

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 3, 2023

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. Action Items

- | | |
|--|---|
| 1) Request for approval of March 1, 2023 PTRC Executive Committee Minutes (attachment) | Alvin Foster
<i>Chair</i> |
| 2) Request for authorization to apply for the Environmental Enhancement Grant program funding totaling \$50,000 | Jesse Day
<i>Reg. Planning Director</i> |
| 3) Request for approval to enter into contract with City of Thomasville in the amount of \$7,200 | Jesse Day
<i>Reg. Planning Director</i> |
| 4) Request for approval to enter into contract with Town of Liberty in the amount of \$10,500 | Jesse Day
<i>Reg. Planning Director</i> |

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 to amend the uniform guidance procurement policy** Jarrod Hand
Finance Director

6) **Request for approval of the Fringe, Indirect and Occupancy Cost Allocation Plans** Jarrod Hand
Finance Director

7) **Request to adjust the Assignment of Classifications to Grades** Matt Reece
Assistant Director

8) **Request for authorization to enter into contract with senior centers for expanded services for the period May 1, 2023- September 30, 2024** Adrienne Calhoun
AAA Director

C. New Business

Alvin Foster
Chair

D. Roll Call Vote

Katie Mitchell
Clerk to the Board

E. Informational Items- AAA Davie County Update

Adrienne Calhoun
AAA Director

F. Executive Director's Report

Matthew Dolge
Executive Director

G. 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

H. Chairman's Remarks and Announcements

Alvin Foster

- 1) **PTRC Executive Committee Meeting**
Wednesday, June 7, 2023 12noon (Lunch 11: 30a.m) **Hybrid**
- 2) **PTRC Board of Delegates Meeting - BUDGET**
Wednesday, June 21, 2023 12noon (Lunch 11: 30a.m) **Hybrid**
- 3) **2023 PTRC Meeting Dates**

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 3, 2023
RE: Authorization to apply to the NC Attorney General's Environmental Enhancement Grant program to support watershed education

The PTRC's Planning Department is seeking approval to apply to the NC Attorney General's Environmental Enhancement Grant (EEG) Program to support education in six counties in the Cape Fear River Basin: Alamance, Caswell, Guilford, Rockingham, Randolph, and the eastern edge of Forsyth County. Multiple watersheds within the Cape Fear River Basin contain waterways that are considered impaired by the NC Division of Water Resources (DWR) because of their inability to support aquatic organisms and failure to meet water quality standards for turbidity. These impairments are due in large part to nonpoint source runoff from developed areas, and the responsible parties are often homeowners, real estate developers, small business owners and their employees. However, the six counties listed do not have a current, comprehensive print publication to address the lack of knowledge that leads to these behaviors.

To address this need, PTRC is proposing to design and publish a "Stormwater 101" guide for residents and businesses who live and operate in the headwaters of the Cape Fear River Basin. This highly visual, 20-page guide will help explain the major reasons behind nonpoint source pollution, the devastating effects of this pollution in the headwaters of the Cape Fear River Basin, the simple solutions that can significantly reduce this type of pollution, and will provide a current list of local resources. The guide will be available in libraries and local government offices; however, PTRC will also leverage new research technologies by targeting specific audiences in a direct mail campaign.

We project that an EEG fund award of **\$50,000** would result in reaching 15,000 – 25,000 targeted stakeholders -- residents, business owners, and community leaders throughout the region. Embedded QR Codes, interactive features, and giveaways (rain barrels, riparian buffer plants) will allow us to track engagement and conduct research about where and how pollutants are entering our waterways in the Piedmont Triad, and to identify willing partners in our mission to restore riparian buffers and "rainscape" our creekside backyards and businesses.

ACTION ITEM #2 CONTINUED

Since 2002, the EEG Program has been made available on an annual basis for projects that restore and protect impaired, degraded, or endangered surface waters, or conserve and protect targeted natural areas. Priority is given to projects that directly improve water quality in the Cape Fear, Lumber, Neuse, Tar-Pamlico, and White Oak River Basin. Applications for this cycle are **due by Wednesday, May 27th**.

The EEG Program awards from \$5,000.00 to \$500,000.00 for projects and projects are expected to be completed within three (3) years from the date of the grant award. Grant funds are provided on a reimbursement basis for project costs incurred after the execution of a memorandum of understanding (MOU) and **indirect costs may not exceed 15%**. PTRC plans to use existing Stormwater SMART program funding to help cover remaining indirect expenses (\$7,490) Other in-kind match will be provided by project partners, including NC State University and the NC Department of Environmental Quality.

ACTION REQUESTED:

The PTRC Planning Department requests authorization to apply for Environmental Enhancement Grant program funding totaling \$50,000.

ACTION ITEM #3

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 3, 2023
RE: Local Technical Assistance Projects: Thomasville GIS Support Services

Thomasville GIS Services. The Regional Planning Department requests to enter into contract for GIS services with the City of Thomasville from April 2023 to June 2023 to help with the City's Management Information Systems (MIS) upgrade to the new Community Development and Asset Management System. PTRC will gather data from the City, Counties, and State to create an online map service for the City's vendor to complete the MIS upgrade. Consistent datasets for the City (across Davidson and Randolph Counties) are required by the vendor to populate the Land Management Workbook that will eventually be used as the City's public GIS/Tax lookup system.

ACTION REQUESTED:

Request for approval to enter into contract providing professional GIS services from April 2023 to June 2023 to **Thomasville for \$7,200**. The City of Thomasville has signed the agreement letter.

ACTION ITEM #4

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 3, 2023
RE: Local Technical Assistance Projects: Liberty Land Development Plan Support

Liberty Land Development Plan. The Regional Planning Department requests to enter into contract for planning services with the Town of Liberty from April 2023 to June 2023 to help with writing and editing the content for the Liberty Land Development plan draft. There has been a local effort to complete this plan over the past couple years and PTRC's support will complement the existing work. The plan update is expected to be complete by July 2023 and includes writing the existing conditions, summarizing existing plans, reviewing and revising report maps and providing a layout of the plan report document.

ACTION REQUESTED:

Request for approval to enter into contract providing professional planning services from April 2023 to July 2023 to **Liberty for \$10,500**. The Town of Liberty has signed the agreement letter.

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

TO: PTRC Board of Delegates
FROM: Jarrod Hand, Finance Director
DATE: May 3, 2023
RE: Request for Approval to Amend the Uniform Guidance Procurement Policy

The Finance Department requests approval to amend the micro-purchase definition and threshold outlined in the Uniform Guidance Procurement Policy approved September 25, 2018; effective July 1, 2018.

The amendment is a change in the definition and threshold of the micro-purchase under the policy in accordance with the revisions to the Uniform Guidance (2 C.F.R. § 200.320(a)(1)) dated December 15, 2021 effective for fiscal years starting after this date. The current definition and threshold of micro-purchase is purchase contracts less than \$10,000 per transaction. The revision to the Uniform Guidance changes this definition to purchase contracts that the aggregate dollar amount of which does not exceed the micro-purchase threshold. The Uniform Guidance revisions authorize qualified low-risk auditees as outlined in § 200.520 for the most recent audit to increase the micro-purchase threshold to less than \$50,000. This change in threshold is only for the fiscal year-end June 30, 2023 and would require re-evaluation and approval annually. The re-evaluation is dependent on PTRC remaining a low-risk auditee.

It is recommended that the board approve the amendment of PTRC's Uniform Guidance Procurement Policy to change the definition and threshold of a micro-purchase to purchase contracts that the aggregate dollar amount of which does not exceed the micro-purchase threshold of \$50,000 for the fiscal year-end June 30, 2024.

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

TO: PTRC Board of Delegates
FROM: Jarrod Hand, Finance Director
DATE: May 3, 2023
RE: Request for approval of Fringe Benefit, Indirect & Occupancy Cost
Allocations Plans for Fiscal Year 2023-2024

Attached is the Fringe Benefit, Indirect and Occupancy Cost Allocation Plans for fiscal year 2023-2024 for your consideration.

- Fringe Benefit rate is 45.5%, a two percent decrease from FY 2022-2023.
- Indirect Cost rate is 26.5%, a half percent decrease from FY 2022-2023.
- Occupancy Cost rate is \$18 per square foot, no change from previous year.

It is recommended that the Executive Committee approve the Fringe Benefit, Indirect and Occupancy Cost Allocation Plans as presented for fiscal year 2023-2024.

PIEDMONT TRIAD REGIONAL COUNCIL
INDIRECT COST AND FRINGE BENEFIT PLAN
PROVISIONAL RATE METHOD
BASE METHOD: SALARIES PLUS FRINGE
JULY 1, 2023 - JUNE 30, 2024

**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, 2024, 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

PIEDMONT TRIAD REGIONAL COUNCIL

Indirect Costs to be Allocated

Cost Allocation Plan for Fiscal Year 2023 – 2024

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).

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.

PIEDMONT TRIAD REGIONAL COUNCIL

Indirect Costs to be Allocated

Cost Allocation Plan for Fiscal Year 2023 – 2024

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.

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.

PIEDMONT TRIAD REGIONAL COUNCIL

Occupancy Costs to be Allocated

Cost Allocation Plan for Fiscal Year 2023 - 2024

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.

PIEDMONT TRIAD REGIONAL COUNCIL
Calculation of Fringe Benefits Rate
Fiscal Year 2023-2024

Total Salaries	5,383,253		
Salaries over SS Max	(57,773)		
Cafeteria Plan Deductions	(127,920)		
Plus Employee Compensation	12,618		
	5,210,178		
Social Security 6.2%	5,210,178	6.20%	323,031
Medicare 1.45%	5,267,951	1.45%	76,385
Group Health, Life and Dental Insurance			1,164,791
EAP/Wellness			55,060
Worker's Compensation Insurance			39,500
Unemployment - NC ESC			12,500
Accrued Vacation Leave			34,500
Staff Tuition Reimbursement Plan			5,000
Employer Contribution to Retirement System	5,693,314	12.95%	737,284
Employer Contribution to 401K	5,693,314	2.50%	142,333
Total Fringe Benefits			2,590,384
Fringe Benefits Rate:	Total Fringe Benefits	2,590,384	45.50%
	Salaries Subject to 401k & Retirement	5,693,314	

PIEDMONT TRIAD REGIONAL COUNCIL

Calculation of Indirect Cost Rate

Fiscal Year 2023-2024

Executive Director	50%	111,720
Assistant Executive Director	50%	78,393
Finance Director		127,053
Senior Accountant	10%	8,001
Technology Solutions Administrator	90%	102,004
Information Technology Manager		66,877
Accountant	25%	13,124
Accounting Technician	50%	11,005
Accounting Technician	50%	9,175
Accounting Technician		57,927
HR Engagement Specialist	75%	35,682
Executive Assistant		45,264
HR Program Assistant		54,506
Data Base Technician		55,137
Receptionist - 20 Hours		15,997
Receptionist - 20 Hours		17,592
Maintenance Supervisor	20%	12,880
Maintenance - 20 Hours		21,080
Maintenance - 20 Hours		18,105

TOTAL INDIRECT SALARIES 861,522

Fringe Benefits	(see Indirect TB)	45.50%	349,698
Fringe Benefits Indirect Part-Time		7.65%	7,111
Bonding, Cyber, Fire Insurance & Public Officials Liability Insurance			57,500
Professional Services			30,500
Accounting Services - Audit			42,000
Advertising			5,000
Computer Services, Licensing & Fees			75,000
Equipment Rental			81,541
Telephone & Internet			20,000
Postage			21,500
Dues, Subscriptions, Memberships, Misc.			13,500
Office Supplies			75,000
Equipment and Vehicles Maintenance and Repair			10,000
Travel & Parking			71,500
Occupancy Costs - Admin Offices			57,312
Occupancy Costs - Common Areas			184,176
Payroll, OnBoarding, Bene Trac			45,000

TOTAL INDIRECT COST 2,007,860

Indirect Cost Rate:	<u>Total Indirect Costs</u>	<u>2,007,860</u>	26.50%
	Total Direct Salaries & Fringe	7,577,050	

	Salaries	Fringe Benefits	Total
Total Direct FT Salaries & Fringe Benefits	4,924,747	2,240,760	7,165,507
Total Direct PT Salaries & Fringe Benefits	382,297	29,246	411,543
(Total Salaries less Indirect Salaries)			
	<hr/>	<hr/>	<hr/>
	5,307,044	2,270,006	7,577,050

	Full-time	Part-time	Totals
Total Salaries	5,693,315	475,251	6,168,566
Total Salaries in Indirect Cost Pool	768,568	92,954	861,522
Total Salaries Base to Indirect Cost Pool	4,924,747	382,297	5,307,044

**PIEDMONT TRIAD REGIONAL COUNCIL
BUILDING OCCUPANCY COST PLAN
Fiscal Year 2023-2024**

Interest Expense	33,087.00
Depreciation Expense (Building & Improvements)	239,319.17
Professional Services	25,000.00
Utilities Expense	40,000.00
Supplies and Materials	14,000.00
Lawn and Grounds Care Expenses	27,500.00
Misc Building Maintenance Expenses	36,600.00
Association Dues	7,500.00
Janitorial	26,400.00
	<hr/>
TOTAL ANNUAL OCCUPANCY COSTS	449,406.17
Monthly Occupancy Costs	37,450.51
Total Square Footage of the Facility	25,000
Calculated Cost per Square Foot	18.00
23-24 Rate Charged per Square Foot (rounded to wh	18.00

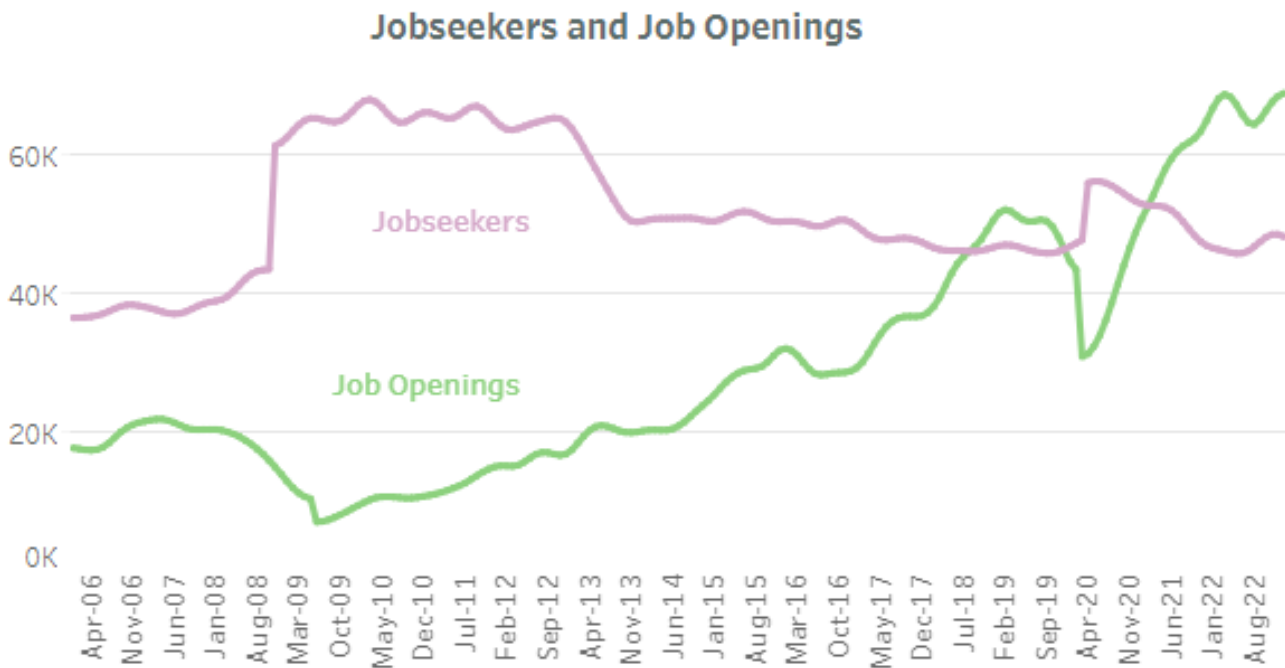
ACTION ITEM #7

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

TO: PTRC Executive Committee
FROM: Matt Reece, Assistant Director
DATE: April 26, 2023
RE: Request to adjust the Assignment of Classifications to Grades.

The labor shortage continues to impact PTRC’s ability to recruit employees. The Piedmont Triad and the Triangle region are 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 10 turnovers of the 22 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 January 2023. Source: NC Department Commerce



ACTION ITEM #7 CONTINUED

Therefore, four changes are requested.

- 1) Adjust the pay ranges 3%. This will adjust minimum, pay target, maximum, and developmental increase values. See table 1. for further details.

Change the compensation plan from 7 planned developmental increase to reach pay target to 6 developmental increases. See Diagram 1. Illustration of progression to pay target a strategy.

Diagram 1. Illustration of progression to pay target a strategy.

FY 2023 Grade 21, seven developmental increases to pay target.

Minimum		Pay Target	Maximum
\$48,770	→ → → → → → →	\$63,366	\$78,006
	\$2,085		

Percentage increases vary depending on progression through the range and are less as an employee approaches pay target. Developmental increase is 4.3% at minimum, 3.4% at pay target and average 3.8% over the seven-year assumed period.

FY 2024 Grade 21, six developmental increase to pay target.

Minimum		Pay Target	Maximum
\$50,233	→ → → → → →	\$65,267	\$80,346
	\$2,506		

Percentage increases vary depending on progression through the range and are less as an employee approaches pay target. Developmental increase is 4.9% at minimum, 3.8% at pay target and average 4.4% over the six-year assumed period.

Note employees who meet expectations and are at or above pay target receive a lump sum amount equal to the developmental increase. Employees who create a work plan in advance and exceed the goals of that workplan are eligible for an increase to base pay. The amount of the increase is based upon the developmental increase amount.

- 2) Progress employees hired prior to 7/1/23 with 1.5 developmental increases instead of the customary one. In FY 2023, we requested 2 developmental increases.

The net cost of these changes is \$60,469. This amount is a 2.3% increase of our previous standard practice and scale. Employees would average a 6.1% increase in base pay. 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 #7 CONTINUED

Table 1. Proposed 2023-2024 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	-	33,444.47	-	-	7.250	-	16.079
10	29,386.02	38,174.57	46,985.83	1,464.76	0.70	14.128	18.353	22.589
11	30,839.42	40,059.45	49,324.90	1,536.67	0.74	14.827	19.259	23.714
12	32,383.66	42,080.59	51,800.23	1,616.16	0.78	15.569	20.231	24.904
13	34,018.74	44,169.86	54,389.11	1,691.85	0.81	16.355	21.236	26.149
14	35,699.24	46,395.39	57,091.53	1,782.69	0.86	17.163	22.305	27.448
15	37,470.58	48,711.75	59,952.92	1,873.53	0.90	18.015	23.419	28.824
16	39,332.75	51,141.66	62,973.28	1,968.15	0.95	18.910	24.587	30.276
17	41,308.47	53,707.83	66,107.18	2,066.56	0.99	19.860	25.821	31.782
18	43,397.74	56,410.25	69,422.76	2,168.75	1.04	20.864	27.120	33.376
19	45,555.14	59,226.22	72,874.59	2,278.51	1.10	21.902	28.474	35.036
20	47,803.37	62,178.45	76,530.81	2,395.85	1.15	22.982	29.893	36.794
21	50,233.28	65,266.93	80,346.00	2,505.61	1.20	24.151	31.378	38.628
22	52,731.32	68,582.51	84,388.28	2,641.86	1.27	25.352	32.972	40.571
23	55,365.61	71,988.92	88,589.53	2,770.55	1.33	26.618	34.610	42.591
24	58,136.17	75,577.02	93,017.87	2,906.81	1.40	27.950	36.335	44.720
25	61,065.68	79,346.78	97,673.30	3,046.85	1.46	29.359	38.147	46.958
26	64,108.75	83,343.64	102,555.83	3,205.82	1.54	30.822	40.069	49.306
27	67,310.78	87,499.47	107,688.16	3,364.78	1.62	32.361	42.067	51.773
28	70,671.78	91,859.68	113,070.30	3,531.32	1.70	33.977	44.163	54.361
29	74,214.45	96,469.70	118,724.95	3,709.21	1.78	35.680	46.380	57.079
30	77,916.09	101,284.10	124,652.12	3,894.67	1.87	37.460	48.694	59.929
31	81,799.40	106,348.31	130,897.21	4,091.48	1.97	39.327	51.129	62.931

ACTION ITEM #7 CONTINUED

32	85,909.81	111,662.32	137,437.53	4,292.08	2.06	41.303	53.684	66.076
33	90,179.19	117,226.13	144,318.49	4,507.82	2.17	43.355	56.359	69.384
34	94,698.36	123,107.87	151,517.38	4,734.92	2.28	45.528	59.186	72.845
35	99,421.93	129,284.84	159,102.34	4,977.15	2.39	47.799	62.156	76.492
36	104,395.30	135,757.03	167,050.64	5,226.96	2.51	50.190	65.268	80.313
37	109,618.47	142,524.45	175,407.71	5,484.33	2.64	52.701	68.521	84.331

Schedule of Bi-weekly Development Increases			
Grade	2080	1560	1000
10	56.34	36.22	23.22
11	59.10	38.00	24.36
12	62.16	39.96	25.62
13	65.07	41.84	26.82
14	68.57	44.08	28.26
15	72.06	46.33	29.70
16	75.70	48.67	31.20
17	79.48	51.10	32.76
18	83.41	53.63	34.38
19	87.64	56.34	36.12
20	92.15	59.24	37.98
21	96.37	61.96	39.72
22	101.61	65.33	41.88
23	106.56	68.51	43.92
24	111.80	71.88	46.08
25	117.19	75.34	48.30
26	123.30	79.27	50.82
27	129.41	83.20	53.34
28	135.82	87.32	55.97
29	142.66	91.72	58.79
30	149.80	96.30	61.73
31	157.36	101.17	64.85
32	165.08	106.13	68.03
33	173.38	111.46	71.45
34	182.11	117.08	75.05
35	191.43	123.07	78.89
36	201.04	129.24	82.85
37	210.94	135.61	86.93

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

TO: PTRC Executive Committee
FROM: Adrienne Calhoun, Director, Area Agency on Aging
DATE: May 3, 2023
RE: Request authorization to enter into contract with senior centers for expanded services during the period May 1, 2023 – September 30, 2024

ARPA funds provide a unique opportunity to consider needs and service delivery that have the potential to respond to unmet needs of older adults and family caregivers. The PTRC AAA is taking a regional approach in distributing these funds–based on the priorities established by the North Carolina Division of Aging and Adult Services.

PTRC AAA made twelve (12) ARPA Senior Center Community Expanded Grant available in the amount of up to \$80,000 each. A Senior Center serves and is responsive to older adults in the community, whether or not they come to the senior center. The purpose of this grant is to provide Senior Centers with the additional funding opportunity to support older adults in rural, underserved, and/or with limited abilities (i.e., transportation, language, and or physically) to participate in older adult based activities in their local area outside of the conventional walls of the established senior center. The Senior Centers must be currently listed on the Directory of Senior Centers in North Carolina that receive funding from the NC Division of Aging and Adult Services in the Region G Area to be eligible to apply for this grant funding.

The chart on the following page indicates funding awards.

ACTION ITEM #8 CONITNUED

County	Senior Center	Types of Funded Services and Target Areas	Funding Award
Caswell	Caswell County Senior Services	<ul style="list-style-type: none"> • Programming (exercise, arts, educational, etc.) • Activities at four locations across the county 	\$70,000
Davidson	Davidson County Senior Services (Thomasville & Lexington)	<ul style="list-style-type: none"> • Programming (line dancing, A Matter of Balance workshop, etc.) • Locations: Denton, Southmont 	\$80,000
Davie	Davie County Senior Services	<ul style="list-style-type: none"> • Programming (exercise, bingo, wellness focus, etc.) • Locations: Cooleemee 	\$40,000
Forsyth	Shepherd Center of Greater Winston-Salem	<ul style="list-style-type: none"> • Programming (yoga, tech classes, cooking classes, Zumba, etc.) • Clemmons, Rural Hall, community centers 	\$80,000
Stokes	King Senior Center	<ul style="list-style-type: none"> • Programming (yoga, tech classes, cooking classes, Zumba, etc.) • Locations: Pine Hall, Lawsonville, Francisco, Danbury, Sandy Ridge 	\$80,000
Stokes	Walnut Cove Senior Center	<ul style="list-style-type: none"> • Programming (yoga, tech classes, cooking classes, Zumba, etc.) • Locations: Pine Hall, Lawsonville, Francisco, Danbury, Sandy Ridge 	\$40,000

INFORMATIONAL ITEM

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Adrienne Calhoun, Area Agency on Aging Director
DATE: May 3, 2023
RE: AAA Davie County Update

Davie County is moving \$3,200 from the Home and Community Care Block Grant to Legal Services in Davie County. This movement of funds has been approved by the North Carolina Division of Aging and Adult Services as well as the Davie County Finance Director and the Davie County Chair of the Board of Commissioners.



2023 Meeting Dates
1398 Carrollton Crossing Drive
Kernersville, NC 27284
12noon

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
January – none	January – none
February 1, 2023	February 15, 2022
March 1, 2023	March – none
April 5, 2023	April 19, 2023
May 3, 2023	May – none
June 7, 2023	June 21, 2023
July – none	July – none
August 2, 2023	August 16, 2023
September 6, 2023	September – none
October 4, 2023	October 18, 2023
November 1, 2023	November – none
December 6, 2023	December 20, 2023