



Piedmont Triad Regional Council Executive Committee Minutes

Wednesday, June 3, 2020

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive

Kernersville, NC 27284

Members Present:

Councilwoman Marikay Abuzuaiter, City of Greensboro
Commissioner Kevin Austin, Yadkin County
Commissioner Alan Branson, Guilford County
Alderman Renee Bryant, City of Randleman
Mayor Rick Cross, Town of Bermuda Run
Commissioner Fleming El-Amin, Forsyth County
Councilman Ricky Hall, City of Graham
Councilman John Larson, City of Winston-Salem
Councilwoman Peggy Leight, Town of Walkertown
Commissioner Rick Morris, Stokes County
Commissioner Scott Needham, Town of Pilot Mountain
Commissioner Mark Richardson, Rockingham County
Commissioner Don Truell, Davidson County
Commissioner Steve Yokeley, City of Mount Airy

Members Absent

Commissioner Eddie Boswell, Alamance County
Council Member Jim Butler, City of Burlington
Councilman Darryl Carter, City of Eden
Mayor Alvin Foster, Town of Yanceyville
Chairman Darrell Frye, Randolph County
Commissioner Nathaniel Hall, Caswell County
Councilman Victor Jones, City of High Point
Councilman Rick McCraw, City of King
Commissioner Wayne Moore, Town of Jonesville
Commissioner Damon Prince, Town of Troy
Commissioner Terry Renegar, Davie County
Commissioner Dottie Robinson, Montgomery County
Mayor Carla Strickland, Town of Pleasant Garden
Commissioner Van Tucker, Surry County
Mayor Larry Ward, Town of Denton

Counties

Alamance

Caswell

Davidson

Davie

Forsyth

Guilford

Montgomery

Randolph

Rockingham

Stokes

Surry

Yadkin

Municipalities

Archdale

Asheboro

Bermuda Run

Bethania

Biscoe

Boonville

Burlington

Candor

Clemmons

Cooleemee

Danbury

Denton

Dobson

East Bend

Eden

Elkin

Elon

Franklinville

Gibsonville

Graham

Green Level

Greensboro

Haw River

High Point

Jamestown

Jonesville

Kernersville

King

Lewisville

Lexington

Liberty

Madison

Mayodan

Mebane

Midway

Mocksville

Mount Airy

Mt. Giload

Oak Ridge

Pilot Mountain

Pleasant Garden

Ramseur

Randleman

Reidsville

Rural Hall

Seagrove

Sedalia

Stokesdale

Stoneville

Summerfield

Thomasville

Tobaccoville

Trinity

Troy

Village of Alamance

Walkertown

Wallburg

Walnut Cove

Wentworth

Winston-Salem

Yadkinville

Yanceyville

Chairman Kevin Austin welcomed the PTRC Executive Committee and called the meeting to order at 12:02 p.m. Mr. Austin requested a moment of silence and then led the Executive Committee in the Pledge of Allegiance. Mr. Matthew Dolge gave a brief explanation on how the voting would be done today to satisfy the new requirements for public meetings under S.L. 2020-3, SB 704. Voting will be done by one roll call vote unless a member requests pulling an item to be voted on separately.

1) Action Item: Request for Public Hearing to be held on Monday, June 15th at 12noon, Mr. Matthew Dolge, Executive Director

- a) Under the new modifications for governing meetings, a 24 hour response period is required for all Public Hearings. This time allows for that response period so that action may be taken at the regularly scheduled Board of Delegates meeting on June 17th.
- b) Mr. John Larson asked who the audience is for this Public Hearing. Mr. Matthew Dolge responded that it will be advertised like usual in the newspaper and is open to anyone interested in commenting on the PTRC 2020-2021 Budget.

2) Action Item: Request for approval of the May 6, 2020 PTRC Executive Committee minutes, Kevin Austin, PTRC Chairman

3) Action Item: Request for authorization to accept \$400,000 in funds from the Economic Development Administration split between the years FY 20-21 and FY 21-22 to the Piedmont Triad Regional Development Corporation, Mr. Jesse Day, Planning Director

- a) EDA is inviting the Piedmont Triad Regional Development Corporation to apply for a supplemental financial assistance award of up to \$400,000.00 to implement the following EDA approved activities: (1) the development of an economic recovery and resilience plan, tied to the applicant's approved Comprehensive Economic Development Strategy, to address the economic impacts of the coronavirus pandemic, (2) the deployment of disaster recovery coordinators to orchestrate your region's response to the pandemic, (3) the provision of technical assistance, as necessary, to local governments, businesses, and other stakeholder organizations, and (4) the funding of appropriate technology and staff support for these pandemic-response activities. The period of performance is 24 months. EDA will fund the supplemental award at a 100 percent federal grant rate.
- b) The U.S. Department of Commerce, Economic Development Administration (EDA) recently received a supplemental appropriation to "prevent, prepare for, and respond to coronavirus... including for necessary expenses for responding to economic injury as a result of coronavirus," as part of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. 116-136 (March 27, 2020) (CARES Act). On May 7, 2020, EDA published an addendum to the FY 2020 Public Works and Economic Adjustment Act Notice of Funding Opportunity to announce EDA's CARES Act Recovery Assistance, through which EDA will award grants under the supplemental appropriation.
- c) As part of EDA's CARES Act Recovery Assistance, EDA is inviting certain institutional grantees, including Economic Development Districts (EDDs) and Indian Tribes that currently receive partnership planning grants (Indian Tribes) to apply for supplemental awards to help respond to the unusual and compelling urgency of the coronavirus pandemic. EDA has

determined that these institutional partners, by virtue of their longstanding and substantial investment in building capacity to respond to economic shocks and their ongoing partnership with EDA, possess unique abilities to support the CARES Act Recovery Assistance initiative and that it is therefore in the public interest to make awards to these organizations on a non-competitive basis.

- d) Ms. Peggy Leight asked what will happen to the position created after the two years. Applicants will be made aware during the recruitment process that the position is initially funded by a two year grant but the intention is to provide real value in economic recovery planning. If that is accomplished it will hopefully be something we can continue with contractual or grant funding.

4) Action Item: Request for acceptance of Non-Competitive EDA RLF for COVID 19 Recovery Microloan Assistance of \$2,222,000, Mr. Jesse Day, Planning Director

- a) The EDA has invited the Piedmont Triad Regional Development Corporation to apply for a single supplemental financial assistance award with two components: (1) up to \$2,020,000 to capitalize a new RLF to alleviate sudden and severe economic dislocation caused by the coronavirus (COVID-19) pandemic to serve the same lending area as your existing RLF award and (2) up to an additional ten percent of that amount to defray administrative costs necessary to establish the new RLF and to facilitate rapid and prudent lending to respond to the pandemic (the ten percent for administrative costs is in addition to, not a portion of, the funds used to capitalize the RLF). An application for funds to defray administrative costs necessary to establish a new CARES Act RLF is optional but is encouraged to ensure that you have sufficient resources to respond promptly to the urgent need.
- b) Specifically, the loan fund will focus on supporting micro-loans at zero percent interest to allow businesses in the Piedmont Triad to get back on their feet. Target loan sizes will range from \$2,500-\$50,000, but other amounts may be considered. The PTRDC will need to take action on this distribution and modify its lending plan. In addition we anticipate strong demand when this program is launched.
- c) As part of EDA's CARES Act Recovery Assistance, EDA is inviting certain current recipients of existing EDA-funded Revolving Loan Fund (RLF) awards to apply for a supplemental RLF award to help respond to the unusual and compelling urgency of the coronavirus pandemic. EDA has determined that these RLF partners, by virtue of their longstanding and substantial investment in making credit available to small businesses, possess unique abilities to support the CARES Act Recovery Assistance initiative and that it is therefore in the public interest to make awards to these organizations on a non-competitive basis.
- d) The funds are expected to be available July 1. We are expecting strong demand. Downtowns and agriculture will be prioritized. Most loans will be between \$2,500-\$10,000 range with no collateral and personal guarantee. Anything over \$10,000 will require collateral. They will be five year loans with no payments made the first year. The 48 payments will be made at 0% interest.
- e) Mr. Fleming El-Amin asked how the program will be marketed to potential applicants. Mr. Day stated that we will reach out to all Chambers, Economic Developers, and local governments. Mr. Matthew Dolge added that money will be set aside in the administrative budget for outreach and will include TV and billboards.
- f) Mr. Dolge stated that micro lending will be a new project for PTRDC. They are administratively heavy but with the new funding we feel confident that we can take it on.
- g) Mr. John Larson asked where repayment will go. Mr. Dolge stated that we plan on servicing these ourselves so payments would go back to the loan fund.

- h) Mr. John Larson asked who will approve the loans. Mr. Day responded that staff will provide written reports and the loan committee will approve. We are also investing in software to streamline the process.
- i) Mr. Mark Richardson asked if PTRC will be liable if loans aren't repaid. Mr. Dolge stated that the EDA has changed their approach so we will not be liable for defaults. In addition, defaults will not impact our history.

5) Action Item: Request for authorization to apply for an EDA Planning Grant up to \$75,000 for a Regional Broadband Plan, Mr. Jesse Day, Planning Director

- a) The Piedmont Triad Regional Broadband Plan will focus on a fair and accurate assessment of the existing broadband infrastructure, allow for an analysis of policies that support or inhibit broadband deployment and make recommendations on policy, program or project investments to improve broadband access. Understanding the regional context as it relates to local, State and Federal policy will better inform the 12 counties and member municipalities of the region to be prepared and educated about policy issues and resource opportunities to bring more broadband to more households across the Piedmont Triad.
- b) The U.S. Department of Commerce, Economic Development Administration (EDA) recently received a supplemental appropriation to "prevent, prepare for, and respond to coronavirus... including for necessary expenses for responding to economic injury as a result of coronavirus," as part of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. 116-136 (March 27, 2020) (CARES Act). On May 7, 2020, EDA published an addendum to the FY 2020 Public Works and Economic Adjustment Act Notice of Funding Opportunity to announce EDA's CARES Act Recovery Assistance, through which EDA will award grants under the supplemental appropriation.
- c) The 20% in kind match will be taken out of existing salaries of PTRC staff.

6) Action Item: Request for approval to apply for and accept \$118,171 from North Carolina Community Action Association, Mr. Michael Blair, Community Development Director

- a) The PTRC Community Development Department requests approval to apply and accept funding from the North Carolina Community Action Association (NCCAA) through Blue Cross Blue Shield of North Carolina to expand the Healthy Homes Initiative Program in Rural Counties.
- b) Additional funding of \$118,171 (approximately \$2,000 per home) would be used for improving the health and safety of homes in Alamance, Caswell, Davidson, Randolph, Rockingham and Person. Examples of these improvements are carpet replacement and pest control.
- c) General weatherization improvements include pest control, carpet replacement, and improve living conditions for our clients.

7) Action Item: Request for approval to accept \$97,428.00 from the Department of Housing and Urban Development, Mr. Michael Blair, Community Development Director

- a) The Community Development Department requests approval to accept funding provided from the Department of Housing and Urban Development for Section 8 Administrative costs associated with the COVID-19 crisis.

- b) Additional funding of \$97,428.00 would be used to cover the Community Development Department's COVID related administrative and technological improvement costs through December 31, 2020. Many of the associated costs would include technological upgrades to allow for remote work as well as increased PPE for times staff is required to work in the field with clients. These funds were determined by use of a formula allocation based off current production and were awarded to all PHA's managing HUD Section 8 programs across the country to offset increased expenses to program operations.
- c) It is recommended that the board approve accepting HUD funding to recognize a net increase of \$97,428.00 in the Community Development/Section 8 Program.

8) Action Item: Request for approval to accept \$450,000 in Federal Disaster Recovery Dislocated Worker Grant funds from the Division of Workforce Solutions, Ms. Wendy Walker-Fox, Workforce Development Director

- a) The Piedmont Triad Regional Workforce Development Department was awarded a Disaster Recovery Dislocated Worker Grant through the Division of Workforce Solutions. National Dislocated Worker Grant.
- b) The purpose of the grant funding is to meet the urgent needs of employers and jobseekers, as they work to recover from the effects of COVID-19. Specifically targeting job training and job placement programs. Work-based learning opportunities and intensive career services.

9) Action Item: Request for approval of the second budget revision to recognize a net increase of \$8,343,227 in the 2019-2020 budget, Mr. Jarrod Hand, Finance Director

- a) The Finance Department requests approval of a revision to the 2019-2020 budget of the Piedmont Triad Regional Council. This revision shows a net increase, from the first revision, of \$8,343,227.
- b) *Supporting documents (Budget Ordinance and changes by area) can be found at www.ptrc.org or by emailing kmitchell@ptrc.org.*
- c) This is the second and final revision. All changes reflect an average increase. The largest area of increase was in the Aging Department due to the Family First Act and CARES Act. The Housing Rehab program also saw a 22% increase. Weatherization Assistance saw a 13% increase by leveraging Duke Dollars.
- d) Mr. John Larson asked if the revision reflected expansions only and no cuts. Mr. Jarrod Hand stated that the only decrease were in dues used for general operations.

10) Action Item: Request for approval of original budget ordinance of \$40,101,123 and the Fringe Benefit, Indirect and Occupancy Cost Allocation Plans for fiscal year 2020-2021 budget, Mr. Jarrod Hand, Finance Director

- a) The Finance Department requests approval of the original Budget Ordinance and Fringe Benefit, Indirect and Occupancy Cost Allocation Plans for fiscal year 2020-2021 budget of the Piedmont Triad Regional Council. This original Budget Ordinance shows a total budget of \$40,101,919, an increase of \$6,203,123 from the original Budget Ordinance for fiscal year 2019-2020.

- b) *The Budget Ordinance and a summary of the budget by area and Fringe Benefit, Indirect and Occupancy Cost Allocation Plans can be found online at www.ptrc.org or by emailing kmitchell@ptrc.org.*
- c) The increases in the budget are related to the CARES and Family First Acts. We also received an increased allocation for WAP. We will be reducing what we use of Membership Dues for operations. \$480,000 of dues will be matched with a return of investment.
- d) The fringe rate went up 4% due to health insurance and changes in the local government retirement system. Respectively, the indirect rate went down 3.5% due to changes in staffing.
- e) Mr. Steve Yokeley asked how much health insurance went up. Mr. Jarrod Hand stated about 10%. Last year the increase was 10% as well.
- f) Mr. Matthew Dolge stated that PTRC appreciates the support of our Board. This year's budget is a \$6 million increase from last year's budget. It does not include the Healthy Opportunities pilot. That decision has been put on hold. If we are awarded that pilot we will see an additional growth in our budget.

11) Roll Call vote for the Abovementioned Action Items 1-10

- a) A motion was made by Mr. Alan Branson.
- b) The motion was seconded by Ms. Marikay Abuzuaiter.
- c) Roll call vote- Ayes: Councilwoman Marikay Abuzuaiter, Commissioner Kevin Austin, Commissioner Alan Branson, Alderwoman Renee Bryant, Mayor Rick Cross, Commissioner Fleming El-Amin, Councilman Ricky Hall, Councilman John Larson, Councilwoman Peggy Leight, Commissioner Rick Morris, Commissioner Scott Needham, Commissioner Mark Richardson, Commissioner Don Truell, Commissioner Steve Yokeley
- d) Nays: none
- e) Action Items 1-10 are approved.

12) Roll Call Vote to Affirm Votes Taken by Executive Committee on 5/6/2020

- a) Request for approval of April 1, 2020 PTRC Executive Committee Minutes (attachment).
- b) Request for approval to adapt the Section 8 Housing waiver practices.
- c) Request for authorization to apply to the NC Attorney General's Environmental Enhancement Grant program.
- d) Request for approval to enter into contract with Davidson County for \$10,500.
- e) Request for approval of application and Acceptance of POWER 2020 ARC fund to support the Dream. Career. Academy.
- f) Request for approval to enter into a \$10,000 sole source contract with 180 skills.
- g) Request for authorization to enter into contracts with funded nutrition partners.
- h) Request for authorization to submit the State Fiscal Year 2021 Aging Funding Plan and Enter into contracts with NCDAAAS, County Governments and funded partners.
- i) Request for authorization to amend existing FCSP contracts with 5 funded partners.
- j) There being no questions a motion was made by Mr. Mark Richardson.
- k) The motion was seconded by Mr. Fleming El-Amin.
- l) Roll call vote- Ayes: Councilwoman Marikay Abuzuaiter, Commissioner Kevin Austin, Commissioner Alan Branson, Alderwoman Renee Bryant, Mayor Rick Cross, Commissioner Fleming El-Amin, Councilman Ricky Hall, Councilman John Larson, Councilwoman Peggy

Leight, Commissioner Rick Morris, Commissioner Scott Needham, Commissioner Mark Richardson, Commissioner Don Truell, Commissioner Steve Yokeley

m) Nays: none

n) Approved action items from the May 6, 2020 Executive Committee meeting were affirmed.

8) Executive Director's Report, Matthew Dolge, Executive Director

- a) Tomorrow, June 4th there will be a virtual release of findyourcenternc.com. This site features a job search as well as other tools like commute time, cost of living, arts and culture and outdoor recreation opportunities. We hope it will help attract talent to our region.
- b) Our WFD and AAA programs have both facilitated masking projects to get PPE out to our communities. To date we have provided over 30,000 masks to our local governments.
- c) A quorum is required to pass our budget so please plan to attend our full Board of Delegates meeting on June 15th at 12noon.

9) Mr. Austin thanked everyone for their attendance.

There being no other business, the meeting was adjourned by general consensus at 1:04 p.m.

Kevin Austin, PTRC Chair

Katie Mitchell, Clerk to the Board