

## MEMBERS

### Counties

Alamance

Caswell

Davidson

Davie

Forsyth

Guilford

Montgomery

Randolph

Rockingham

Stokes

Surry

Yadkin

### Municipalities

Archdale

Asheboro

Bermuda Run

Bethania

Biscoe

Boonville

Burlington

Candor

Clemmons

Coolcemee

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. Gilead

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



# Piedmont Triad Regional Council Executive Committee Minutes

Wednesday, June 2, 2021

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  
Alderwoman Renee Bryant, City of Randleman (Z)  
Councilman Darryl Carter, City of Eden (Z)  
Commissioner Carly Cooke, Guilford County (Z)  
Mayor Rick Cross, Town of Bermuda Run  
Mayor Pro Tem Monta Davis-Oliver, Town of Yadkinville (Z)  
Council Member Lynne DeVaney, Town of Summerfield (Z)  
Commissioner Fleming El-Amin, Forsyth County  
Mayor Alvin Foster, Town of Yanceyville  
Chairman Darrell Frye, Randolph County  
Commissioner Nathaniel Hall, Caswell County  
Councilman Victor Jones, City of High Point (Z)  
Councilman John Larson, City of Winston-Salem  
Councilman Rick McCraw, City of King  
Commissioner Rick Morris, Stokes County (Z)  
Commissioner Scott Needham, Town of Pilot Mountain (Z)  
Commissioner Mark Richardson, Rockingham County  
Commissioner Dottie Robinson, Montgomery County (Z)  
Commissioner Don Truell, Davidson County (Z)  
Commissioner Van Tucker, Surry County (Z)  
Commissioner Craig Turner, Alamance County (Z)  
Mayor Larry Ward, Town of Denton  
Commissioner Steve Yokeley, City of Mount Airy  
*(Z) Denotes attendance via ZOOM*

### **Members Absent:**

Council Member Jim Butler, City of Burlington  
Commissioner Benita Finney, Davie County  
Councilman Ricky Hall, City of Graham  
Councilwoman Peggy Leight, Town of Walkertown  
Commissioner Damon Prince, Town of Troy  
Commissioner Terry Renegar, Davie County

**Chairman Kevin Austin welcomed the PTRC Executive Committee and called the meeting to order at 12:02 p.m. The meeting was held virtually via Zoom in addition to in person attendance. Mr. Austin requested a moment of silence and then led the Executive Committee in the Pledge of Allegiance.**

**1) Action Item: Request for approval of the May 5, 2021 PTRC Executive Committee minutes, Mr. Kevin Austin, Chair**

**2) Action Item: Request for approval to enter into contract with Montgomery County for \$16,800 to be split between FY 20-21 and FY 21-22, Mr. Jesse Day, Regional Planning Director**

- a) The Planning Department requests to enter into contract for geographic information system (GIS) services with Montgomery County.
- b) Montgomery County GIS Services - \$16,800
  - i) The planning department was requested to provide GIS services to the County. Duties include: (1) revising the extraterritorial jurisdiction (ETJ) boundary around the towns of Troy and Candor that are currently misrepresented; and (2) revising the County zoning layer to incorporate rezonings between 2004 and 2020 and to better align with tax parcel boundaries. The planning department is already contracted with Montgomery County to provide current planning services. This GIS services contract will provide additional services to the County.
- c) The County has approved the contract and the planning effort is scheduled to begin in June 2021 with a completion date of October 2021.
- d) Currently providing planning services for Montgomery County.
- e) Request for approval to enter into contract with Montgomery County for \$16,800 to be split between FY 20-21 and FY 21-22

**3) Action Item: Request for approval to contract with Rockingham County providing professional planning services until June 30, 2021 for \$2,250 -4,500/weekly or until a planning director is hired or support is no longer needed, Mr. Jesse B. Day, Regional Planning Director**

- a) The Planning Department requests to enter into contract for planning services with Rockingham County for current planning support.
- b) Rockingham County: \$2,250-4,500/weekly  
Provide zoning administration, subdivision review, codification and other current planning support for Rockingham County during staff transition. There are no planning staff currently as the County goes through a search process. PTRC was asked to help provide this service. Independent contractors will be providing the support which is from 30-60 hours weekly through June 30. The services will be a combination of in person and remote work.
- c) See scope of services chart on following page.

<b>PTRC Scope of Services – Rockingham County Current Planning</b>	
<b>Service Areas</b>	<b>Service Elements / Tasks</b>
<b>Zoning Ordinance Administration</b>	<ul style="list-style-type: none"> <li>• Assist with permit inquiries, applications, and reviews.</li> <li>• Assist with any proposed developments seeking a special/conditional use permit, text amendment, or re-zoning request.</li> <li>• Review all development proposals to confirm compliance with the County's zoning ordinance and other development requirements.</li> <li>• Work with the Planning Board to modify development proposals that do not conform to existing zones or ordinances.</li> <li>• Develop public notice requirements for County staff to send to neighboring properties or the newspaper for zoning amendments, re-zonings, or other actions requiring public notice.</li> </ul>
<b>Subdivision Ordinance Administration</b>	<ul style="list-style-type: none"> <li>• Provide preliminary and final plat review;</li> <li>• Answer general questions about subdividing or recombining land;</li> <li>• Review PDFs of plats e-mailed by surveyors and respond by e-mail or call them to go over necessary changes.</li> </ul>
<b>Planning Board Administrative Services</b>	<ul style="list-style-type: none"> <li>• Assume administrative responsibilities for the County Planning Board, as necessary, including: <ul style="list-style-type: none"> <li>○ Prepare and send out all agenda packets to the Board members;</li> <li>○ Present findings of fact(s) to the Planning Board on cases;</li> <li>○ Report all meeting minutes to the County Manager, Planning Board, and County Commission; and</li> <li>○ Hold special meetings on issues demanding immediate attention, as determined by staff and/or the Planning Board.</li> </ul> </li> </ul>

- d) Range of hours depend on work load. 3 planners have left the county. Bridge the gap until a planning director is hired.
- e) Mr. John Larson asked who is doing the work. Mr. Day answered Lynn Cockram, an independent contractor.
- f) Mr. Rick Cross asked about the deadline of June 30<sup>th</sup> and the potential to go beyond that date. Mr. Day answered that if a Planning Director is hired then we can end the contract in seven days. It does have the potential to go past that date.
- g) It was suggested to amend the motion to extend the deadline to August 31<sup>st</sup>.
- h) That amendment was accepted.
- i) Request for approval to contract with Rockingham County providing professional planning services until ~~June 30, 2021~~ August 31, 2021 for \$2,250 -4,500/weekly or until a planning director is hired or support is no longer needed. Due to the need, these services have been provided beginning on May 17, 2021.

**4) Action Item: PY 2021 WIOA Adult/Dislocated Worker and Center Operator Contract, Ms. Wendy Walker-Fox. Workforce Development Director**

- a) The Piedmont Triad Regional Workforce Development Board is requesting to enter into contract with Goodwill of Northwest NC as the provider of WIOA Adult/Dislocated Workers services and act as the Career Center Operator for the seven-county local area.
- b) The contract period will cover Program Year 2021, commencing July 1, 2021 and ending June 30, 2022 (*this date was amended from the agenda*). Stipulated within is the option for yearly renewal for up to 3 years, based on performance and goal attainment. The

total estimated contract amount is \$1,325,000 (\$675,000 – Adult; \$650,000 – Dislocated Worker). The actual amount is dependent upon allocations, yet to be received.

- c) Goodwill of Northwest NC was the sole vendor to submit a proposal in response to the published RFP. Their proposal was well written and clearly conveyed Goodwill's intention to provide solutions and deliver services to the Adult/Dislocated Worker populations. Also outlined in the proposal were solid administrative and fiscal protocols.
  - d) The Piedmont Triad Regional Workforce Development Board has a well-established partnership with Goodwill of Northwest NC. The Board looks forward to a continued partnership built on our shared vision for high quality, impactful service provision for our individual and business customers.
  - e) Mr. Rick Cross asked if it is unusual to receive only one response. Ms. Walker-Fox responded no, not in our case because the RFP states that they must serve all seven of our counties. That excludes many applicants because of service boundaries but we feel it is necessary for consistency of service.
  - f) Mr. Fleming El-Amin asked if WFD received an increase or decrease in budget for the new fiscal year. Mr. Jarrod Hand answered that we projected a 10% cut but only received a 5% loss of about \$161,000.
  - g) Mr. John Larson asked how results are measured. Ms. Walker-Fox answered that there are prescribed metrics from the Federal Government and we also share results in the Annual Report. But we can provide a progress report.
  - h) Ms. Walker-Fox added that on June 9<sup>th</sup> WFD will be holding an anniversary/reboot celebration of the [www.nctriad.com](http://www.nctriad.com) website. We are moving into the second phase of talent attraction. Our first state was talent retention. This will be a virtual event.
  - i) Mr. Kevin Austin added that it seems the goal of talent recruitment has changed. There is a problem with people that have exited the workforce. Ms. Walker-Fox stated that many efforts are being made to identify that population and find ways to reengage them in the workforce. The pandemic has highlighted those challenges. The number of disengaged is much higher than before the pandemic. We are making efforts to address this. We have 62.5% engagement in NC.
  - j) More discussion was held surrounding Workforce Development and talent recruitment.
  - k) Request for approval of Goodwill of Northwest North Carolina as the PY 2021 contracted service provider for the WIOA Adult/Dislocated Worker/One-Stop Operator Services within the seven-county Workforce local area
- 5) Action Item: Request for authorization to issue a contract addendum to Trelis Supportive Care for CARES Act Nutrition Services in the amount of \$8,100 for the period September 1, 2020 to September 30, 2021, Ms. Adrienne Calhoun, Director, Area Agency on Aging**
- a) The Piedmont Triad Regional Council Area Agency on Aging (PTRC AAA) serves as a pass through agent, to disseminate CARES Act funds by making one-time grants to organizations delivering vital services to vulnerable residents across the region. The project period for is September 1, 2020 through September 30, 2021. All CARES Act funds must be obligated by September 30, 2021. Funds were distributed through a competitive grant application process. All expenditures must be reasonable, allowable and justifiable; all funds must be spent related to COVID-19.
  - b) In Forsyth County we have \$36,750 unallocated due to three declined contracts for Senior Center Technology Grant. Since the funding is for supportive care, we reached out to

existing nutrition providers of CARES Act to expand on nutrition services. Trellis Supportive Care accepted \$8,100. This will allow Trellis Supportive Care to provide additional groceries to an increased number of patients served each month (30 to 40) and volunteers will deliver to these patients twice a month until September 30, 2021. The PTRC AAA is working to allocate the remaining \$28,650 according to program guidelines.

- c) Request for authorization to issue a contract addendum to Trellis Supportive Care for CARES Act Nutrition Services in the amount of \$8,100 for the period September 1, 2020 to September 30, 2021

**6) Action Item: Request for Approval of Third Budget Revision for FY 2020-2021, Mr. Jarrod R. Hand, Finance Director**

- a) The Finance Department requests approval of a revision to the 2020-2021 budget of the Piedmont Triad Regional Council. This revision shows a net increase, from the second budget revision, of \$48,450.
- b) Revised Budget Ordinance and a summary of the changes by area can be found on pages 7-29 in the agenda or by emailing [kmitchell@ptrc.org](mailto:kmitchell@ptrc.org)
- c) It is recommended that the board adopt this budget revision to recognize a net increase of \$48,450 in the 2020-2021 budget.

**7) Action Item: FY 2021-2022 PTRC Budget**

- a) The Finance Department requests approval of the original Budget Ordinance and Fringe Benefit, Indirect and Occupancy Cost Allocation Plans for fiscal year 2021-2022 budget of the Piedmont Triad Regional Council. This original Budget Ordinance shows a total budget of \$38,787,325, a decrease of \$1,314,594 from the original Budget Ordinance for fiscal year 2020-2021. The following pages include the Budget Ordinance and a summary of the budget by area and Fringe Benefit, Indirect and Occupancy Cost Allocation Plans.
- b) The 2021-2022 PTRC Budget Packet is available at [www.ptrc.org](http://www.ptrc.org) or by emailing [kmitchell@ptrc.org](mailto:kmitchell@ptrc.org).
- c) The major cuts in our budget was from the Workforce Development program which received a 5% decrease. Planning also experienced a cut due to projects and EPA grants reaching completion.
- d) Mr. Dolge state that overall we are very strong. The decrease is due to many onetime funding changes. From a management standpoint, we did not add staff or overhead so we aren't at a loss there. We always experience some expansion and retraction and we act conservatively by only planning for dollars in hand. We are very secure in what we have and our ability to continue. Mr. Jarrod Hand and his staff do a great job.
- e) Mr. Kevin Austin added that the budget is comprised most of pass through dollars so reductions in revenue won't result in reduction in agency. Mr. Hand agreed that we are the healthiest COG in the state because of how conservative we act.
- f) There are two planning positions that are funded by the EDA and are scheduled to end. These are the only positions hired based on grant funds but they have a specific terms.
- g) Mr. Fleming El-Amin asked if PTRC will receive any funds from American Rescue Plan. Mr. Hand answered that Aging will receive some for nutrition. Mr. Dolge added that we may be able to apply for some but there are no direct allocations.
- h) It is recommended that the board adopt this original budget ordinance of \$38,787,325 and the Fringe Benefit, Indirect and Occupancy Cost Allocation Plans for fiscal year 2021-2022 budget.

**8) Roll Call vote for the Above-mentioned Action Items 1-7**

- a) A motion was made by Mr. Mark Richardson.
- b) The motion was seconded by Ms. Marikay Abuzuaiter.
- c) Roll call vote- Ayes: Councilwoman Marikay Abuzuaiter, Commissioner Kevin Austin, Alderwoman Renee Bryant, Councilman Darryl Carter, Commissioner Carly Cooke, Mayor Rick Cross, Mayor Pro Tem Monta Davis-Oliver, Council Member Lynne DeVaney, Commissioner Fleming El-Amin, Mayor Alvin Foster, Chairman Darrell Frye, Commissioner Nathaniel Hall, Councilman Victor Jones, Councilman John Larson, Councilman Rick McCraw, Commissioner Rick Morris, Commissioner Scott Needham, Commissioner Mark Richardson, Commissioner Dottie Robinson, Commissioner Don Truell, Commissioner Van Tucker, Commissioner Craig Turner, Mayor Larry Ward, Commissioner Steve Yokeley.
- d) Nays: none
- e) Action Items 1-8 are approved.

**9) Executive Director's Report, Matthew Dolge, Executive Director**

- a) Mr. Dolge reminded everyone of our full Board of Delegates meeting on the 16<sup>th</sup>. We will try this meeting as a hybrid and can hold about 50 people in person. A roll call will be required so we appreciate your patience.
- b) A public hearing will also be held on Monday, June 14<sup>th</sup> at noon. A notice has been published.
- c) PTRC was informed that we were not chosen at an LPE for Healthy Opportunities. This is disappointing. This project would have funded regional non-profit providers and been transformational in service delivery. Two organizations in the eastern part of the state and one in Asheville were chosen. We pass on our thanks to our team of employees and volunteers that took part in this project. The hospital systems have seen value in what we are doing so we will continue to find ways to be helpful.
- d) Given these developments on the LPE front, we do not need to urgently and rapidly expand staff and facilities. Three of our programs are still sharing office space- WFD, Planning and Community Development. We still have decisions to make around that but we are able to step back and focus on our long term needs. We are in discussion with the church behind us as a possibility for expansion. If any members of the board would be willing to be on a thought group to discuss opportunities, please let us know.
- e) We are currently working with the state to push out information about the "Bring Back Summer" initiative. As a part of that we are doing short social media PSAs from key folks in our communities. If you are interested in doing one of those videos, please let us know.
- f) Guidelines were released last week for Recovery Act funds. We had the School of Government on our bi-weekly Managers' call to discuss those. There are many opportunities here for housing and infrastructure. You all will be receiving a letter from us looking for matching funds for a grant that Blue Cross Blue Shield has given us to work on local food efforts. This money will go back to your counties to address food issues. These funds are a great opportunity and if we can help, please let us know.

**10) Around the Region, Mr. Kevin Austin, Chair**

- a) Mr. Mark Richardson announced that they are giving \$25 gift cards out in Rockingham this coming Thursday the 3<sup>rd</sup> if you get your vaccine.
- b) Mr. Rick McCraw invited everyone to “Meet you on Main” this Saturday the 5<sup>th</sup> in King. There will be vendors and food trucks.
- c) Mr. Alvin Foster shared that on July 3<sup>rd</sup> at the Pavilion in Downtown Yanceyville there will be food, vendors, a live band and fireworks.
- d) Mr. Scott Needham invited everyone to the Pilot Mountain Food Truck Festival on June 26<sup>th</sup>. There will be a car show the weekend of the Fourth of July.

**11) Mr. Austin thanked everyone for their attendance. He announced that the City of Mebane lost their former Mayor, Glendel Stephenson. We should keep the people of Mebane in our thoughts. He encouraged everyone to do everything they can to make it as easy as possible to receive their vaccine.**

**There being no other business, the meeting was adjourned by general consensus at 1:03p.m.**

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**Kevin Austin, PTRC Chair**

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**Katie Mitchell, Clerk to the Board**