



PIEDMONT TRIAD REGIONAL COUNCIL

MINUTES

PTRC Executive Committee Meeting

April 3, 2013

Members Present:

Kevin Austin, Yadkin County
Bill Bencini, Guilford County
Zane Cardwell, Rockingham County
Sharon Conaway, Town of Walnut Cove
Darryl Carter, City of Eden
Alvin Foster, Town of Yadkinville
Darrell Frye, Randolph County
Nathaniel Hall, Caswell County
Paul Johnson, Surry County
Ernest Lankford, Stokes County
Molly Leight, City of Winston-Salem
Linda Massey, Alamance County
Wayne Moore, Town of Jonesville
Jackie Morris, Montgomery County
Patty Philipps, City of Mebane
Dan Pugh, Town of Lewisville
Terry Renegar, Davie County
Bernita Sims, City of High Point
Don Truell, Davidson County
Keith Volz, Town of Jamestown
Steve Yokeley, City of Mount Airy

Members Absent:

James Blake, Town of Biscoe
Dillard Burnette, City of King
Yvonne Johnson, City of Greensboro
Will Marklin, Town of Mocksville
Walter Marshall, Forsyth County
Scotty Morris, Town of Denton
Bert Lance Stone, City of Archdale
Ronnie Wall, City of Burlington

Chair Darrell Frye welcomed the PTRC Executive Committee and requested a moment of silence. Chair Frye then led the Executive Committee in the Pledge of Allegiance.

The meeting was called to order at 12:00 p.m.

Chair Darrell Frye mentioned to the Board that "Groundbreaking" was officially approved. He added that this is another step and commitment to the merger process. Two weeks from today we will eat here and then go down to the site. He then thanked the Board for their work as we move through this process.

- 1. Request for approval of March 6, 2013 PTRC Executive Committee Minutes, Darrell Frye, Chair**
 - a. Request was motioned and seconded.
 - b. Request for approval of March 6, 2013 PTRC Executive Committee Minutes was unanimously approved.

- 2. Workforce Program Update, William Pass, Workforce Development Assistant Director**
 - a. Chair invited Mr. Pass to the front to present his information.
 - b. Mr. Pass thanked the board for allowing him to be here, and explained that Althea, Workforce Development Director, unfortunately needed to be in attendance at another meeting.
 - c. Mr. Pass began by pointing out a couple of initiatives that Workforce Development is working on. United Way, Northwest Piedmont Workforce Development Board Mobile Unit, Key partners, recruitment and responsibilities were discussed.
 - i. The purpose for the Mobile Unit is to provide the residents of Forsyth County the tools to strengthen their financial situation, increase their marketable skills, and enhance their financial literacy.
 - ii. Key partners include:
 1. United Way of Forsyth County
 2. Wells Fargo
 3. Goodwill Industries of NWNC
 4. Experiment in Self Reliance
 5. Housing Authority of Winston-Salem
 6. Financial Pathways
 7. NW Piedmont Workforce Development Board
 - d. Chair asked if there were any questions. There were none.

- 3. Request to approve engineering study, Matthew Dolge, Executive Director**
 - a. Mr. Dolge informed the Board that this approval deals with our IT engineering in the new building. He noted that we have found a good firm that can assist us with engineering these projects up front, ultimately saving us money. He stated that the total cost is just under \$10,000, and that we are asking for approval to move forward.
 - b. Specifically the engineering study will do the design work for the following elements of the IT infrastructure:
 - i. Network cabling
 - ii. Configuration of network equipment
 - iii. Server room

- iv. Security cameras
 - v. AV equipment in conference rooms
 - vi. Access control system for building
 - c. Mr. Kevin Austin asked Mr. Dolge who will be in charge of overseeing this once the process begins.
 - d. Mr. Dolge responded with Gary Steeley, from PTRC's IT staff.
 - e. A brief discussion was held regarding the issue at hand. There was a final request that the Board approve the study to be conducted by Audio Visual Solutions, LLC at a cost of \$9,898.00 and direct the Executive Director to sign the contract on behalf of the Board.
 - f. Chair asked if there any more questions. There were none and the item was moved and seconded.
 - g. The Request to Approve Engineering Study was approved.
- 4. Arrangement for audit services, Robin Shelton, Finance Director**
- a. Ms. Robin Shelton explained that the numbers seen are the numbers for three years. She added that she would like PTRC to have an audit committee. She also added that we have to be flexible because new programs are created every day.
 - b. A caveat was added stating "Any additional major problems above two (2) will be billed at \$4,200 each." Four major PTRC programs could include:
 - i. Aging – Audited for 2012
 - ii. WIA
 - iii. Section 8 Housing – Audited for 2012
 - iv. Weatherization
 - b. Chair asked if there were any questions. There were none. The final request was made for the approval of the contract and acknowledgement of the submission to the Local Government Commission. Item was motioned and seconded.
 - c. Arrangement for audit services was approved.
- 5. Approval to enter into contract with the Person County Health Department, Jesse Day, Regional Planner II**
- a. Mr. Day informed the Board that this contract would be for up to \$53,000 to provide local technical assistance to Stoneville, Alamance County and potentially Caswell County.
 - b. A brief description was given regarding the contract and the Chair asked if there were any questions. There were none.
 - c. Request for approval to enter into contract with the Person County Health Department was approved.
- 6. Executive Director's Report, Matthew Dolge, PTRC Executive Director**
- a. Mr. Dolge briefly discussed issues regarding the general assembly.
 - b. Mr. Dolge invited Dave Harris to speak about updates on the new building.
 - c. Mr. Harris informed the board that we will be closing on the contract on April 8th at 2pm. The Board will have a short meeting and then go to the groundbreaking site. More details were discussed, and the Board was asked if they had any questions. There were none.

7. Around the Region, Darrell Frye, Chair

- a. Mr. Nate Hall announced that Caswell County, Town of Yanceyville, and Town of Milton are working on an Economic Development Board and are hoping to get it approved this month.
- b. Ms. Bernita Sims announced that the Guilford County Legislative Delegation Meeting from the General Assembly will be in High Point this Thursday at 3pm.

The meeting was adjourned by Chair Darrell Frye at 12:45 p.m.