

**Minutes**  
**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS**  
**Kerr-Tar COG Office**  
**November 29, 2018**

**Members Present**

John Alston	Ernie Anderson
Mary Anderson	Quon Bridges
Jimmy Clayton	Sidney Dunston
Kevin Easter	Carrol Harris
Reggie Horton	Zelodis Jay
Treco Lea-Jeffers	Dazale Kearney
Leo Kelly	Tom Lane
Kenneth Perry	Jennifer Pierce
Gary Plummer	Walter Powell
David Smith	Michael Williford
Betty Wright	

**Absent Members:**

Pete Averette	Wayne Aycock
Francine Chavis	Eddie Ellington
Carolyn Faines	Fonzie Flowers
Walter Gardner	Wanda Henderson
Jerry Joyner	Philip Meador
Bryan Pfohl	Marsha Strawbridge
Danny Wright	

**COG Staff:**

Diane Cox  
Gina Parham  
Donna Lee  
Katie Conner  
Vincent Gilreath  
Kim Hawkins  
Michael Kelly

**Others:**

Jim Wrenn  
Angela Harris  
Mike Felts  
Jordan McMillen  
Richie Duncan  
Harry Mills  
Joe Fredosso  
Archie Taylor  
Sherry Moss  
Tim Karan  
Sue Hinman  
Tony Cozart  
Dr. Scott Lavigne  
Charla Duncan  
Kim Denton

**Invocation**

Chairman Clayton asked Board Member, Sidney Dunston to provide the invocation prior to dinner.

## **Call to Order**

Chairman Clayton called the meeting to order and welcomed guests.

## **Minutes**

Chairman Clayton advised that the Minutes from meetings on October 5th, October 25<sup>th</sup> and October 29<sup>th</sup> had been forwarded for review with the meeting notice. He asked for the Board's pleasure regarding the minutes.

## **Minutes**

### **Motion # 1**

Motion was made by David Smith to approve the Minutes as written. Michael Williford seconded the motion and the motion carried unanimously.

## **NEW BUSINESS**

### **Finance Report**

Finance Manager, Donna Lee reviewed the October year to date Finance Report by fund as well as reviewing bank balances. She also stated that two loans had been made, one revolving loan and one micro loan.

### **Finance Report**

#### **Motion # 2**

Ernie Anderson made a motion to approve the Finance Report as presented. Tom Lane seconded the motion and the motion carried unanimously.

(INSERT FINANCE REPORT HERE)

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KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS

OCTOBER, 2018

	EXPENDITURE BUDGET		YTD EXPEND	EXPENDITURE BALANCE	% Expended	REVENUE BUDGET	YTD RECEIVED	% Received	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	Gain/(Loss)
	BUDGET	EXPEND										
<b>GENERAL FUND - 10</b>												
KTREDC	\$ 53,000	\$ 13,392.13	\$ 39,607.87	25%	\$ 53,000	\$ 10,375.61	20%	\$ 3,016.52	\$ 13,392.13	\$ -	\$ -	
EDA Planning	\$ 150,825	\$ 39,474.82	\$ 111,350.18	26%	\$ 90,415	\$ 36,166.00	40%	\$ -	\$ 157,89.93	\$ 12,481.11	\$ 12,481.11	
Revolving Loan Fund	\$ 20,000	\$ 4,948.35	\$ 15,051.65	25%	\$ 20,000	\$ -	0%	\$ 4,948.35	\$ 4,948.35	\$ -	\$ -	
Micro Loan Fund	\$ 4,500	\$ 38.00	\$ 4,462.00	1%	\$ 4,500	\$ -	0%	\$ 38.00	\$ 38.00	\$ -	\$ -	
Rural Transportation	\$ 139,186	\$ 53,071.66	\$ 86,114.34	38%	\$ 111,349	\$ -	0%	\$ 42,457.33	\$ 106,14.33	\$ 53,071.66	\$ -	
CFAT	\$ 24,990	\$ 17,091.37	\$ 7,898.63	7%	\$ 19,992	\$ -	0%	\$ 13,673.10	\$ 3,418.27	\$ 17,091.37	\$ -	
Mobility Manager	\$ 100,000	\$ 17,465.27	\$ 82,534.73	17%	\$ 90,000	\$ -	0%	\$ 15,718.74	\$ 17,465.27	\$ 17,465.27	\$ -	
Bunn Subdivision Ordinance	\$ 4,000	\$ 912.00	\$ 3,088.00	23%	\$ 4,000	\$ -	0%	\$ 912.00	\$ 912.00	\$ -	\$ -	
Bunn Zoning	\$ 10,000	\$ 5,784.40	\$ 4,215.60	58%	\$ 10,000	\$ 2,980.96	30%	\$ 2,803.44	\$ 5,784.40	\$ -	\$ -	
City of Henderson ROBCO	\$ 3,090	\$ 76.00	\$ 3,014.00	2%	\$ 3,090	\$ 3,090.00	100%	\$ -	\$ 3,090.00	\$ 3,014.00	\$ 3,014.00	
Franklin Co Bldg Re-use KF	\$ 11,274	\$ 190.00	\$ 11,084.00	2%	\$ 11,274	\$ 11,274.00	100%	\$ -	\$ 11,274.00	\$ 11,084.00	\$ 11,084.00	
Franklin Co PALZIV	\$ 600	\$ -	\$ 600.00	0%	\$ 600	\$ -	0%	\$ -	\$ -	\$ -	\$ -	
Regional Agritourism Project	\$ 5,500	\$ -	\$ 5,500.00	0%	\$ 5,500	\$ 5,500.00	100%	\$ -	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	
Mighty River Broadband	\$ 35,500	\$ 21,300.00	\$ 14,200.00	60%	\$ 35,500	\$ 21,300.00	60%	\$ -	\$ 21,300.00	\$ -	\$ -	
Aging - Planning & Admin	\$ 206,487	\$ 36,180.27	\$ 170,306.73	18%	\$ 163,352	\$ 22,519.00	14%	\$ 6,103.21	\$ 7558.06	\$ 36,180.27	\$ -	
Aging - Ombudsman	\$ 119,503	\$ 36,993.14	\$ 82,509.86	31%	\$ 107,553	\$ 24,202.00	23%	\$ 9,091.83	\$ 36,993.14	\$ -	\$ -	
Aging - Elder Abuse	\$ 4,716	\$ 246.37	\$ 4,469.63	5%	\$ 4,744	\$ 221.00	5%	\$ -	\$ 24.64	\$ 245.64	\$ (0.73)	
Aging - Evidence Based	\$ 27,879	\$ 21,009.63	\$ 6,869.37	75%	\$ 25,107	\$ 12,142.00	48%	\$ 6,766.67	\$ 21,009.63	\$ -	\$ -	
Aging - AAA	\$ 48,263	\$ 20,044.35	\$ 28,218.65	42%	\$ 48,263	\$ 15,564.00	32%	\$ 4,480.35	\$ 20,044.35	\$ -	\$ -	
Aging - Medicare SHIP	\$ 7,441	\$ 2,288.60	\$ 5,152.40	31%	\$ 5,897	\$ 397.00	7%	\$ 1,433.88	\$ 457.72	\$ 2,288.60	\$ -	
Aging - MIPPA	\$ 24,843	\$ 13,897.44	\$ 10,945.56	56%	\$ 24,843	\$ 9,391.00	38%	\$ 4,506.44	\$ 13,897.44	\$ -	\$ -	
Aging - Caregiver	\$ 118,749	\$ 35,014.96	\$ 83,734.04	29%	\$ 118,749	\$ 28,540.00	24%	\$ 6,474.96	\$ 35,014.96	\$ -	\$ -	
Aging - NCDOT Project	\$ 184,708	\$ 38,353.34	\$ 146,354.66	21%	\$ 184,708	\$ -	0%	\$ 38,353.34	\$ 38,353.34	\$ -	\$ -	
Aging - LCA	\$ 15,000	\$ 3,246.63	\$ 11,753.37	22%	\$ 15,000	\$ -	0%	\$ 3,246.63	\$ 3,246.63	\$ -	\$ -	
Aging - Senior Games	\$ 7,500	\$ -	\$ 7,500.00	0%	\$ 7,500	\$ -	0%	\$ -	\$ -	\$ -	\$ -	
WIDA - Adult	\$ 125,308	\$ 56,031.77	\$ 69,276.23	45%	\$ 125,308	\$ 41,613.43	33%	\$ 14,418.34	\$ 56,031.77	\$ -	\$ -	
WIDA - Youth	\$ 155,829	\$ 44,048.84	\$ 111,780.16	28%	\$ 155,829	\$ 33,420.92	21%	\$ 10,627.92	\$ 44,048.84	\$ -	\$ -	
WIDA - Dislocated Worker	\$ 148,454	\$ 43,056.70	\$ 105,397.30	29%	\$ 148,454	\$ 32,679.12	22%	\$ 10,377.58	\$ 43,056.70	\$ -	\$ -	
WIDA - Admin	\$ 166,412	\$ 35,773.50	\$ 130,638.50	21%	\$ 166,412	\$ 22,822.67	14%	\$ 12,950.83	\$ 35,773.50	\$ -	\$ -	
WIDA - Incumbent Worker	\$ 25,000	\$ 892.90	\$ 24,107.10	4%	\$ 25,000	\$ -	0%	\$ 892.90	\$ 892.90	\$ -	\$ -	
WIDA - Henderson CP	\$ 5,921	\$ 122.54	\$ 5,798.46	2%	\$ 5,921	\$ -	0%	\$ 122.54	\$ 122.54	\$ -	\$ -	
Granville Co SFR	\$ 86,969	\$ 4,259.39	\$ 82,709.61	5%	\$ 86,969	\$ 9,513.00	11%	\$ -	\$ 9,513.00	\$ 5,253.61	\$ 5,253.61	
Franklin Co SFR	\$ 101,278	\$ 26,689.74	\$ 74,588.26	26%	\$ 101,278	\$ 3,487.76	3%	\$ 23,201.98	\$ 26,689.74	\$ -	\$ -	
Person County SFR	\$ 156,768	\$ 32,835.31	\$ 123,932.69	21%	\$ 156,768	\$ 5,798.93	4%	\$ 27,036.38	\$ 32,835.31	\$ -	\$ -	
Vance County SFR	\$ 173,650	\$ 591.13	\$ 173,058.87	<1%	\$ 173,650	\$ -	0%	\$ 591.13	\$ 591.13	\$ -	\$ -	
Warren County SFR	\$ 175,000	\$ 388.50	\$ 174,611.50	0%	\$ 175,000	\$ -	0%	\$ 388.50	\$ 388.50	\$ -	\$ -	
Urgent Repair	\$ 15,100	\$ 5,710.00	\$ 9,390.00	38%	\$ 15,100	\$ 15,100.00	100%	\$ -	\$ 15,100.00	\$ 9,390.00	\$ 9,390.00	
Miscellaneous	\$ -	\$ -	\$ -	-	\$ -	\$ -	-	\$ -	\$ -	\$ 4,500.00	\$ 4,500.00	
Bank Interest	\$ -	\$ -	\$ -	-	\$ -	\$ -	-	\$ -	\$ -	\$ 1,414.11	\$ 1,414.11	
Annual Meeting	\$ -	\$ 4,994.77	\$ (4,994.77)	-	\$ 7,000	\$ 7,025.00	100%	\$ -	\$ 7,025.00	\$ 2,030.23	\$ 2,030.23	
Contingency	\$ -	\$ -	\$ -	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	
<b>TOTALS</b>	\$ 2,663,243	\$ 636,413.82	\$ 2,026,829.18	24%	\$ 2,522,507	\$ 381,037.51		\$ 264,632.89	\$ 691,080.15	\$ 54,666.33	\$ 54,666.33	



Revolving Loan Fund:	Bank Account Balances 10/31/18		
	COG Operating Account	BB&T	
FYTD Lended		\$ 595,002.66	
FYTD Interest Earned on Loans		\$ 10,305.31	
FYTD Bank Interest Earned		\$ 473,576.07	
MICRO Loan Fund:	Micro Loan Account	\$ 55,397.01	
	<b>TOTALS</b>	\$ 1,134,281.05	
FYTD Lended			
FYTD Interest Earned on Loans			
FYTD Bank Interest Earned			
Donna C. Lee			
11/8/2018			

## **BUDGET AMENDMENTS**

Donna Lee reviewed one budget amendment for \$100,000 in Fund 13 WIOA. This amendment represents additional funding allocations.

### **Budget Amendments**

#### **Motion # 3**

Motion made by Quon Bridges to approve the Budget Amendment as presented Kevin Easter seconded the motion. The motion carried unanimously.

(INSERT BUDGET AMENDMENTS HERE)

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**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS  
BUDGET AMENDMENTS  
Thursday, November 29, 2018**

**FY 18-19**

**FUND 13 - WIOA FUND**

<b>BUDGET AMENDMENT #7</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>WIOA DISLOCATED WORKER</b>				
<b>EXPENDITURES</b>	<b>6890</b>			
EDSI	619	210,000	100,000	310,000
		210,000	100,000	310,000
<b>WIOA DISLOCATED WORKER</b>	<b>3730</b>			
<b>REVENUE</b>	010	210,000	100,000	310,000
		210,000	100,000	310,000
This amendment represents additional allocations.				

EXECUTIVE DIRECTOR'S REPORT  
November 29, 2018

Re-Certification of NC Works Career Center Certification has been completed and being reviewed. Criteria for the NCWorks Career Center Certification include how the career center address' effectiveness, including customer satisfaction, physical and programmatic accessibility, and continuous improvement. Centers in Oxford and Henderson are both certified as Tier 1 Career Centers. A Tier 1 NCWorks Career Center is a physical location, open full-time as defined by the local WDB, where job seekers and employer customers can access the programs, services, and activities of all required one-stop partners. One-stop partners include WIOA, Wagner-Peyser, Trade Adjustment Act, Vocational Rehabilitation and Adult Basic Education.

Workforce Development Board Meeting is scheduled for December 4, 2018, at which midyear performance will be reviewed and recommendations will be made regarding PY 19 Planning and Procurement.

Career Center Infrastructure Cost Sharing for Career Centers between partners is being negotiated with local partners.

Pathways 2 Prosperity has been funded by USDOL to sustain the pilot project funded by Dept. of Commerce last year.

Finish Line Grant application has been submitted to Dept of Commerce for \$80,000. (PCC has requested \$30,000 and VGCC has requested \$50,000.)

The Planning Dept. will be hosting an Alternative Fuel Vehicle Training for our region's emergency personnel on Friday, Nov. 30 This training will better equip emergency personnel responding to accidents involving alternative fuel vehicles.

The RPO hosted an Open House on Thursday, Nov. 15. Members of the general public were invited to attend and offer comments on Division-wide projects for funding in the 10 year State Transportation Improvement Plan.

COG staff attended a groundbreaking ceremony on Nov. 13 in Franklin County to celebrate the beginning construction of Section C of US 401. Construction of this section is expected to be completed by 2022.





The Planning Dept. applied for continued funding of the NCDOT 5310 Grant Program for next Fiscal Year. This program assist our elderly and disabled residents with medically necessary transportation throughout the region.

The COG is applying for continued funding through the EDA for FY 19 for a 3 year (2019-2021) Planning Investment Planning Grant in the amount of \$210,000. Local funding to match the planning grant is \$140,000. These funds support continued implementation of the region's 2017-2022 CEDS Plan.

Aging Staff in coordination with local senior centers conducted Annual Candlelight Reflections that were in reference to Alzheimer's Disease Awareness Month and Family Caregiver Month (November) at our senior centers.

PASTA (Parenting A Second Time Around) was introduced in Person County with the hopes of beginning to serve Grandparents and Relatives who are serving as parents. Future plans to expand the program will be implemented in 2019.

Health Promotion Classes being held currently include:

- Living Healthy with Chronic Disease- Vance County Senior Center (November-January)
- Chronic Pain Self-Management Program- Louisburg Senior Center (November- January)

COG Caregiver Specialist and Special Projects Coordinator were certified as Master Trainers for Living Healthy with Chronic Disease in October.

The North Carolina Regional Councils of Government's Sixteen Regional Executive Directors met November 1<sup>st</sup> at the NCLM in downtown Raleigh. We heard presentations from the League regarding their legislative goals and an update was provided regarding Medicaid Managed Care, which could have a significant effect on our Aging Program.

The North Carolina Regional Councils of Government's Forum members met on November 2<sup>nd</sup> in Cary. They received an update on the disaster recovery efforts from the NC Department of Emergency Management. Additionally, the upcoming 2019 Legislative Agenda was discussed. The Agenda will be finalized in December. Legislative focus areas include: broadband, water resources and regional delivery of services. Kerr-Tar Forum members include Danny Wright, Delegate and Jimmy Clayton, Alternate.

Staff attended NC Rural Ctr. Assembly in mid-November. One of the main areas of focus for the conference was the importance of thinking and acting regionally. Other sessions focused on equity, broadband and branding.



Michael Kelly, Governor Cooper and Jimmy Clayton at the NC Rural Center Assembly

## 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.

- Reviewed re-certification of NC Works Center.
- Workforce Development Board meeting set for December 4 at COG office.
- Career Center Cost Sharing for Career Centers.
- Finish Line Grant application submitted to Dept of Commerce for \$80,000 – funding will be distributed as \$30,000 to PCC and \$50,000 to VGCC.
- Planning Dept. is hosting an Alternative Fuel Vehicle event at the COG on Nov 30<sup>th</sup>.
- RPO held Open House on November 15<sup>th</sup> at the COG to obtain comments on statewide improvement plan.
- COG staff attended a ground-breaking ceremony in Franklin County on November 13<sup>th</sup> for the Section C project for Highway 401.
- Planning Dept. applied for 5310 Grant for transportation for elderly and disabled in the region
- COG staff recently finished application for continued funding through EDA for a three year planning investment grant.
- Aging staff in coordination with local senior centers conducted Annual Candlelight Reflections in reference to Alzheimer's Disease Awareness Month and Family Caregiver Month (in November) at the senior centers.
- Aging staff is also working with the Person County Senior Center on a PASTA (Parenting A Second Time Around) program to assist grandparents and relatives that are serving as parents. It is planned to expand this program to other counties this year.
- Aging staff is conducting Health Promotion classes as well. Living healthy with Chronic Disease in Vance County and Chronic Pain Self Management in Louisburg. These programs are held weekly for 3 months.
- COG Caregiver Specialist and Special Projects Coordinator were recently certified as Master Trainers for Living Healthy and Chronic Disease in October.
- COG Directors and Regional Forum Members met recently in Raleigh and they received an update on the disaster recovery efforts from the NC Dept of Emergency Management. They also reviewed the upcoming Legislative Agenda. Plans are for this agenda to focus on broadband, water resources, and regional delivery of services.
- COG staff recently attended the NC Rural Assembly. One of the main areas of focus for the conference was the importance of thinking and acting regionally. Other sessions focused on broadband and branding.
- The Triangle Literacy Program for youth was also reviewed. There is hope to implement this program in another county and to eventually go region wide with the program.

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### Broadband Update

Diane Cox introduced Joe Freddoso of Mighty River, LLC who is leading our efforts for Broadband Expansion in the region. She further stated that Joe had led a meeting earlier today with local county managers and broadband committee members and commissioners to review vendor proposals that have been received. These proposals will be made to local boards in Franklin, Granville and Vance counties soon.

Highlights of Joe's presentation were:

- Currently working with Franklin, Granville and Vance Counties on Broadband enhancements for the area. Each county has established a Broadband Action Committees.
- Great support from each County and COG staff on this project
- Good responses from citizens and local businesses on surveys
- Each county was treated separately in order to address their needs and concerns
- RFPs were sent out and four were received for each county – but no local vendors responded to the RFP.
- Trying to determine adequacy of service
- Concerns are homes that house a business and students homes with no Wi-Fi connection for ability to do homework. This causes students to go to library or local businesses for free Wi-Fi.
- Broadband improvements it will allow people to work from home.
- Also need broadband and fiber for emergency services

To date the following has been accomplished:

- Data has been gathered
- Action and RFP developed
- 23 Organizations attended the Provider Meeting
- 4 Companies submitted Proposals
- Managers and Leads have reviewed proposals
- RFPs sent out in August
- Proposals received in October
- Two responses are good candidates for all three counties and are ready to deploy today
- Survey results reviewed by County
- Citizens want the county to take the lead role to improving broadband services

Next steps:

- Meet with each county and obtain support/recommendation on provider choice
- Attend January work sessions
- Time to 'hone in' on decision
- Make vendor recommendations
- Finalize by end of first quarter 2019
- Companies will be in competition with local current vendors

Other Discussion:

Jennifer Pierce stated that Warren County had gone out on their own to obtain better broadband service and nothing definite has been settled yet. However, the company they selected is not one that Franklin, Granville and Vance are considering.

Joe also advised that he had heard NC Legislative Delegates have announced funding for the underserved areas and that applications would need to be completed in order to receive funds. These applications would need to come from the service provider. He also stated there are rumors of possible funding from the Federal level as well.

Chairman stated that public outcry for assistance can help. Stress the dire need and Rural Co-op may be able to assist as well. This is a priority in our local rural communities.

## **PUBLIC COMMENT AND ANNOUNCEMENTS**

There being no further business, the meeting adjourned.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patricia S. Cox".

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