

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
Cooleemee
Danbury
Denton
Dobson
East Bend
Eden
Elkin
Elon
Franklinville
Gibsonville
Graham
Green Level
Greensboro
Haw River
High Point
Jamestown
Jonesville



PIEDMONT TRIAD REGIONAL COUNCIL

Executive Committee

Agenda

Wednesday, May 4, 2022

12:00 noon

1398 Carrollton Crossing Drive, Kernersville, NC 27284

Item

ZOOM

Executive Committee
Please join my meeting from your device.
<https://zoom.us/j/97334803681>
+1 646 558 8656 US (New York)
Meeting ID: 973 3480 3681

Official

Katie Mitchell
Clerk to the Board

A. Call to Order, Welcome, Moment of Silence, and Pledge of Allegiance

Alvin Foster
Chair

B. Presentation: Workforce Development Board System Alignment Study

Wendy Walker-Fox
WFD Director

C. Action Items

- 1) Request for approval of February 2, 2022 PTRC Executive Committee Minutes (attachment)** **Alvin Foster**
Chair
- 2) Request for approval of Fringe Benefit, Indirect and Occupancy Cost Allocation Plans** **Jarrod Hand**
Finance Director
- 3) Request for approval to enter into a \$50,000 sole source contract with CARECG** **Wendy Walker- Fox**
WFD Director
- 4) Request to adjust the Assignment of Classifications to Grades** **Matt Reece**
Assistant Director

MEMBERS

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
Staley
Stokesdale
Stoneville
Summerfield
Thomasville
Tobaccoville
Trinity
Troy
Village of
Alamance
Walkertown
Wallburg
Walnut Cove
Wentworth
Winston-Salem
Yadkinville
Yanceyville

5) Request for approval of PTRDC Board Member Appointment for Davie County

Jesse Day
Planning Director

6) Request for approval of sole source bids on Rehabilitation Projects

Michael Blair
CD Director

D. Old Business

Alvin Foster
Chair

E. New Business

Alvin Foster
Chair

F. Roll Call Vote

Katie Mitchell
Clerk to the Board

G. Executive Director's Report

Matthew Dolge
Executive Director

H. Around the Region

At this time, Board members are asked to discuss any upcoming events or informational items that pertain to their local government or region.

Alvin Foster
Chair

I. Chairman's Remarks and Announcements

Alvin Foster

1) PTRC Executive Committee Meeting

Wednesday, June 1, 2022 12noon (Lunch 11:30a.m) **Hybrid**

2) PTRC Board of Delegates Meeting

Wednesday, June 15, 2022 12noon (Lunch 11:30a.m) **Hybrid**

3) 2022 PTRC Meeting Dates

PRESENTATION

MEMORANDUM

Note: The NCWorks Commission voted, during a special meeting on March 30, 2022, to approve this memorandum as an expression of the considered opinion of the entire Commission.

TO: Chair Tom Rabon, NCWorks Commission
FROM: NCWorks Commission Governance and System Alignment Committee
DATE: February 18, 2022
SUBJECT: Workforce Development Board System Alignment Study

Guiding Principles

- 1. Seek to better the lives of North Carolinians through realignment:** Support changes to the workforce development board system that will prioritize access to services for jobseekers and employers, efficient use of available resources, and responsiveness to local and regional needs.
- 2. Expand local workforce development board access:** Reduce the number of single-county workforce development boards to better reflect labor market and commuting patterns.
- 3. Decrease redundancy among local workforce development boards within economic development areas:** Minimize the overlap of workforce development boards across multiple Prosperity Zones and, as applicable, Councils of Government, to better promote alignment with economic development activities.
- 4. Better align community college and workforce development board service areas:** Minimize the overlap of workforce development boards across multiple community college service areas.
- 5. Match local workforce development board outreach to area jobseeker and business customer needs:** Maximize the average percentage of individuals who live and work in the same region to be more reflective of current labor and commuter patterns.
- 6. Ensure consistent service, strong visibility, and sufficient capacity among local workforce development boards:** Support policies that will strengthen the visibility and capacity of workforce development boards as well as partnerships between workforce and economic development entities to make certain that employers and jobseekers receive consistent service and response across the state.
- 7. Allow flexibility for administrative entities:** Support existing administrative entities, including Councils of Government (COG), non-profits, and city/county governments, to remain in their administrative role, even if newly redrawn workforce area boundaries are different from previous boundaries.
- 8. Consider further review of the broader workforce system:** While the role of workforce boards is central in workforce development, they are part of a broader system which may benefit from additional changes to further promote alignment and efficiency.

ACTION ITEM # 2

M-E-M-O-R-A-N-D-U-M

TO: PTRC Board of Delegates
FROM: Jarrod R. Hand, Finance Director
DATE: May 4, 2022
RE: Information on Fringe Benefit, Indirect & Occupancy Cost Allocations
Plans for Fiscal Year 2022 - 2023

Finance Department attached the Fringe Benefit, Indirect and Occupancy Cost Allocation Plans for fiscal year 2022 – 2023 for your review and approval. The plans are based on current operations with fringe benefit rate of 47.50% and indirect cost rate of 27.00%. The occupancy cost rate is remaining at \$18 per square foot.

**PIEDMONT TRIAD REGIONAL COUNCIL
INDIRECT COST AND FRINGE BENEFIT PLAN
PROVISIONAL RATE METHOD
BASE METHOD: SALARIES PLUS FRINGE
JULY 1, 2022 - JUNE 30, 2023**

**CERTIFICATION BY THE PIEDMONT TRIAD
REGIONAL COUNCIL**

INDIRECT COST PROPOSAL

I hereby certify as the responsible official of the Piedmont Triad Regional Council that the information contained in this indirect cost proposal for the fiscal year ending June 30, 2023, is correct and was prepared in accordance with the policies and procedures contained in the 2 CFR, Part 200, Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards. I further certify these procedures were utilized:

- (a) To prevent cost from being allocated to Federal Programs as indirect costs that have already been treated as direct program costs; and
- (b) To ensure that consistent treatment was accorded similar costs, for all programs in the Agency, regardless of source of funds; and
- (c) To ensure that costs have not been treated as indirect costs of Federal Programs inconsistent with statutory restrictions governing those programs.

Matthew L. Dolge
Executive Director

Jarrold R. Hand
Finance Director

ACTION ITEM # 2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL

Indirect Costs to be Allocated

Cost Allocation Plan for Fiscal Year 2022 – 2023

SALARIES

PERSONNEL AS LISTED WILL BE CHARGED TO THE INDIRECT COST POOL.

FRINGE BENEFITS

FRINGE BENEFITS WILL BE CHARGED TO ALL PROJECTS AND THE INDIRECT COST POOL ON A PRE-DETERMINED FRINGE BENEFIT RATE.

RETIREMENT

RETIREMENT EXPENSES WILL BE CHARGED TO ALL PROJECTS AND THE INDIRECT COST POOL ON A PRE-DETERMINED RATE SET BY N. C. LOCAL GOVERNMENT EMPLOYEES' RETIREMENT SYSTEM BASED ON ACTUAL COST.

TEMPORARY PERSONNEL

TEMPORARY PERSONNEL EXPENSE WILL BE CHARGED TO THE INDIRECT COST POOL. TEMPORARY PERSONNEL EXPENSE FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM.

PROFESSIONAL, LEGAL, AND ACCOUNTING SERVICES

ANNUAL AUDIT FEES WILL BE CHARGED TO THE INDIRECT COST POOL. OTHER PROFESSIONAL SERVICES EXPENSE WILL BE CHARGED TO THE INDIRECT COST POOL (ATTORNEY, LRO LIASON, ETC.).

TELEPHONE & POSTAGE

ALL TELEPHONE, POSTAGE AND MISCELLANEOUS COMMUNICATION CHARGES ARE TO BE CHARGED TO THE INDIRECT COST POOL. TELEPHONE AND POSTAGE FOR SPECIFIC PROGRAMS WILL BE CHARGED TO THE PROGRAM.

TRAVEL & PARKING

TRAVEL WILL BE CHARGED DIRECTLY TO ALL PROJECTS AND THE INDIRECT COST POOL BASED ON ACTUAL COST. (THE TRAVEL LINE ITEM IN THE INDIRECT COST PLAN APPLIES ONLY TO THOSE EMPLOYEES LISTED IN THE INDIRECT COST PLAN.) PARKING EXPENSE FOR BOARD MEMBERS AND OTHER VISITORS WILL BE CHARGED TO THE INDIRECT COST POOL.

EQUIPMENT AND VEHICLE MAINTENANCE AND REPAIR

ALL EQUIPMENT MAINTENANCE AND REPAIR COST WILL BE CHARGED TO THE INDIRECT COST POOL. EQUIPMENT AND VEHICLES MAINTENANCE AND REPAIR COSTS FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM.

OCCUPANCY EXPENSE

OCCUPANCY FOR COMMON AREAS WILL BE CHARGED TO THE INDIRECT COST POOL. OCCUPANCY FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM BASED ON THE SQUARE FOOTAGE RATE MULTIPLIED BY THE SQUARE FOOTAGE OCCUPIED.

ACTION ITEM #2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL

Indirect Costs to be Allocated

Cost Allocation Plan for Fiscal Year 2022 – 2023

PAGE 2

EQUIPMENT RENTAL

ALL RENTED EQUIPMENT USED WILL BE CHARGED TO THE INDIRECT COST POOL. RENTAL EQUIPMENT USED FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM.

ADVERTISING

ALL ADVERTISING EXPENSES ARE TO BE CHARGED TO THE INDIRECT COST POOL. ADVERTISING EXPENSES FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM.

SUPPLIES AND SPECIAL MATERIALS

ALL OFFICE AND GENERAL USE SUPPLIES ARE TO BE CHARGED TO THE INDIRECT COST POOL. SPECIAL SUPPLIES AND MATERIALS FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM.

PRINTING COSTS

ALL PRINTING COSTS ARE TO BE CHARGED TO THE INDIRECT COST POOL. SPECIAL PRINTING COSTS FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM.

COMPUTER SERVICES, LICENSING & FEES

ALL COMPUTER SERVICES SUCH AS PAYROLL PROCESSING EXPENSES WILL BE CHARGED TO THE INDIRECT COST POOL. PAYROLL PROCESSING CHARGES FOR SPECIFIC PROGRAMS WILL BE CHARGED DIRECTLY TO THE PROGRAM.

DUES, SUBSCRIPTIONS, PUBLICATIONS, NEWSPAPERS & MISCELLANEOUS

ALL DUES, SUBSCRIPTIONS, PUBLICATIONS, NEWSPAPERS AND MISCELLANEOUS COSTS WILL BE CHARGED TO THE INDIRECT COST POOL.

BONDING, FIRE INSURANCE & PUBLIC EMPLOYEE LIABILITY

ALL BONDING, FIRE INSURANCE AND PUBLIC EMPLOYEE LIABILITY INSURANCE WILL BE CHARGED TO THE INDIRECT COST POOL.

ACTION ITEM #2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL

Occupancy Costs to be Allocated

Cost Allocation Plan for Fiscal Year 2022 - 2023

PAGE 3

INTEREST EXPENSE

INTEREST EXPENSES DIRECTLY RELATED TO THE FINANCING OF THE PIEDMONT TRIAD REGIONAL COUNCIL'S MAIN OFFICE FACILITY AS PER THE FINANCING AGREEMENT ENTERED INTO IN APRIL OF 2013.

DEPRECIATION EXPENSES

DEPRECIATION EXPENSES RELATED TO THE BUILDING AND LAND IMPROVEMENTS FOR THE OFFICE FACILITY, STRAIGHT-LINE METHOD OVER 15 YEARS.

UTILITIES EXPENSES

ALL ELECTRICAL, WATER AND SEWER EXPENSES FOR THE OFFICE FACILITY.

LAWN AND GROUNDS CARE EXPENSES

ALL COSTS RELATED TO MAINTAINING THE GROUNDS FOR THE OFFICE FACILITY, INCLUDING, BUT NOT LIMITED TO, MOWING, LANDSCAPING AND SNOW REMOVAL.

GENERAL BUILDING MAINTENANCE EXPENSES

ALL COSTS RELATED TO MAINTAINING THE OFFICE FACILITY, INCLUDING, BUT NOT LIMITED TO, PROPERTY ASSOCIATION DUES, MISCELLANEOUS BUILDING MAINTENANCE AND JANITORIAL SERVICES.

TRASH DISPOSAL/RECYCLING

ALL TRASH DISPOSAL AND RECYCLING EXPENSES WILL BE CHARGED TO THE OCCUPANCY COST POOL.
SPECIAL TRASH DISPOSAL EXPENSES FOR SPECIFIC PROGRAMS WILL BE CHARGED TO THE PROGRAM.

ACTION ITEM #2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL
Calculation of Fringe Benefits Rate
Fiscal Year 2022 - 2023

Total Salaries	5,383,253		
Salaries over SS Max	(62,150)		
Cafeteria Plan Deductions	(149,188)		
Plus Employee Compensation	14,112		
Social Security 6.2%	5,186,027	6.20%	321,534
Medicare 1.45%	5,248,177	1.45%	76,099
Group Health, Life and Dental Insurance			1,203,617
EAP/Wellness			55,228
Worker's Compensation Insurance			30,500
Unemployment - NC ESC			17,500
Accrued Vacation Leave			34,500
Health Reimbursement Arrangement			60,264
Staff Tuition Reimbursment Plan			5,000
Employer Contribution to Retirement System	5,501,034	12.20%	671,126
Employer Contribution to 401K	5,501,034	2.50%	137,526
Total Fringe Benefits			2,612,893
Fringe Benefits Rate:			
	<u>Total Fringe Benefits</u>	2,612,893	47.50%
	Salaries Subject to 401k & Retirement	5,501,034	

ACTION ITEM #2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL
Calculation of Indirect Cost Rate
Fiscal Year 2022 - 2023

Executive Director	50%	104,575
Assistant Executive Director	50%	74,040
Finance Director		122,316
Senior Accountant	10%	7,598
Technology Solutions Administrator	90%	81,123
Information Technology Manager		66,196
Accountant	20%	10,499
Accounting Technician	50%	18,034
Accounting Technician		55,146
HR Engagement Specialist	75%	41,912
Executive Assistant		41,818
HR Program Assistant		42,598
Data Base Technician		43,240
Receptionist - 20 Hours		18,118
Receptionist - 20 Hours		18,118
Admin Intern		17,673
Admin Assistant - as needed		-
Admin Assistant - as needed		18,118
Maintenance Supervisor	20%	12,049
Maintenance - 20 Hours		21,130
Maintenance - 20 Hours		16,574
TOTAL INDIRECT SALARIES		830,875

Fringe Benefits	(see Indirect TB)	47.50%	342,543
Fringe Benefits Indirect Part-Time		7.65%	8,394
Bonding, Cyber, Fire Insurance & Public Officials Liability Insurance			40,000
Professional Services			37,500
Accounting Services - Audit			46,500
Advertising			5,000
Computer Services, Licensing & Fees			75,000
Equipment Rental			81,541
Telephone & Internet			20,000
Postage			18,000
Dues, Subscriptions, Memberships, Misc.			23,500
Office Supplies			85,000
Equipment and Vehicles Maintenance and Repair			10,000
Travel & Parking			70,500
Occupancy Costs - Admin Offices			57,312
Occupancy Costs - Common Areas			184,176
Payroll, OnBoarding, Bene Trac			45,000
TOTAL INDIRECT COST			1,980,841

Indirect Cost Rate:	<u>Total Indirect Costs</u>	1,980,841	27.00%
	<u>Total Direct Salaries & Fringe</u>	7,337,317	

	Salaries	Fringe Benefits	Total
Total Direct FT Salaries & Fringe Benefits	4,779,890	2,270,448	7,050,338
Total Direct PT Salaries & Fringe Benefits	266,585	20,394	286,979
(Total Salaries less Indirect Salaries)			
	<hr/>	<hr/>	<hr/>
	5,046,475	2,290,842	7,337,317
	Full-time	Part-time	Totals
Total Salaries	5,501,034	376,316	5,877,350
Total Salaries in Indirect Cost Pool	721,144	109,731	830,875
Total Salaries Base to Indirect Cost Pool	<hr/>	<hr/>	<hr/>
	4,779,890	266,585	5,046,475

ACTION ITEM #2 CONTINUED

**PIEDMONT TRIAD REGIONAL COUNCIL
BUILDING OCCUPANCY COST PLAN
Fiscal Year 2022 - 2023**

Interest Expense	39,704.40
Depreciation Expense (Building & Improvements)	243,529.11
Professional Services	19,450.00
Utilities Expense	43,500.00
Supplies and Materials	14,000.00
Lawn and Grounds Care Expenses	22,500.00
Misc Building Maintenance Expenses	33,000.00
Association Dues	7,500.00
Janitorial	26,400.00
	<hr/>
TOTAL ANNUAL OCCUPANCY COSTS	449,583.51
Monthly Occupancy Costs	37,465.29
Total Square Footage of the Facility	25,000
Calculated Cost per Square Foot	18.00
22-23 Rate Charged per Square Foot	18.00

ACTION ITEM # 3

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Wendy Walker-Fox, Workforce Development Director
DATE: May 4, 2022
RE: Appalachian Regional Commission (ARC) Inspire Grant
Sole Source Agreement

The Appalachian Regional Commission (ARC) awarded \$5.5 million to 17 projects through Investments Supporting Partnerships in Recovery Ecosystems (INSPIRE), an initiative addressing Appalachia's substance use disorder (SUD) crisis through projects that create or expand a recovery ecosystem leading to workforce entry or re-entry. The Piedmont Triad Regional Council was awarded a \$50,000 planning grant. This was the only grant awarded in North Carolina.

This funding will support the SUD recovery-to-employment continuum by training and certifying recovery specialists, establishing cross-sector community recovery partnerships, expanding peer recovery support networks, launching recovery-to-work programs with a full spectrum of coordinated support services, and more. PTRC partnered with the Surry County Opioid Response Team on this project.

The goal is to address the substance use disorder crisis by creating or expanding a recovery ecosystem that will lead to workforce entry or re-entry. This ecosystem will support the need for stronger recovery-focused networks and the development of private-public partnerships and wrap around services that create, ensure, and sustain opportunities for individuals in the recovery from SUD to re-entry and remain employed in the workforce.

PTRC is looking to partner with Community Advocacy Research & Evaluation Consulting Group (CARECG), Inc. to complete this work. CARECG will be responsible for completing each of the work tasks within 9-10 months to achieve the specific deliverables:

- (a) participating in periodic steering committee meetings with PTRC and any other key meetings;
- (b) making public presentations of the project methods and results;
- (c) providing technical support presenting the results of existing conditions and needs analytics, public outreach, alternatives analysis, and feasibility analysis of the preferred options; and
- (d) produce and provide a consistent review of the 5-year implementation and evaluation plans

ACTION ITEM # 3 CONTINUED

- (c) providing technical support presenting the results of existing conditions and needs analytics, public outreach, alternatives analysis, and feasibility analysis of the preferred options; and
- (d) produce and provide a consistent review of the 5-year implementation and evaluation plans

ACTION REQUESTED:

Request approval to enter into a \$50,000 sole source contract with Community Advocacy Research & Evaluation Consulting Group (CARECG), Inc. to provide guidance and support in the development of policy and practice recommendations. These efforts will address the substance abuse disorder crisis in Surry County, as it relates to individuals re-entering or remaining in the workforce.

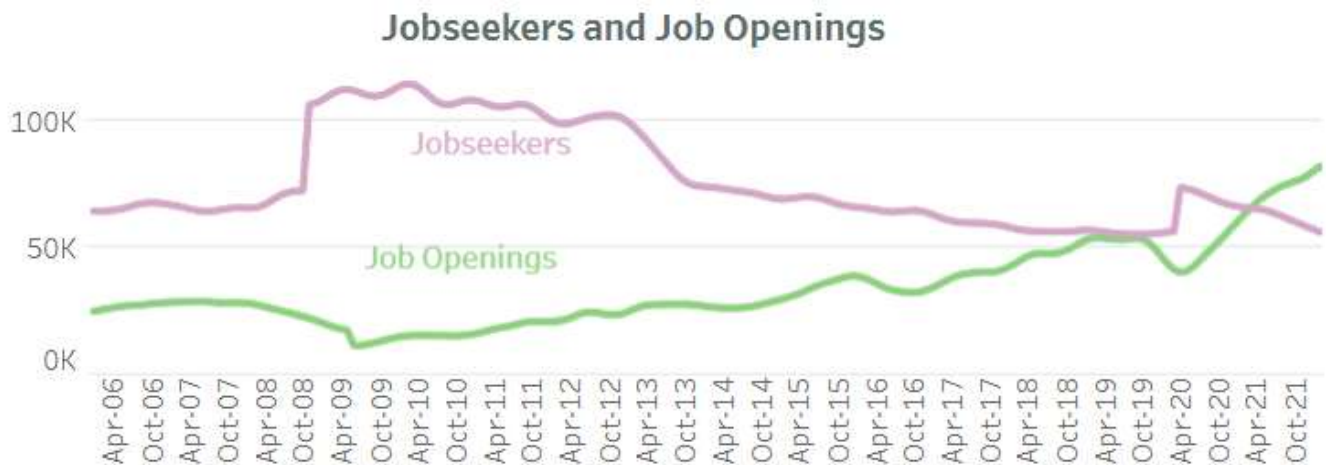
ACTION ITEM # 4

M-E-M-O-R-A-N-D-U-M

TO: PTRC Executive Committee
FROM: Matt Reece, Assistant Director
DATE: May 4 2022
RE: Request to adjust the Assignment of Classifications to Grades.

The labor shortage has impacted PTRC's ability to recruit employees. The number of applications received for positions has dropped greatly. We currently have 3 applications for the position of Administrative Intern. We have opened this position with the intent to recruit potential employees into PTRC prior to graduation. The Piedmont Triad and the Charlotte region tied for the fewest number of employees available per job opening at 0.7. See graph 1 below for further details. We anticipate 2023 to continue to be competitive. PTRC experienced 8 turnovers of the 19 year-to-date due to other employment opportunities this fiscal year.

Graph 1. Shows the Piedmont Triad prosperity zone labor supply and demand as of February 2022.
Source: NC Department Commerce



Therefore, four changes are requested.

- 1) Adjust the pay ranges 6%. This will adjust minimum, pay target, maximum, and developmental increase values. See table 1. for further details.
- 2) Two classifications Technology Solutions Administrator and Finance Director lag behind our desired market placement with the 6% adjustment. A two grade and one grade increase is recommended respectively for these classifications. See the following table 2.

ACTION ITEM # 4 CONTINUED

Table 2.

Title	Grade & change	Pay Target to 75 th P	Actual to Market
Finance Director	35 +1	103%	93%
LTC Ombudsman	21 no change	107%	99%
Regional Planner II	23 no change	100%	91%
Tech Solutions Admin	31 +3	99%	85%
CD Project Coord	21 no change	104%	94%
Program Asst / Intake	14 no change	111%	94%

See Table 3. For changes requested to the assignment of classes to grades are *italicized text* for emphasis.

- 3) Progress employees 2 developmental increases instead of the customary one.

The external comparison group of 10 counties, not Caswell or Stokes Counties, and municipalities 10,000 or greater in populations show average ratio of actual salary over entry salary of 20%. PTRC's score is 6%. 38 of our 97 positions are at the minimum of the salary range.

- 4) Add the classification CD Training Center Coordinator at grade 22.

PTRC's Weatherization Training Center has been an extreme success. A year and half ago we started an internal resource for staff training and education. Now the center is a statewide resource and development into a Southeast region source for technical training in weatherization and energy auditing. Page 27 of the 2020-2021 PTRC annual report offers more details. Given the success of the training center we need to recognize the one position working to coordinate and develop programming for the training center.

The cost of these changes is \$167,392 in base salary with an average employee change of 6.7%. The proposed fiscal year 2022-2023 budget can accommodate that additional cost. The Executive Director concurs and recommends the adoption of these changes.

ACTION ITEM # 4 CONTINUED

Table 1. Proposed 2022-2023 Pay table

<i>Grade</i>	<i>Min 2080</i>	<i>Pay Target 2080</i>	<i>Maximum 2080</i>	<i>Develop. Increase 2080</i>	<i>Develop. Increase Hourly</i>	<i>Min Hourly</i>	<i>Pay Target Hourly</i>	<i>Max Hourly</i>
9	15,080.00	-	32,470.36	-	-	7.25	-	15.61
10	28,530.11	37,062.69	45,617.31	1,218.94	0.59	13.72	17.82	21.93
11	29,941.18	38,892.67	47,888.26	1,278.78	0.61	14.39	18.70	23.02
12	31,440.45	40,854.94	50,291.49	1,344.93	0.65	15.12	19.64	24.18
13	33,027.90	42,883.36	52,804.96	1,407.92	0.68	15.88	20.62	25.39
14	34,659.46	45,044.06	55,428.67	1,483.52	0.71	16.66	21.66	26.65
15	36,379.20	47,292.96	58,206.72	1,559.11	0.75	17.49	22.74	27.98
16	38,187.14	49,652.10	61,139.10	1,637.85	0.79	18.36	23.87	29.39
17	40,105.31	52,143.52	64,181.73	1,719.74	0.83	19.28	25.07	30.86
18	42,133.73	54,767.23	67,400.74	1,804.79	0.87	20.26	26.33	32.40
19	44,228.29	57,501.18	70,752.03	1,896.13	0.91	21.26	27.64	34.02
20	46,411.04	60,367.42	74,301.76	1,993.77	0.96	22.31	29.02	35.72
21	48,770.18	63,365.95	78,005.82	2,085.11	1.00	23.45	30.46	37.50
22	51,195.46	66,584.96	81,930.37	2,198.50	1.06	24.61	32.01	39.39
23	53,753.02	69,892.16	86,009.25	2,305.59	1.11	25.84	33.60	41.35
24	56,442.88	73,375.74	90,308.61	2,418.98	1.16	27.14	35.28	43.42
25	59,287.07	77,035.71	94,828.45	2,535.52	1.22	28.50	37.04	45.59
26	62,241.50	80,916.16	99,568.77	2,667.81	1.28	29.92	38.90	47.87
27	65,350.27	84,950.94	104,551.62	2,800.10	1.35	31.42	40.84	50.27
28	68,613.38	89,184.16	109,776.99	2,938.68	1.41	32.99	42.88	52.78
29	72,052.86	93,659.90	115,266.94	3,086.72	1.48	34.64	45.03	55.42
30	75,646.69	98,334.08	121,021.47	3,241.06	1.56	36.37	47.28	58.18
31	79,416.90	103,250.78	127,084.67	3,404.84	1.64	38.18	49.64	61.10

ACTION ITEM # 4 CONTINUED

32	83,407.58	108,410.02	133,434.50	3,571.78	1.72	40.10	52.12	64.15
33	87,552.61	113,811.78	140,115.04	3,751.31	1.80	42.09	54.72	67.36
34	91,940.16	119,522.21	147,104.26	3,940.29	1.89	44.20	57.46	70.72
35	96,526.14	125,519.26	154,468.29	4,141.87	1.99	46.41	60.35	74.26
36	101,354.66	131,802.94	162,185.09	4,349.76	2.09	48.73	63.37	77.97
37	106,425.70	138,373.25	170,298.75	4,563.94	2.19	51.17	66.53	81.87

Schedule of Bi-weekly Development Increases			
Grade	2080	1560	1000
10	-	-	-
11	46.88	35.16	22.54
12	49.18	36.89	23.65
13	51.73	38.80	24.87
14	54.15	40.61	26.03
15	57.06	42.79	27.43
16	59.97	44.97	28.83
17	62.99	47.25	30.29
18	66.14	49.61	31.80
19	69.41	52.06	33.37
20	72.93	54.70	35.06
21	76.68	57.51	36.87
22	80.20	60.15	38.56
23	84.56	63.42	40.65
24	88.68	66.51	42.63
25	93.04	69.78	44.73
26	97.52	73.14	46.88
27	102.61	76.96	49.33
28	107.70	80.77	51.78
29	113.03	84.77	54.34
30	118.72	89.04	57.08
31	124.66	93.49	59.93
32	130.96	98.22	62.96
33	137.38	103.03	66.05
34	144.28	108.21	69.37
35	151.55	113.66	72.86
36	159.30	119.48	76.59
37	167.30	125.47	80.43

ACTION ITEM # 4 CONTINUED

Table 3. Changes to titles and assignment of classes to grades

TITLE	CG	PG
General Staff	12	12
Intern	12	12
Office Assistant	12	12
CD Program Intake I	13	13
Mobile Unit Operator	13	13
CD Program Intake II	14	14
Community Health Worker	14	14
Database Technician	14	14
GIS Technician	14	14
Health Promotion Program Assistant	14	14
Program Assistant	14	14
Technology Solutions Specialist	14	14
Accounting Technician I	15	15
CD Program Specialist I	15	15
Maintenance Technician	16	16
Accounting Technician II	17	17
Aging MIS Specialist	17	17
Aging Systems Specialist	17	17
Nutrition Aging Specialist	17	17
CD Administrative Coordinator	18	18
CD Program Specialist II	18	18
CD Project Inspector I	19	19
Contracts Accountability Spec	19	19
Workforce Program Assistant	17	17
CD Project Inspector II	20	20
District Resource Center Coord	20	20
Workforce Program Specialist	20	20
Accountant	21	21
Aging Program Planner	21	21
CD Program Coordinator	21	21
CD Project Coordinator	21	21
Clerk to the Board	21	21
Community Engagement Spec	21	21
Environmental Programs Coordinator	21	21
Family Caregiver Support Spec	21	21

TITLE	CG	PG
Food Systems Coordinator	21	21
Health Promotion Coordinator	21	21
HR Analyst	21	21
Long Term Care Ombudsman	21	21
Pretrial Release Coordinator	21	21
Recovery and Resiliency Coordinator	21	21
Regional Planner I	21	21
Strategic Initiatives Coord	21	21
Workforce Business Svcs Coord	21	21
Workforce Program Coordinator	21	21
<i>CD Training Center Coordinator</i>	*	22
Project Reentry Coordinator	22	22
Workforce Program and Ops Lead	22	22
Accountant Senior	23	23
CD Supervisor	23	23
Long Term Care Sr Ombudsman	23	23
Management Analyst	23	23
Regional Economic Strategist	23	23
Regional Planner II	23	23
Special Projects Manager	24	24
Information Data Svcs Manager	25	25
Regional Planner Senior	26	26
Regional Planning Asst Dir	27	27
Workforce Program Manager	27	27
AAA Assistant Director	29	29
Finance Assistant Director	29	29
<i>Technology Solutions Admin</i>	28	31
Area Agency on Aging Director	34	34
Community Development Director	34	34
Criminal Justice Prg Director	34	34
Regional Planning Director	34	34
Workforce Program Director	34	34
<i>Finance Director</i>	34	35
Assistant Director	37	37

ACTION ITEM #5

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Jesse Day, Regional Planning Director
DATE: May 4, 2022
RE: PTRDC Board Member Appointments

County Representatives

Mr. Terry Renegar's term expired in January of this year. Davie County appointed Mr. James Blakley to represent Davie County. His term will expire in January 2025.

County	Delegate	Title	Term Exp
Davie	James Blakley	County Commissioner	January 2025

ACTION REQUESTED: Request approval for the PTRDC Board Member appointment

ACTION ITEM #6

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Michael Blair
DATE: May 4, 2022
RE: Sole Source Bids on Rehabilitation Projects

The PTRC Community Development Department Single Family Rehabilitation Program is currently underway in all of our ESFR Counties (all PTRC counties with the exception of Forsyth County). However due to rising costs of supplies, rises in gas prices and the distance of some of our Counties from the general location of our approved contractors, we have run into issues with contractors attending our pre-bid conferences and thereby, issues with receiving enough bids to complete rehabilitation on many of the approved units.

While we send invitations to bid to all 19 of our approved contractors, we may have only a few show up to bid, and even then, may not get any bids. We have surveyed our contractors to find out some of the reasons for not bidding and those responses are consistent with our opening comment.

We have several (7) current properties that have only received one bid from a contractor. The department is requesting permission to allow one bid projects to complete this work for the low income homeowners. Failure to approve these bids will result in the work not getting completed and the homes will continue to deteriorate.

ACTION REQUESTED: The PTRC Community Development Department is requesting approval from the board to move forward with one bid projects.

Meeting Dates 2022

1398 Carrollton Crossing Drive
 Kernersville, NC 27284
 12:00 noon

PTRC Executive Committee 1 st Wednesday	PTRC Board of Delegates 3 rd Wednesday
January - none	January - none
February 2, 2022	February 16, 2022
March 2, 2022	March - none
April 6, 2022	April 20, 2022
May 4, 2022	May - none
June 1, 2022	June 15, 2022
July - none	July - none
August 3, 2022	August 17, 2022
September 7, 2022	September - none
October 5, 2022	October 19, 2022
November 2, 2022	November - none
December 7, 2022	December 21, 2022