

Minutes
KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
Kerr Tar Board Meeting
Kerr-Tar COG Office
October 24, 2019

Members Present

John Alston	Ernie Anderson
Mary Anderson	Wayne Aycok
Quon Bridges	Francine Chavis *
Jimmy Clayton	Sidney Dunston
Carolyn Faines	Walter Gardner
Carroll Harris	Reggie Horton
Zelodis Jay	Treco Lea-Jeffers
Leo Kelly	Tom Lane
Philip Meador	Kenneth Perry
Jennifer Pierce	Walter Powell
Jeff Tingen	Betty Wright
Danny Wright	

Absent Members

Pete Averette	Kevin Easter
Eddie Ellington	Fonzie Flowers
Wanda Henderson	Jerry Joyner
Dazale Kearney	Gary Plummer
David Smith	Marsha Strawbridge
Michael Williford	

COG Staff:

Diane Cox
Donna Lee
Susan Tucker
Nancy Francis*
Michael Kelly
Vincent Gilreath

Others:

Jim Wrenn – Attorney*
Tommy Marrow – Butner*
John Tuner – Guest Speaker*
Gina Parham

*No Meal

Invocation

Chairman Dunston asked Board Member, Danny Wright to provide the invocation prior to dinner.

Call to Order

Chairman Dunston called the meeting to order and welcomed guests.

Minutes

Chairman Dunston advised that the Minutes from the August 29th meetings were forwarded previously for review with the meeting notice. He asked for the Board's pleasure regarding the minutes.

Minutes

Motion # 1

Motion made by Danny Wright to approve the Minutes as written. Jimmy Clayton seconded the motion and the motion carried unanimously.

NEW BUSINESS

Finance Report

Finance Manager, Donna Lee reviewed the Finance Report ending September 2019 by fund and provided total expended percentages (Fund 10 16%, Aging 13%, and WIOA 8%.) She also noted the bank account balances were provided at the bottom of the report as well as the current loan information. She also reminded members that the funds for Aging and WIOA run a month behind with reimbursements from the State.

Insert Finance Report Here

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
SEPTEMBER, 2019**

	GENERAL FUND - 10			%	REVENUE			YTD RECEIVED	ACCOUNTS RECEIVABLE		ASSESSMENTS		TOTAL REVENUES		Gain/(Loss)
	EXPENDITURE BUDGET	YTD EXPEND	EXPENDITURE BALANCE		EXPENDED	BUDGET	RECEIVED		RECEIVABLE	LOCAL MATCH	ALLOCATED	TOTAL	LOCAL MATCH	TOTAL	
KTRCDC	\$ 53,000	\$ 15,888.04	\$ 37,111.96	30%	\$ 53,000	\$ 8,100.14	\$ 7,787.90		\$ 15,888.04			\$ 15,888.04			
EDA Planning	\$ 125,099	\$ 19,538.70	\$ 105,560.30	16%	\$ 75,059	\$ 8,432.54	\$ 3,290.68		\$ 19,538.70			\$ 19,538.70			
Revolving Loan Fund	\$ 20,000	\$ 640.00	\$ 19,360.00	3%	\$ 20,000	\$ -	\$ 640.00		\$ 640.00			\$ 640.00			
Micro Loan Fund	\$ 4,500	\$ -	\$ 4,500.00	0%	\$ 4,500	\$ -	\$ -		\$ -			\$ -			
Rural Transportation	\$ 139,186	\$ 34,803.92	\$ 104,382.08	25%	\$ 111,349	\$ -	\$ 27,843.14		\$ 34,803.92			\$ 34,803.92			
CFAT	\$ 25,747	\$ 25,178.45	\$ 568.55	98%	\$ 20,597	\$ -	\$ 20,142.76		\$ 25,178.45			\$ 25,178.45			
Mobility Manager	\$ 9,515	\$ -	\$ 9,515.00	0%	\$ 4,757	\$ -	\$ -		\$ -			\$ -			
Burn Zoning	\$ 7,500	\$ 2,604.18	\$ 4,895.82	35%	\$ 7,500	\$ 2,553.96	\$ 50.22		\$ 2,604.18			\$ 2,604.18			
Regional Agritourism Project	\$ 5,500	\$ 300.00	\$ 5,200.00	5%	\$ 5,500	\$ 5,500.00	\$ -		\$ 5,500.00			\$ 5,500.00	\$ 5,200.00		
Aging - Planning & Admin	\$ 207,808	\$ 29,046.26	\$ 178,761.74	14%	\$ 164,397	\$ 13,300.00	\$ 9,678.50		\$ 29,046.26			\$ 29,046.26			
Aging - Ombudsman	\$ 122,842	\$ 29,076.78	\$ 93,765.22	24%	\$ 110,565	\$ 17,121.00	\$ 9,048.10		\$ 29,076.78			\$ 29,076.78			
Aging - Elder Abuse	\$ 4,637	\$ 135.72	\$ 4,501.28	3%	\$ 4,173	\$ 122.00	\$ -		\$ 135.72			\$ 135.72	(0.15)		
Aging - Evidence Based	\$ 22,088	\$ 1,518.10	\$ 20,569.90	7%	\$ 19,879	\$ 580.00	\$ 786.29		\$ 1,518.10			\$ 1,518.10			
Aging - AAA	\$ 48,263	\$ 25,418.11	\$ 22,844.89	53%	\$ 48,263	\$ 16,290.00	\$ 9,128.11		\$ 25,418.11			\$ 25,418.11			
Aging - Medicare SHIP	\$ 5,500	\$ 4,996.13	\$ 503.87	91%	\$ 5,500	\$ 5,000.00	\$ -		\$ 5,000.00			\$ 5,000.00	\$ 3.87		
Aging - MIPPA	\$ 20,484	\$ 6,212.63	\$ 14,271.37	30%	\$ 20,484	\$ 5,032.00	\$ 1,180.63		\$ 6,212.63			\$ 6,212.63			
Aging - Caregiver 811	\$ 65,065	\$ 22,911.56	\$ 42,153.44	35%	\$ 65,065	\$ 17,762.00	\$ 5,149.56		\$ 22,911.56			\$ 22,911.56			
Aging - Caregiver 821	\$ 22,000	\$ 1,756.47	\$ 20,243.53	8%	\$ 22,000	\$ -	\$ 1,756.47		\$ 1,756.47			\$ 1,756.47			
Aging - Caregiver 841	\$ 22,000	\$ 636.42	\$ 21,363.58	3%	\$ 22,000	\$ -	\$ 636.42		\$ 636.42			\$ 636.42			
Aging - Caregiver Dir Vouchers	\$ 7,500	\$ -	\$ 7,500.00	0%	\$ 7,500	\$ -	\$ -		\$ -			\$ -			
Aging - LCA	\$ 3,000	\$ 845.42	\$ 2,154.58	28%	\$ 3,000	\$ -	\$ 845.42		\$ 845.42			\$ 845.42			
Aging - NCDOT Project	\$ 190,397	\$ -	\$ 190,397.00	0%	\$ 190,397	\$ -	\$ -		\$ -			\$ -			
Aging - Senior Games	\$ 7,500	\$ -	\$ 7,500.00	0%	\$ 7,500	\$ -	\$ -		\$ -			\$ -			
WIOA - Adult	\$ 128,927	\$ 23,730.50	\$ 105,196.50	18%	\$ 128,927	\$ 16,226.12	\$ 7,504.38		\$ 23,730.50			\$ 23,730.50			
WIOA - Youth	\$ 138,608	\$ 37,690.88	\$ 100,917.12	27%	\$ 138,608	\$ 23,132.27	\$ 14,558.61		\$ 37,690.88			\$ 37,690.88			
WIOA - Dislocated Worker	\$ 151,800	\$ 29,591.49	\$ 122,208.51	19%	\$ 151,800	\$ 16,094.76	\$ 13,496.73		\$ 29,591.49			\$ 29,591.49			
WIOA - Admin	\$ 179,911	\$ 40,893.10	\$ 139,017.90	23%	\$ 179,911	\$ 29,314.46	\$ 11,578.64		\$ 40,893.10			\$ 40,893.10			
WIOA - Incumbent Worker	\$ 24,687	\$ 22,919.46	\$ 1,767.54	93%	\$ 24,687	\$ 18,089.16	\$ 4,830.30		\$ 22,919.46			\$ 22,919.46			
WIOA - Re-Entry	\$ 30,000	\$ 3,030.46	\$ 26,969.54	10%	\$ 30,000	\$ 3,030.46	\$ -		\$ 3,030.46			\$ 3,030.46			
Granville Co SFR	\$ 32,703	\$ 1,325.71	\$ 31,377.29	4%	\$ 32,703	\$ -	\$ 1,325.71		\$ 1,325.71			\$ 1,325.71			
Franklin Co SFR	\$ 47,365	\$ 14,429.33	\$ 32,935.67	30%	\$ 47,365	\$ 17,970.54	\$ -		\$ 14,429.33			\$ 14,429.33			
Person County SFR	\$ 105,000	\$ 1,504.27	\$ 103,495.73	1%	\$ 105,000	\$ 9,122.73	\$ -		\$ 1,504.27			\$ 1,504.27	\$ 3,541.21		
Vance County SFR	\$ 170,000	\$ 4,291.72	\$ 165,708.28	3%	\$ 170,000	\$ -	\$ 4,291.72		\$ 4,291.72			\$ 4,291.72	\$ 7,618.46		
Warren County SFR	\$ 175,000	\$ 46.75	\$ 174,953.25	0%	\$ 175,000	\$ -	\$ 46.75		\$ 46.75			\$ 46.75			
Urgent Repair	\$ 200,000	\$ -	\$ 200,000.00	0%	\$ 200,000	\$ 100,000.00	\$ -		\$ 100,000.00			\$ 100,000.00			
Miscellaneous	\$ -	\$ -	\$ -		\$ 21,051	\$ 5,463.34	\$ -		\$ 5,463.34			\$ 5,463.34			
Bank Interest	\$ -	\$ -	\$ -		\$ 3,500	\$ 1,066.95	\$ -		\$ 1,066.95			\$ 1,066.95			
TOTALS	\$ 2,523,132	\$ 400,960.56	\$ 2,122,171.44	16%	\$ 2,401,557	\$ 339,304.43	\$ 155,597.04		\$ 400,960.56	\$ 28,952.78	\$ 523,854.25	\$ 1,066,95	\$ 122,893.68		

	EXPENDITURE BUDGET	YTD EXPEND	EXPENDITURE BALANCE	REVENUE BUDGET	YTD RECEIVED	ACCOUNTS RECEIVABLE	TOTAL REVENUES
AGING FUND - 11							
Aging - Block Grant							
Franklin County	\$ 499,347	\$ 69,611.00	\$ 429,736.00	\$ 499,347	\$ 69,611.00	\$ -	\$ 69,611.00
Granville County	\$ 471,541	\$ 56,492.00	\$ 415,049.00	\$ 471,541	\$ 56,492.00	\$ -	\$ 56,492.00
Person County	\$ 357,483	\$ 44,860.00	\$ 312,623.00	\$ 357,483	\$ 44,860.00	\$ -	\$ 44,860.00
Vance County	\$ 375,490	\$ 48,290.00	\$ 327,200.00	\$ 375,490	\$ 48,290.00	\$ -	\$ 48,290.00
Warren County	\$ 278,922	\$ 38,217.00	\$ 240,705.00	\$ 278,922	\$ 38,217.00	\$ -	\$ 38,217.00
Aging - NSIP	\$ -	\$ 11,695.00	\$ (11,695.00)	\$ -	\$ 11,695.00	\$ -	\$ 11,695.00
Aging - Legal	\$ 10,190	\$ -	\$ 10,190.00	\$ 10,190	\$ -	\$ -	\$ -
Aging - General Purpose							
Franklin County	\$ 21,386	\$ -	\$ 21,386.00	\$ 21,386	\$ -	\$ -	\$ -
Granville County	\$ 17,821	\$ -	\$ 17,821.00	\$ 17,821	\$ -	\$ -	\$ -
Person County	\$ 10,693	\$ -	\$ 10,693.00	\$ 10,693	\$ -	\$ -	\$ -
Vance County	\$ 10,693	\$ -	\$ 10,693.00	\$ 10,693	\$ -	\$ -	\$ -
Warren County	\$ 10,693	\$ -	\$ 10,693.00	\$ 10,693	\$ -	\$ -	\$ -
Aging - Caregiver	\$ 4,000	\$ 336.00	\$ 3,664.00	\$ 4,000	\$ 336.00	\$ -	\$ 336.00
Franklin County	\$ 4,000	\$ -	\$ 4,000.00	\$ 4,000	\$ -	\$ -	\$ -
Granville County	\$ 4,000	\$ -	\$ 4,000.00	\$ 4,000	\$ -	\$ -	\$ -
Person County	\$ 4,000	\$ -	\$ 4,000.00	\$ 4,000	\$ -	\$ -	\$ -
Vance County	\$ 4,000	\$ -	\$ 4,000.00	\$ 4,000	\$ -	\$ -	\$ -
Warren County	\$ 4,000	\$ -	\$ 4,000.00	\$ 4,000	\$ -	\$ -	\$ -
Aging - Fans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 2,084,259	\$ 269,501.00	\$ 1,814,758.00	\$ 2,084,259	\$ 269,501.00	\$ -	\$ 269,501.00
WORKFORCE - FUND 13							
Adult - EDSI							
Youth	\$ 350,000	\$ 25,775.35	\$ 324,224.65	\$ 350,000	\$ 25,775.35	\$ -	\$ 25,775.35
VGCC	\$ 100,000	\$ 16,520.60	\$ 83,479.40	\$ 100,000	\$ 16,520.60	\$ -	\$ 16,520.60
PCC	\$ 150,000	\$ 12,365.38	\$ 137,634.62	\$ 150,000	\$ 12,365.38	\$ -	\$ 12,365.38
EDSI	\$ 200,000	\$ 15,604.06	\$ 184,395.94	\$ 200,000	\$ 15,604.06	\$ -	\$ 15,604.06
Finish Line Grant							
VGCC	\$ 24,005	\$ -	\$ -	\$ 24,005	\$ -	\$ -	\$ -
PCC	\$ 13,303	\$ -	\$ -	\$ 13,303	\$ -	\$ -	\$ -
Dislocated Worker-EDSI	\$ 250,000	\$ 17,196.70	\$ 232,803.30	\$ 250,000	\$ 17,196.70	\$ -	\$ 17,196.70
NW Contract Stay On-Line	\$ 7,298	\$ -	\$ 7,298.00	\$ 7,298	\$ -	\$ -	\$ -
TOTALS	\$ 1,094,606	\$ 87,462.09	\$ 962,537.91	\$ 1,094,606	\$ 87,462.09	\$ -	\$ 87,462.09
ALL TOTALS	\$ 5,701,997	\$ 757,924	\$ 4,899,467	\$ 5,580,402	\$ 696,268	\$ 155,597	\$ 880,817
						\$ 28,953	\$ 122,894

Finance Report**Motion #2**

Motion made by Walter Gardner to approve the Finance Report as presented. Wayne Aycock seconded the motion and motion carried unanimously.

Budget Amendments

Donna also reviewed the budget amendments. Budget amendment #8 represented the actual Aging SMP grant amount for FY 19/20. Budget amendment #9 for represents the additional grant amount for WIOA Incumbent worker program.

Insert Budget Amendment Here

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS
BUDGET AMENDMENTS
Thursday, October 24, 2019**

FY 19-20

FUND 10 - GENERAL FUND

BUDGET AMENDMENT # 8	A/C #	BUDGET	CHANGE	REQUESTED
AGING - SMP				
EXPENDITURES	5915			
Salary - Caregiver Specialist	152	275	0	275
Salary - Aging Projects Coordinator	153	2,084	0	2,084
Supplies	260	59	-34	25
Advisory Committee	270	255	-255	0
Travel	314	244	-137	107
Fringe Benefits	690	849	-5	844
Indirect Costs	790	1,271	-62	1,209
Program Costs	795	463	-7	456
TOTAL EXPENDITURES		5,500	-500	5,000
AGING - SMP	3610			
REVENUE	000	5,500	-500	5,000
This amendment represents the actual grant amount for 19-20.				

BUDGET AMENDMENT # 9	A/C #	BUDGET	CHANGE	REQUESTED
WIOA - INCUMBENT WORKER				
EXPENDITURES	6961			
Salary - Workforce Bus Svs Manager	195	10,649	33,000	43,649
Travel	314	1,000	2,500	3,500
Training	350	235	970	1,205
Fringe Benefits	690	4,461	12,670	17,131
Indirect Costs	790	6,113	18,950	25,063
Program Costs	795	2,229	6,910	9,139
		24,687	75,000	99,687
WIOA - INCUMBENT WORKER	3740			
REVENUES	012	24,687	75,000	99,687
This amendment represents an additional grant amount.				

Budget Amendments

Motion # 3

Motion made by Ernie Anderson to approve the Budget Amendments as presented. Dr. Francine Chavis seconded the motion and it carried unanimously.

Executive Director's Report

Executive Director, Diane Cox highlighted the following items to the Board of Directors and shared a hard copy of her remarks. (Her report should be reviewed in detail and shared with local boards.)

- Recently attended the NADO Conference in Reno along with Jimmy Clayton, Danny Wright and Michael Kelly. The COG received a 2019 Impact Award for the Region's Visit NC Farms app. Region has 47 assets already identified. Hand out in packet in regards to the NC Farms App for more info.
- KTCOG and Upper Coastal Plain COG will be co-hosting a Regional Resilience Workshop on November 12, 2019 from 9 to 4 pm in Wilson NC. Flyer on this event was in packets.
- COG applied for a CDBG-Infrastructure Grant on the behalf of the Town of Louisburg. If awarded, the funds would be used to assist with improvements to a water line servicing the Town residents and residents of an Elderly Apartment community in Louisburg.
- Planning Department encourages persons of Granville, Person and Vance counties to apply for needed assistance due to the storm damage from Hurricanes Michael and Florence. The areas have been designated to receive disaster recovery funding from EDA.
- COG continues work with Working Landscapes (Warren County) and GRRO (Vance County) to draft a regional Food Policy through a series of meetings around the region. The local meetings are a spin off from the Regional Food Policy Convening at VGCC in June. Invitations to the upcoming meetings will be sent out via Event Brite to interested parties. Meetings are set in each of the 5 counties starting on Nov 12 – Nov 20th. Specifics in the packet as a handout.
- SHIIP – Medicare open enrollment has begun for the year. Staff has been busy getting their counseling skills ready and learning newly implemented enrollment system. Open enrollment is Oct 15-December 7th.
- COG Aging Program can provide Consumer Directed Vouchers for up to \$750. These vouchers are used for an individual that is providing caregiver assistance in order for the caregiver to obtain a break (relief hours) to another caregiver. Rules to apply for this funding are simple – no income limits and you can select the alternate caregiver – no required agency to use for assistance. Contact COG staff for more info or assistance.
- Aging staff also hosting SCAM Jam sessions in order to spread the word in regards to fraud and financial exploitation of older adults. Sessions were held in September and October in 4 of the 5 counties and had participants from Department of Insurance, Legal Aid, local law enforcement, Better Business Bureau and Secretary of State. Over 100 individuals attended.
- File of Life Project has been kicked off and over 8500 Files of Life have been disbursed to emergency responders and community organizations in three of our five counties. These files contain basic information in regards to someone's medical information and the bright red file is magnetic and can be placed on refrigerator for Emergency Personnel to use as a quick reference if there should be an emergency in the home. There is also a smaller version that can be placed in your bag or wallet for travel.

- Aging Staff continues to present the VDT workshops at Senior Centers and other community organizations. In September and October Aging staff served over 40 individuals with the VDT experience in three locations.
- Census information is provided in the packets this evening and individuals were asked to share the importance of completing Census information for 2020. Hope to have a Guest Speaker that will provide CENSUS information at the November meeting.
- Members are encouraged to attend the Grand Opening of the newly renovated Town Hall in Warrenton on November 4, 2019 at 2PM. The new complex will house Town of Warrenton's Public Works, Administration and Public Safety Departments. Flyer with details in the packet.
- Workforce Request for Proposals (RFPs) have been developed, released and proposals were received on October 11th. Proposals are currently under staff review and an independent reviewer. Plans are to make a recommendation to the WDB Board at the December 3rd meeting. COG received 9 proposals, 3 adult/dislocated worker, 4 youth and 2 one stop operator.
- WIOA has had 3 Finish Line Grants approved during the first quarter of the program.
- Re-entry resource fair is planned for November 21st from 5 to 7 PM and the Gateway CDC in Henderson. Department of Social Services, Charles Williamson BAR association, Family Resource Centers, NC Works Career Center staff, and VGCC plan to participate at the fair.

Veteran's Life Center North Carolina

Diane advised that she had worked with Tommy Marrow, Butner Town Manager to have John Turner address the Board about the Veteran's Life Center in the Town of Butner. Members welcomed John and were very interested to hear of the progress of this endeavor.

John Turner began his remarks by thanking members for their support of this project. He further stated that he had struggled to keep his own personal spirit after his return from Iraq. He stated he knew this also has major impact on other vets and there are at least 5 veteran suicides a week in NC. John stated his passion was to partner with someone to provide care for veterans and to help them readjust to society.....thus begun his passion for a Veteran's Life Center.

Highlights of John's presentation included:

- Found Partner with the Town of Butner for Veteran's Life Center
- Secured Retired General Thomas Ward to run the center
- Center will provide Mental Health and Skills Training
- VGCC is partnering to train veterans with real life skills in X-ray, HVAC and etc.
- Veterans Life Center has commitment to provide services to those who have selflessly served our country
- Center will focus on Mentorship, Physical Development, Mental Health Development/Adjustment and Skills Training in order to have a successful launch back into society outside of the military.
- Partnering with the Cohen Veterans Network Centers that has uses evidence based programming – (One of which is located in Fayetteville, NC)
- Offer Drug and Alcohol Treatment services
- 99% of veterans return uninjured but they need help to transition back into society, business and personal relationships
- People that commit suicide have no hope – Veterans need resiliency and hope.
- Each veteran will be assigned a case manager (6 Case Managers on Staff and One Senior Case Manager)
- Provide Mental, Physical and Spiritual (MPS) assistance

- Extensive fund raising has been on-going for this project and a \$7.8M CDBG was secured for the project.
- Butner had a location that they offered for the project, but it needed extensive remodeling.
- New location secured in Butner to build a new facility.
 - Facility will be 40,000 sq. feet
 - 50 Rooms with 2 to a room (24 female and 76 male accommodations)
 - 2 day rooms
 - Large multi-purpose room
 - Large dining/kitchen area
 - Courtyard
 - Chapel
 - Located on 9.4 acres
 - Opening May of 2020
 - Tours will be given at the facility
- Clients will be referred from VA Hospitals, and other Healthcare and Law Enforcement groups
- Length of stay determined on need (90 days to 2 years)
- Possibility of going to other facility and returning for more assistance
- If project is successful it can be replicated across the state or country.

John further advised that he had served in the Coast Guard, been to college and then served as an Army Artillery Officer. He also thanked Manager, Tommy Marrow and former Mayor, Tom Lane for their unwavering support of his vision and passion for this project.

Members thanked John for his service to our country and his personal dedication to get this project completed!


PUBLIC COMMENT AND ANNOUNCEMENTS

Jennifer Pierce invited folks to attend the upcoming 8th Annual Small Business Summit in Warren County on October 29 from 6 to 9 PM. Call 252-257-3114 to register. Tickets with meal included are \$10 and the Keynote Speaker is Maurice Ashley.

Walter Gardner also encouraged folks to attend the Grand Opening of the Renovated Town Hall in Warrenton on November 4 at 2 PM.

There being no further business, the meeting adjourned.

Sincerely,



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