans	\$ 3,050	\$ -	\$ 3,050	0	\$ -	\$ -	\$ -	-		
Aging - Caregiver	\$ 46,093	\$ 6,584	\$ 39,509	14	\$ 6,584	\$ -	\$ 6,584	-		
TOTAL	\$ 1,890,085	\$ 264,334	\$ 1,625,751	14%	\$ 249,901	\$ 14,433	\$ 264,334	-		
WORKFORCE - FUND 13										
WIA Adult Program	\$ 475,000	\$ 17,458	\$ 457,542	4	\$ 34,216	\$ (16,758)	\$ 17,458	-		
WIA Adult ITA's	\$ 55,000	\$ -	\$ 55,000	0	\$ -	\$ -	\$ -	-		
WIA Youth Program	\$ 623,300	\$ 37,552	\$ 585,748	8	\$ 23,060	\$ 14,492	\$ 37,552	-		
WIA Disloc Work Prog	\$ 475,000	\$ 17,458	\$ 457,542	4	\$ 34,216	\$ (16,758)	\$ 17,458	-		
WIA Disloc Work ITA's	\$ 55,000	\$ -	\$ 55,000	0	\$ -	\$ -	\$ -	-		
WIA NEG-OJT	\$ 100,000	\$ 2,064	\$ 97,936	2	\$ 5,578	\$ (3,514)	\$ 2,064	-		
TOTAL	\$ 1,783,300	\$ 74,532	\$ 1,708,768	4%	\$ 97,069	\$ (22,537)	\$ 74,532	-		
MICRO-LOAN - FUND 15										
Loans	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	-		
TOTAL	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	-		
REVOLVING LOAN - FUND 20										
Loans	\$ 51,763	\$ 38	\$ 51,725		\$ 13,971	\$ -	\$ 13,971	9,370		
TOTAL	\$ 51,763	\$ 38	\$ 51,725	0%	\$ 13,971	\$ -	\$ 13,971	9,370		
REVOLVING LOAN- GREEN JOBS - FUND 21										
Loans	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	-		
TOTAL	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	-		
ALL TOTALS	\$ 5,956,203	\$ 682,356	\$ 5,273,847	11%	\$ 573,743	\$ 117,116	\$ 707,630	20,712		
CASH BALANCES										
GENERAL FUND					\$ 154,277					
AGING FUND					\$ 186					
WIA FUND					\$ 75,332					
MICRO LOAN FUND					\$ 23,047					
REVOLVING LOAN FUND					\$ 734,112					
GREEN JOBS RLF LOAN FUND					\$ 5,585					
TOTALS					\$ 992,538					

Donna Lee
DONNA LEE / FINANCE SPECIALIST

EXECUTIVE DIRECTOR'S REPORT

Executive Director Diane Cox asked members to review the information previously sent out in her Executive Director Report.

Highlights from Diane this evening included:

- Announced the hiring of new Aging Director, Jillian Hardin. She stated that Jillian comes to us from the Eastern Carolina Council of Governments. We are glad to have her in place.
- Hired new Regional Planner/Mobility Manager Tony Sumter as part of the Planning Team. Tony is currently in the Grad Program at NC Central.
- Still in process of finding a Finance Director. Plans are to re-advertise the position and until it can be filled, the COG plans to contract with a local CPA firm for financial reporting.
- Diane advised that Board Member David Smith was not with us tonight due to an accident while cutting a tree. The accident was minor and he is home recovering.
- Diane advised that she traveled to Savannah to receive the Local Aging Impact Award for David Smith and that she had the honor of presenting this award to him at the Granville County Board meeting on October 19th.
- NADO conference is coming up and pleased to announce 3 staff members have been recognized with NADO innovation awards and will be going to New Orleans. These members are: Will Brooks – Planning, Melissa Catlett – Aging and Diane Cox for the STEM Summit.
- Auditors will be on site next week. Kudos to Donna Lee for stepping up to get items ready for their review. Hopefully they will finish up next Friday or the following Monday.
- COG Workforce Development staff received a warning of a planned closure and mass layoff from Novant Franklin Medical Center on Oct. 7th. On Oct. 8th the Rapid Response Team lead by Lou Grillo met with Franklin Medical Center Executive staff on site and via conference call. On Oct. 13th the local Rapid Response Team provided information sessions at Franklin Medical Center for the entire staff to communicate the support and training options available to them via the NCWorks Career Centers and VGCC. Rapid Response team was comprised of KTCOG staff, KT Workforce Development Board, NCWorks Career Center and VGCC Continuing Education and Nursing programs. On Oct. 15th the Rapid Response team worked with Franklin Medical Center Executive staff to host a hiring event from 9AM until 5PM that hosted 11 North Carolina hospitals. As a result it has been communicated to the NCWorks center that at least 30 employees were offered positions during the event and as of today they believe that 36 have been offered positions. Special thanks were extended to the following for their participation at the event:
 - Novant Health
 - Maria Parham
 - Granville Medical
 - Person Memorial
 - REX Healthcare
 - Wake Med
 - Ashe Memorial
 - Nash Healthcare

- Halifax Regional Medical Center
 - Wilson Medical Center
- WIA staff also worked a hiring event at Phillips Optium in Henderson today. Five companies were on-site conducting interviews and discussing opportunities. Lou Grillo advised that a number of applications were taken.
- Workforce Development received a \$30,000 planning grant to work with local community colleges and public school systems to identify career pathways in skilled trades that are relevant to the local labor market.
- Aging Department received a \$10,000 grant from the Triangle North Healthcare Foundation for our "Virtual Dementia" program. These funds will be used for the COG's Family Caregiver Specialist to become a certified trainer. She will in turn train additional facilitators. Groups targeted for outreach include family caregivers, EMS/law enforcement and nursing home staff.
- Thanks were extended to Melissa Catlett for organizing a very successful Alzheimer's Caregiver Education Conference last Thursday at VGCC. There were approximately 90 participants and 15 vendors at this event.
- Town of Warrenton has been chosen as a host site for Disaster Resiliency workshops through the Leadership and Training Program at the Rural Center. The Town received \$5,000 award. The COG Planning Department assisted with the application.
- CMAQ funding target allocation for the KTRPO for FY 2017 is \$525,406 and the COG anticipates \$14,976 unused funds from the KTRPO FY 2016 that should be available for the FY 2017 for a total of \$540,382. Three applications were received for this round of funding. Total cost combined (not including the match) for all three projects is \$966,400. We are limited on how many projects we can submit based on how much funding is available. The KTRPO staff used a CMAQ Prioritization process that was designed to be used when the RPO receives more application requests than available funding. Based on that process, the highest scoring project was the Roxboro, Person County Pedestrian and Bicycle Reconnect project. After submitted this project, there is \$21,982 of CMAQ funds available, but is not enough to fund another project and is not available to roll over to the next round of funding. This recommendation was presented to the TCC/TAC members and they approved to endorse and submit the Roxboro, Person County Pedestrian and Bicycle Reconnect Project to NCDOT for CMAQ funding. This motion was passed by TCC/TAC and submitted to NCDOT on October 15th.
- Received a funding award letter from NCDOT for two applications that were submitted for FY 2016. Both applications have completed the required interagency review and been awarded CMAQ funding. These projects are: Granville County Butner to Creedmoor Greenway Application and the City of Oxford's Sidewalk (Phase 2) projects. Applicants were notified and next step is for applicants to initiate the local agreement with NCDOT Local Program Management Office to begin project.

Overview of EPA Brownfields Assessment Project

Darin McClure and Chuck Hoffman of Mid-Atlantic Associates joined the group to explain the Brownfields Project. He explained that their office had been contracted by the KTCOG to assist with the applications for an EPA Brownfield Grant. He further stated that the agency has a staff of 18 individuals.

Highlights of Darin's presentation included:

- "Brownfield" is an abandoned, idle or under used property.
- Assessment Grants are up to \$400,000

- Clean-up Grants are \$350,000 per site
- Requires area wide planning
- Starting with Community Outreach
- Site Inventory
- Build lists and prioritize
- Site Assessments (Phase I & II)
 - Assessments include Groundwater, Air and Soil Tests
- Three Key Elements to Success
 - Community Education (Built on Trust & Education)
 - Grant Program (Knowledge of terms & conditions. Good track record with EPA Manager)
 - Maximize Successes (Look for opportunities with both programs)
- Tax Incentives – 'de-facto'
- Five year exclusion on improvements

To highlight exactly what could be accomplished with this type project the following success stories were reviewed with the board:

- Restaurant from old Gas Station in Enfield, NC
- River Landing, Williamston, NC
- Phoenix Landfill, Havelock, NC
- Patterson Mill, Roanoke Rapids, NC

Darin advised that he and the staff are excited to work on this project and that this presentation could be emailed out to anyone that needs it to present to their local boards.

Will asked about a timeline and Darin provided the following:

- Grant Applications are due December 18th
- Announcements in April or May
- Grants awarded in October

Chairman thanked Darin for the informative presentation. He also advised that we now have a quorum and would like to move forward with items that needed approval.

Chairman Hester noted that with the addition of one additional Board member a quorum was established.

Minutes

Motion # 1

Motion was made by Kevin Easter, seconded Bryan Pfohl to approve the Minutes as written. The motion carried unanimously.

Finance Report

Motion # 2

Motion was made by Danny Wright to approve the Finance Report as presented. Bryan Pfohl seconded the motion. The motion carried unanimously.

Budget Amendments

Motion # 3

Pete O'Geary made a motion to approve Budget Amendments as presented. Kevin Easter seconded the motion and it carried unanimously.

Closed Session

Motion #4

Motion was made by Pete O'Geary to go into Closed Session with Board Members and the COG Attorney. Bryan Pfohl seconded the motion and it carried unanimously.

Other Business

Chairman Hester asked that Zelodis Jay pass our concerns and healing wishes to David Smith due to his recent accident.

Chairman Hester also encouraged members to participate and help to get members to attend the meetings.

There being no further business, the meeting adjourned.

Sincerely,

A handwritten signature in cursive script, appearing to read "Patricia S. Cox".

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

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr-Tar COG Office
November 19, 2015

Members Present

John Alston
Quon Bridges
Jimmy Clayton
Sidney Dunston
Tommy Hester
Linda Jordon
Darryl Moss
Bryan Pfohl
Elic Senter
David Smith
Danny Wright

Wayne Aycock
Francine Chavis
Henry Daniel
Walter Gardner
Zelodis Jay
Jennifer Jordan
Gary Plummer
Barry Richardson
Joe Shearon
Michael Williford

COG Staff:

Diane Cox
Vincent Gilreath
Deborah Cozart
Ben Foti
Luis Grillo
Jillian Hardin
Gina Parham

Others:

Will Collins – Guest Speaker NC Dept Commerce
Jim Wrenn
Terry Turner – Town of Butner
William Hoyle – CPA
Eric Naisbit – Senator Barefoot's Liaison
Mike Felts – Granville County Manager
Harry Mills – Granville County EDC
Stuart Litvin – Vance County EDC
Ken Bowman – Warren County EDC

Invocation

Chairman Hester asked David Smith to render the invocation prior to dinner.

Call to Order

Chairman Hester called the meeting to order and welcomed the guests. At this time, the Chairman took a moment to recognize Past Chairman, Elic Senter for his leadership during the past year, his vision for the STEM project and his dedication to this Board since 2007 and presented him with a plaque for his service.

Presentation of Minutes

Chairman Hester asked if Board Members had reviewed the COG Board Meeting Minutes of October 22, 2015 that were previously distributed.

Minutes

Motion # 1

Motion was made by Barry Richardson, seconded Bryan Pfohl to approve the Minutes as written. The motion carried unanimously.

NEW BUSINESS

Chairman Hester asked Diane Cox to continue with the next Agenda items.

Finance Report

Executive Director Diane Cox presented the Finance Reports for October 2015 for review. She apologized for not having the report out earlier for review and stated that Danny Wright, Chairman of the Finance Committee had reviewed and approved the report.

(COPY IN FINANCE REPORTS HERE)

	BUDGET	YTD EXPEND	BALANCE	% EXPENDED	REVENUES RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	GAIN/(LOSS)
GENERAL FUND--10									
KTREDC	\$ 53,000	\$ 12,803	\$ 40,197	24	\$ 9,190	\$ 3,613	\$ 19,840	\$ 12,803	-
EDA Planning	\$ 97,502	\$ 33,339	\$ 64,163	34	\$ 30,060	\$ 3,279	\$ 19,840	\$ 53,179	16,561
Revolving Loan Fund	\$ 17,595	\$ 3,215	\$ 14,380	18	-	\$ 3,215	-	\$ 3,215	-
Micro Loan Fund	-	-	-	-	-	-	-	-	-
Rural Transportation	\$ 121,030	\$ 44,154	\$ 76,876	36	\$ 261	\$ 35,062	\$ 8,831	\$ 44,154	-
Bike Ped Path Plan	\$ 13,500	\$ 8,443	\$ 5,057	43	-	\$ 8,443	-	\$ 8,443	-
CFAT	\$ 20,213	\$ 8,506	\$ 11,707	42	\$ 5,450	\$ 1,355	\$ 1,701	\$ 8,506	-
Mobility Manager	\$ 92,900	\$ 9,816	\$ 83,084	11	-	\$ 9,816	-	\$ 9,816	-
Bunn Zoning	\$ 5,000	\$ 2,461	\$ 2,539	49	\$ 1,066	\$ 1,394	-	\$ 2,461	-
Warrenton Zoning	\$ 2,700	-	\$ 2,700	0	\$ 2,700	-	-	\$ 2,700	2,700
Franklin Co. Building Reuse	\$ 15,000	\$ 1,647	\$ 13,353	11	\$ 7,500	-	-	\$ 7,500	5,853
Aging - Planning & Admin.	\$ 187,380	\$ 33,188	\$ 154,192	18	\$ 20,993	\$ 5,262	\$ 6,933	\$ 33,188	-
Aging - Ombudsman	\$ 106,146	\$ 36,122	\$ 70,024	33	\$ 24,529	\$ 7,981	\$ 3,612	\$ 36,122	-
Aging - Elder Abuse	\$ 4,708	\$ 810	\$ 3,898	17	\$ 395	\$ 81	\$ 334	\$ 810	-
Aging - Evidence Based	\$ 20,490	\$ 5,787	\$ 14,703	28	\$ 3,404	\$ 1,804	\$ 579	\$ 5,787	-
Aging - AAA Admin	\$ 48,263	\$ 11,217	\$ 37,046	23	\$ 8,653	\$ 2,564	-	\$ 11,217	-
Aging - Medicare SHIP	\$ 5,000	\$ 2,835	\$ 2,165	57	\$ 5,500	-	-	\$ 5,500	2,665
Aging - MIPPA	\$ 16,322	\$ 2,596	\$ 13,726	16	-	\$ 2,596	-	\$ 2,596	-
Aging - MIPPA	\$ 95,000	\$ 37,565	\$ 57,435	40	\$ 27,944	\$ 9,621	-	\$ 37,565	-
Aging - Caregiver I	-	-	-	-	\$ 500	-	-	\$ 500	500
Aging - Caregiver (Other)	\$ 300,000	-	\$ 300,000	0	-	-	-	-	-
Aging - NC DOT Project	\$ 30,000	\$ 9,412	\$ 20,588	31	\$ 7,079	\$ 2,333	-	\$ 9,412	-
Aging - LCA	\$ 260	\$ 180	\$ 80	69	\$ 260	-	-	\$ 260	80
Aging - CATCH Community Services	-	-	-	-	-	-	-	-	-
Aging - Triangle North Healthcare Foundation	-	-	-	-	-	-	-	-	-
Aging - Senior Games	\$ 7,500	\$ 1,699	\$ 5,801	23	-	\$ 1,699	-	\$ 1,699	-
WIA Adult Program	\$ 145,974	\$ 65,628	\$ 80,346	45	\$ 50,712	\$ 14,916	-	\$ 65,628	-
WIA Youth Program	\$ 116,634	\$ 33,119	\$ 83,515	28	\$ 25,206	\$ 7,913	-	\$ 33,119	-
WIA Disloc Work Prog	\$ 123,241	\$ 27,143	\$ 96,098	22	\$ 16,878	\$ 10,264	-	\$ 27,143	-
WIA Admin	\$ 230,957	\$ 69,397	\$ 161,560	30	\$ 52,765	\$ 16,632	-	\$ 69,397	-
WIA NEG OJT	\$ 2,000	-	\$ 2,000	0	-	\$ 59	-	\$ 59	59
Granville Co. SS CDBG	\$ 10,000	\$ 1,246	\$ 8,754	12	\$ 987	\$ 259	-	\$ 1,246	-
Granville Co. SFR	\$ 170,000	-	\$ 170,000	0	-	-	-	-	-
Vance Co. SS CDBG	-	-	-	-	-	-	-	-	-
Vance Co. SFR	-	-	-	-	-	-	-	-	-
Vance Co. NSP	\$ 3,000	\$ 2,726	\$ 274	91	\$ 2,117	\$ 609	-	\$ 2,726	-
Warren Co. SS CDBG	-	-	-	-	-	-	-	-	-
Person Co. CDBG SS	-	-	-	-	-	-	-	-	-
Roxboro SFR	\$ 170,000	\$ 182	\$ 169,818	1	-	\$ 182	-	\$ 182	-
Miscellaneous	-	-	-	-	\$ 4,637	-	-	\$ 4,637	4,637
Contingency	-	-	-	-	-	-	\$ 5	-	-
TOTAL	\$ 2,231,315	\$ 465,237	\$ 1,766,078	21%	\$ 308,787	\$ 150,954	\$ 41,830	\$ 501,571	33,055

AGING FUND-FUND 11										
Aging - Block Grant	\$ 1,769,445	\$ 377,065	\$ 1,392,380	21	\$ 377,065	\$ -	\$ -	\$ 377,065	\$ 377,065	-
Aging - Legal	\$ 9,205	\$ 3,330	\$ 5,875	34	\$ 3,330	\$ -	\$ -	\$ 3,330	\$ 3,330	-
Aging - Sr Cit Gen Purp	\$ 62,292	\$ -	\$ 62,292	0	\$ -	\$ -	\$ -	\$ -	\$ -	-
Aging - Fans	\$ 3,050	\$ -	\$ 3,050	0	\$ -	\$ -	\$ -	\$ -	\$ -	-
Aging - Caregiver	\$ 46,093	\$ 11,626	\$ 34,467	25	\$ 11,626	\$ -	\$ -	\$ 11,626	\$ 11,626	-
TOTAL	\$ 1,890,085	\$ 392,021	\$ 1,498,064	21%	\$ 392,021	\$ -	\$ -	\$ 392,021	\$ 392,021	-
WORKFORCE - FUND 13										
WIA Adult Program	\$ 475,000	\$ 53,865	\$ 421,135	11	\$ 53,865	\$ -	\$ -	\$ 53,865	\$ 53,865	-
WIA Adult ITA's	\$ 55,000	\$ -	\$ 55,000	0	\$ -	\$ -	\$ -	\$ -	\$ -	-
WIA Youth Program	\$ 623,300	\$ 95,488	\$ 527,812	15	\$ 95,488	\$ -	\$ -	\$ 95,488	\$ 95,488	-
WIA Disloc Work Prog	\$ 475,000	\$ 53,780	\$ 421,220	11	\$ 53,780	\$ -	\$ -	\$ 53,780	\$ 53,780	-
WIA Disloc Work ITA's	\$ 55,000	\$ -	\$ 55,000	0	\$ -	\$ -	\$ -	\$ -	\$ -	-
WIA NEG-OJT	\$ 100,000	\$ 18,001	\$ 81,999	18	\$ 18,001	\$ -	\$ -	\$ 18,001	\$ 18,001	-
TOTAL	\$ 1,783,300	\$ 221,133	\$ 1,562,167	12%	\$ 221,133	\$ -	\$ -	\$ 221,133	\$ 221,133	-
MICRO-LOAN - FUND 15										
Loans	\$ -	\$ -	\$ -		\$ 16	\$ -	\$ -	\$ 16	\$ 16	16
TOTAL	\$ -	\$ -	\$ -	0%	\$ 16	\$ -	\$ -	\$ 16	\$ 16	16
REVOLVING LOAN - FUND 20										
Loans	\$ 51,763	\$ 38	\$ 51,725		\$ 18,032	\$ -	\$ -	\$ 18,032	\$ 18,032	13,432
TOTAL	\$ 51,763	\$ 38	\$ 51,725	0%	\$ 18,032	\$ -	\$ -	\$ 18,032	\$ 18,032	13,432
REVOLVING LOAN - GREEN JOBS - FUND 21										
Loans	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	-
ALL TOTALS	\$ 5,956,463	\$ 1,078,429	\$ 4,878,034	18%	\$ 939,990	\$ 150,954	\$ 41,830	\$ 1,132,773	\$ 1,132,773	46,503
CASH BALANCES										
GENERAL FUND					\$ 190,467					
AGING FUND					\$ 186					
WIA FUND					\$ 52,795					
MICRO LOAN FUND					\$ 23,047					
REVOLVING LOAN FUND					\$ 739,118					
GREEN JOBS RLF LOAN FUND					\$ 5,585					
TOTALS					\$ 1,011,198					

Donna Lee / FINANCE SPECIALIST

Finance Report
Motion # 2

Motion was made by Sidney Dunston to approve the Finance Report as presented. Elic Senter seconded the motion. The motion carried unanimously.

Budget Amendments

Executive Director Diane Cox presented Budget Amendments as of November 19th for Fund 11- Aging Program there was an adjustment of \$10,000 revenue funds received from a Triangle North Healthcare Grant. She also reviewed Fund 10 – General Fund Budget Amendment of \$30,000 revenue funds for a WIOA Career Pathways Planning Grant.

INSERT BUDGET AMENDMENTS HERE

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
 BUDGET AMENDMENTS
 Thursday, November 19, 2015

FUND 10 GENERAL FUND

BUDGET AMENDMENT # 6				
	A/C #	BUDGET	CHANGE	REQUESTED
WIOA Career Pathways Planning Grant	6970			
EXPENDITURES				
Contracted Services	200	0	20,000	20,000
Supplies	260	0	5,000	5,000
Travel	314	0	5,000	5,000
		0	30,000	30,000
REVENUES				
WIOA Career Pathways Planning Grant	010	0	30,000	30,000
This amendment represents new grant funds.				

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS

BUDGET AMENDMENTS

Thursday, November 19, 2015

FUND 11 - AGING

BUDGET AMENDMENT #7

	A/C #	BUDGET	CHANGE	REQUESTED
AGING - Triangle North Healthcare	5948			
EXPENDITURES				
Salary - Family Caregiver	176	0	2,189	2,189
Supplies	260	0	2,689	2,689
Travel	314	0	1,000	1,000
Marketing	370	0	1,300	1,300
Fringe Benefits	690	0	827	827
Indirect Costs	790	0	1,431	1,431
Program Costs	795	0	564	564
		0	10,000	10,000
REVENUES	3635			
Triangle North Healthcare	010	0	10,000	10,000
		0	10,000	10,000
This amendment represents new grant funds.				

Budget Amendments

Motion # 3

Motion was made by Elic Senter to approve the Budget Amendments as presented. Quon Bridges seconded the motion. The motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Diane Cox introduced William Hoyle a local CPA from Henderson. She stated that Mr. Hoyle would be serving as the Interim Finance Director at the COG on a contract basis. She further stated that the position had been advertised previously, but the applicant pool was insufficient.

Diane stated that the COG is once again applying for a 5310 Program Grant with NCDOT in order to enhance mobility for seniors and individuals with disabilities throughout the region, by removing barriers to transportation services and expanding the transportation mobility options available. This grant would serve all five counties and would also help fund coordinated services and the mobility planner position at the COG. Members were asked to approve a Resolution in support of the grant submission.

Public Transportation 5310 Program Resolution

Motion #4

Motion was made by Walter Gardner to approve the Resolution as presented. Bryan Pfohl seconded the motion. The motion carried unanimously.

Highlights from Diane this evening included:

- She, Will Brooks and Melissa Catlett attended the NADO conference in New Orleans October 24-27, 2015 to receive NADO Innovation awards. Awards were presented for the STEM Project, Economic Resiliency and Surfing the Tsunami. Staff attended some very informative sessions while at the conference.
- Reminded Board Members that the Regional NC Tomorrow Summit will be held in Raleigh on April 18 and 19th, 2016.
- COG office will be closed for Thanksgiving on November 25 and 26th
- COG office will be closed December 23, 24, and 25th for Christmas Holiday and on January 1, 2016 for New Year's Day.
- Next COG Board meeting will be the 4th Thursday – January 28th and the audit presentation will be on the Agenda.
- After the Brownfield presentation to the COG Board in October there has been interest from our local unit members to pursue this process. Board Members were asked to consider having the Chairman sign a letter of support to submit a Brownfields Grant Proposal.

Brownfield Support Letter

Motion # 5

Motion was made by Sidney Dunston to approve the Chairman signing a letter of support for the COG to pursue a Brownfields Grant. Zelodis Jay seconded the motion. The motion carried unanimously.

Board Members were also asked to consider approving a letter of support for the COG to pursue a Small Town and Rural Planning Division Award.

Small Town and Rural Planning Support Letter Motion # 6

Motion was made by Quon Bridges to approve the Chairman signing a letter of support for the COG to pursue a Small Town and Rural Planning Division Award. Elic Senter seconded the motion. The motion carried unanimously.

Aging Plan Information

Jillian Hardin, Aging Director with the COG advised that the COG is currently gathering information on line via Survey Monkey to assist with the planning process for the 2016-2020 Kerr-TarAging Plan. Information will be collected until the end of December. Members were asked to complete the survey on line or to pick up a hard copy of the survey and turn it back in to the COG. An overview of the new plan should be available in May of 2016.

Division of Workforce Solutions Update

Diane introduced Assistant Secretary of Workforce Solutions, Mr. Will Collins who has over 30 years experience in this field.

Will began by advising he had toured Henderson today with John Wester and how proud he was of the Performing Arts Center that is nearing completion in the community. He further stated that it was a remarkable achievement to have built such a fine facility without incurring debt! He further stated that he knew Pat Mitchell from the Department of Commerce and the Governor had recently toured the facility and that it is things of this stature that help to really grow local communities.

Highlights of Will's presentation included:

- Mission Statement – 'To develop North Carolina's workforce talent, help individuals advance their career opportunities, and exceed business workforce needs by connecting talent and jobs.'
- Division of Workforce Solutions is operating as NC Works
- Connecting talent to jobs through 2 primary stages – Employer Engagement & Talent Identification and Development
- Job seekers can find services at NCWorks Career Centers and NCWorks on line
- Talent Identification and Development – Requires meeting with job seekers, assess skills, providing information on high demand jobs, planning career, develop resume and developing skills.
- Reviewed map of NCWorks Career Centers across the State – emphasizing they are no longer the "UNEMPLOYMENT OFFICE"
- NCWorks is a powerful online system – 12,000 people have been placed in jobs since January 2015

- NCWorks is a FREE online system and people should be encouraged to use it as individuals looking for jobs or companies looking for candidates.
- NCWorks strategy is to have the best workforce in the country.
 - Alignment and coordination of workforce development programs at NC Dept of Commerce, Community Colleges and Department of Public Instruction
 - Customer focused responsive system
 - System that prepares for success and improve skills
 - Development of partnerships
- Also working on apprenticeship learning and employing veterans. (Currently there are 92 veteran reps across the state)

Discussion was open after Mr. Collins presentation to answer questions, etc.

Other Business

Tommy thanked everyone for staying on schedule and advised he hopes to get people in and out for the Board Meetings in a timely fashion so we could adjourn by 8:30pm. He also advised the Board Members that the Executive Committee approved testing a new meeting schedule in 2016 and there would be no meetings held in February, April, July or December in 2016.

Chairman also recognized Eric Naisbitt from Senator Barefoot's office and thanked him for his participation at our meetings.

There being no further business, the meeting adjourned.

Sincerely,



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

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Executive Committee
November 19, 2015

MEMBERS PRESENT:

John Alston
Jimmy Clayton
Sidney Dunston
Tommy Hester
Linda Jordon
Barry Richardson
Joe Shearon
Danny Wright

Quon Bridges
Henry Daniel
Walter Gardner
Zelodis Jay
Bryan Pfohl
Elic Senter
David Smith

COG STAFF PRESENT:

Diane Cox
Gina Parham

OTHERS:
Jim Wrenn

Call to Order

Chairman Tommy Hester called the meeting to order.

Chairman Hester advised that the first item to review was the possible reduction in the number of COG Board meetings. The Executive Committee discussed this last year and asked for a recommendation to be made at our November meeting. He further stated that there were 9 COG Board meetings held last year due to the February meeting being cancelled because of inclement weather. He asked members to consider holding only 8 meetings in 2016 and to cancel meetings in the months of: February, April, July and December.

Discussion arose and Finance Chairman, Danny Wright asked if the Board could still receive finance reports even on the non-meeting months and Executive Director, Diane Cox assured him this could be done.

Tommy feels fewer meetings may also help with our recent attendance problem.

New Meeting Schedule for 2016

Motion # 1

Motion was made by Danny Wright approve the new meeting schedule of 8 meetings, with no meetings in February, April, July or December in 2016. This was seconded by Bryan Pfohl. Motion carried unanimously.

Chairman Hester reminded the members that he, Barry Richardson and Sidney Dunston had been appointed to obtain a reduction in rent and utility costs for the COG. He then turned the conversation over to Executive Diane Cox, to review the recommendation from the building committee.

Diane advised that after the last meeting, Vance County had been approached in regards to lowering the amount of rent being paid. Current lease runs through June 30, 2016 and COG currently pays \$9.50 sq. ft. COG occupies 5,661 sq. ft. which does not include the common areas. Sq. footage of entire building is 46,484 which establishes the COG's share to be 12%. FY15 total rent will be \$52,364 or \$9.25 sq. ft. Utilities & janitorial agreement expired 6/30/13 and a new agreement has not been established. For utilities COG pays 20% of utilities and supplies. Janitorial Expenses the COG pays 25% of the salaries and benefits of the VC Board of Education janitorial staff. FY 15 utilities & janitorial services totaled \$31,980. For FY 2015 rent, utilities, and janitorial services total \$84,344.

As of November 1, 2015 Vance County approved a lease reduction to \$8.50 sq. ft. This will decrease the annual rental expense by \$5,661. In addition Vance County Board of Education has agreed to honor the \$8.50/sq. ft. for a minimum of three years once they take ownership of the facility. Vance County Board of Education also agreed for a minimum of three years to reduce the percentage of utilities and janitorial services to 15% effective January 1, 2016. At the 15% rate, the annual utilities and cleaning expense would be reduced by \$9,000-\$12,000. Total annual rent and utilities at 15% equals \$70,000 which is a savings of \$15,000 a year.

Chairman Hester advised that \$8.50 sq. ft. is a very reasonable rate for this space and he feels that Vance County and Vance County School system worked well with us to help reduce our costs.

Building Lease Proposal

Motion # 2

Bryan Pfohl made a motion to accept the Building Lease Proposal as outlined by Diane Cox. Elic Senter seconded the motion and the motion carried unanimously.

OTHER BUSINESS

Chairman Hester stated that we need to get better attendance at our COG Board meetings and he hopes that by reducing the number of meeting annually, participation will improve. He also stated that he plans to notify Towns or Counties if their appointed person is not actively participating and attending meetings.

Sidney Dunston commended Chairman Hester for his assistance in these negotiations to reduce lease expenses for the COG.

There being no further business or comments the meeting was adjourned.

Respectfully submitted,



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

Building Lease & Utility Expenditure Synopsis

Current Lease, Utilities and Janitorial Services:

- Current lease runs through June 30, 2016
- We currently pay \$9.50/sf
- Square footage occupied by KTCOG = 5,661 which does not include common areas
- Square footage of entire building = 46,484 making our share 12%
- FY15 total rent = \$52,364 (9.25/sf)
- Utilities & janitorial agreement expired June 30, 2013 and a new agreement has not been established
- Utilities – KTCOG pays 20% of utilities and supplies
- Janitorial – KTCOG pays 25% of the salaries and benefits of the VC Board of Education janitorial staff
- FY15 total utilities & janitorial services = \$31,980
- Total FY15 rent, utilities & janitorial services = \$84,344

Proposed Lease ,Utilities and Janitorial Services:

- Lease reduction approved by Vance County effective November 1, 2015.
- Reduced to \$8.50/sf
- This will decrease the **annual** rental expense by \$5,661
- VC Board of Education has agreed to honor the \$8.50/sf for a minimum of three years once they take ownership of the facility.
- VC Board of Education has agreed, for a minimum of three years, to reduce the percentage of utilities and janitorial services to 15% effective January 1, 2016.
- At 15%, the **annual** utilities and cleaning expense would be reduced by \$9,000-\$12,000
- Total annual rent and utilities at 15% = ~\$70,000 which is a savings of ~\$15,000/year

**NO MEETING
HELD
IN
DECEMBER
2015**

