

MINUTES
PTRC EXECUTIVE COMMITTEE MEETING
March 7, 2012

Present: Vice Chairman Darrell Frye, Randolph County, PTRC Chair
Council Person Molly Leight, City of Winston-Salem, PTRC Vice Chair
Councilman Dillard Burnette, City of King
Commissioner Linda Massey, Alamance County
Commissioner Paul Johnson, Surry County
Mayor Dan Pugh, Town of Lewisville
Mayor Pro Tem Steve Yokeley, City of Mount Airy
Commissioner Earnest Lankford, Stokes County
Commissioner Kevin Austin, Yadkin County
Councilman Alvin Foster, Town of Yanceyville
Chair Jackie Morris, Montgomery County
Commissioner Ken White, Davie County
Commissioner Don Truell, Davidson County
Councilman Walter Marshall, Forsyth County
Mayor Pro Tem Patty Philipps, City of Mebane
Councilman Jimmy Blake, Town of Biscoe
Mayor Scotty Morris, Town of Denton
Commissioner Wayne Moore, Town of Jonesville

Absent: Commissioner Will Marklin, Town of Mocksville
Mayor Ronnie Wall, City of Burlington
Chair James Kallam, Rockingham County
Mayor Bert Lance Stone, City of Archdale
Chair Nate Hall, Caswell County, PTRC Treasurer
Mayor Pro Tem Latimer Alexander, City of High Point
Mayor Keith Volz, Town of Jamestown
Councilman Darryl Carter, City of Eden

Chair Frye welcomed the PTRC Executive Committee and requested a moment of silence. He led the executive committee in the pledge of allegiance. He introduced two new executive committee members: Scotty Morris, Mayor, Town of Denton, and Wayne Moore, Commissioner, Town of Jonesville

1. Approval of February 1, 2012, PTRC Executive Committee Minutes

Chair Frye asked if there were any revisions to be made in the February 1, 2012, PTRC Executive Committee minutes.

There being none, motion was made by Mr. Truell, seconded Ms. Leight, and carried unanimously to approve the February 1, 2012, PTRC Executive Committee minutes.

2. Approval of changes to PTRC Bylaws

Chair Frye presented proposed policy change to the PTRC bylaws:

- Adding four additional Executive Committee members to serve on the nominating committee to recommend a slate of officers for the coming year.
- Appointment of Dillard Burnette, Immediate Past Chair, to serve on the nominating committee.
- Adding the position of Secretary to slate of PTRC officers.

It was the recommendation of the Executive Committee to recommend that the PTRC Board of Delegates approve the above changes to the PTRC Bylaws at its April 18, 2012 meeting.

3. Discussion of the PTRC 2012-13 Budget, by Matthew Dolge, PTRC Executive Director

Mr. Dolge presented the following preliminary information to the PTRC Executive Committee.

- **Aging will be in the second year of a three year transition to one AAA.**
 - Funding appears to be strong;
 - We will lose \$30,000 in funding for one Family Caregiver Specialist;
 - Kim Berry has announced her intended retirement in March of 2013;
 - CRC program may be a new area of impact.
- **Workforce funding appears to be stable but the program is going through Federal reauthorization.**
 - Good carryover into next fiscal year;
 - Possible addition of energy programming.
- **Housing will begin year with new director.**
 - Some reductions are expected;
 - CDBG applications will be a new priority.
- **Planning contracts with individual members are still slow.**
 - 2nd year of three year sustainability grant;
 - NC Tomorrow program will see increased activity;
 - Stormwater Smart has slight dues increase;
 - RPO's received high marks but will also see flat funding;
 - State cuts to water quality programs a threat.
- **Criminal Justice programs are expanding to additional counties, but funding is in jeopardy.**
- **Small business loan program is expanding its basic service area to encompass the 12-county area.**

- **Member services has had a great year, service requests are up and revenue is strong.**
- **Our projected move in date for a combined facility is January 2013.**
 - Moving costs will be included in the 2012/2013 budget;
 - Costs of furnishing and up fitting the new facility will be included in both the 2011/2012 budget and 2012/2013 budget;
 - Each program will cover their own costs of moving to the new offices.
- **Dues – The budget will be built around a dues rate of \$.21/capita down from a rate of \$.22/capita this year.**
 - The one cent reduction will reduce our income by approximately \$21,042;
 - The minimum rate will remain the same.
- **Salary – I am requesting the concurrence of the Executive Committee to include an increase of 2.5% in salaries across-the-board.**
 - I am also requesting a merit rate of not-to-exceed 3%;
 - If this cannot be accomplished under the current funding structure it will be decreased or eliminated.

Considerable discussion followed among the PTRC Executive Committee members.

4. Request for authorization to pursue federal and state grant funding to address water quality concerns in the Triad region, by Joy Fields, PTRC Stormwater Educator

Ms. Fields stated that the USDA Forest Service has issued a request for proposals for Urban and Community Forestry Grants, which will be administered by the NC Forest Service's Urban and Community Forestry Program. The Grant program funds projects to promote more effective and efficient management of urban forests and improve public understanding of the environmental and public health benefits of urban trees.

The PTRC Water Resources Program staff requests permission to pursue up to four grants in the 2012 funding cycle to, among other possible services:

- Conduct assessments of trees and natural resources in communities;
- Partly fund watershed restoration plans; and
- Conduct education and outreach to increase public awareness on the benefits of urban trees.

The PTRC staff hopes to partner with up to four of our local government members on these grant-supported projects, including the Cities of Asheboro, Eden, and Lexington.

These grants will not exceed \$30,000 each, or \$120,000 total, and will not require any cash match from a local government. However, they will require a 50% *in-kind* match that may be met in a variety of ways including but not limited to: the donation of local government

staff time, equipment, meeting space and/or the gathering of water quality monitoring data. The match may also be met through PTRC staff programs such as Stormwater SMART where annual dues along with other resources can satisfy the match needs of this grant program.

Motion was made by Mr. Burnette, seconded by Mr. White, and carried unanimously to give permission to the PTRC Water Resources Program staff to pursue up to four grants in the 2012 funding cycle.

5. Request permission to submit proposal for DOL Notice of Availability of Funds and Solicitation for Grant Applications for Workforce Innovation Fund Grants, by Matthew Dolge

Mr. Dolge stated that the closing date for submitting proposal is March 22, 2012. The grant focus is expanding the "Get into Energy" pilot to include creating a pipeline of workers for Maintenance Technician, Welder, Utility Technician and Line Technician in the 12 county region.

Motion was made by Mr. Marshall, seconded by Mr. Burnette, and carried unanimously to grant permission for the PTRC Workforce staff to submit proposal for DOL Notice of Availability of Funds and Solicitation for Grant Applications for Workforce Innovation Fund Grants.

6. Request permission to submit proposal for DOL Notice of Availability of funds and solicitation for grant applications for reintegration of ex-offenders adult generation – Matthew Dolge

Mr. Dolge stated that the closing date for submission of proposal is March 13, 2012. The grant is being submitted in partnership with the Criminal Justice Reentry Department, focusing on providing pre and post release support to Ex-Offenders in Guilford and Forsyth Counties.

Motion was made by Mr. Burnette, seconded by Mr. Marshall, and carried unanimously to grant permission for the PTRC Workforce staff to submit proposal for DOL Notice of Availability of funds and solicitation for grant applications for reintegration of ex-offenders adult generation.

7. Office Space Update

Mr. Dolge gave an update on the proposed new facilities and presented a layout he had received from the architect. He stated that he would email these plans to the facilities committee and a copy of the plans will be posted in both offices for staff input. Mr. Dolge stated that our staff needs to be decided before the architect can put a dollar amount to the plan.

8. Old business

There was no old business.

9. New business

Chair Frye appointed the following to serve with the PTRC officers on the facilities committee and stated that the committee would get together in the next ten days:

- Dana Jones, Kernersville
- Sharon Conaway, Walnut Cove
- Ernest Lankford, Stokes County
- Jackie Morris, Montgomery County
- Patti Phillips, Mebane
- Don Truell, Davidson County
- Chris Jones, Village of Clemmons

10. Chairman's remarks and announcements


- April PTRC Executive Committee meeting –
Wednesday, April 4, 2012, 12:00 Noon
PTRC Winston-Salem office, 400 West Fourth Street, Suite 400,
Winston-Salem, NC
- April PTRC Board of Delegates meeting –
Wednesday, April 18, 2012, 12:00 Noon
Paul J. Ciener Botanical Gardens, 215 South Main Street,
Kernersville, NC

11. Informational Items


There were no information items.

12. Adjournment

There being no other business, the meeting adjourned at 1:10 p.m.



Chair



Executive Director

