

Counties

Alamance
Caswell
Davidson
Davie
Forsyth
Guilford
Montgomery
Randolph
Rockingham
Stokes
Surry
Yadkin

Municipalities

Archdale
Asheboro
Bermuda Run
Bethania
Biscoe
Boonville
Burlington
Clemmons
Cooleemee
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
Staley
Stokesdale
Stoneville
Summerfield
Thomasville
Tobaccoville
Trinity
Troy
Village of Alamance
Walkertown
Walnut Cove
Wentworth
Whitsett
Winston-Salem
Yadkinville
Yanceyville



Piedmont Triad Regional Council Board of Delegates

Agenda

Wednesday, August 20, 2014

12:00 noon

PTRC Headquarters

1398 Carrolton Crossing Drive
Kernersville, NC 27284

Item

Official

Lunch

Please note the 12:00 p.m. start time and join us as you are able. RSVP to Cassidy Pritchard at (336) 904-0345 or by email at cpritchard@ptrc.org

Cassidy Pritchard
Program Assistant

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

Nate Hall
Vice Chairman

B. Presentations

1) Focus on Members: Surry County

Chris Knopf
Surry County Manager

2) NC Tomorrow: State Economic Development Strategy

Betty Huskins
Director, NCRCA

C. Consent Agenda

Nate Hall
Vice Chairman

1) Request for approval of June 18, 2014 Board of Delegates minutes (handout)

2) Request for permission to receive NC Workforce Development Funding under contractual agreement between NW Piedmont Workforce Development Board & the NC Department of Commerce

3) Request for authorization to apply for \$20,000 In funding from the City of Winston-Salem's Successful Outcomes After Release (SOAR) Grant Program

- 4) Request for authorization to apply for \$50,000 in funding from the Bob Barker Company Foundation
- 5) FY 2013-2014 Budget Revision

D. Action Items

- 1) Request for authorization to enter into contract with Northwest Community Care Network for the period October 9, 2014 to October 8, 2015 to conduct assessments for people transitioning across care settings **Blair Barton-Percival**
Area Agency on Aging Director
- 2) Request for authorization to enter into contract for \$90,000 with the NC Division of Aging and Adult Services for Local Contact Agency funding for the period July 1, 2014 - June 30, 2015 **Blair Barton-Percival**
Area Agency on Aging Director
- 3) Piedmont Triad Regional Development Corporation Bylaws **Matthew Dolge**
Executive Director

E. Informational Items

- 1) NC Department of Commerce Division of Workforce Solutions letter
- 2) 2014 Annual Grady Hunter Regional Excellence Award (*handout*)
- 3) 2014 Randall Lake Billings Public Service Award (*handout*)

Nate Hall
Vice Chairman

F. Executive Director's Report

Matthew Dolge
Executive Director

G. Old Business

Nate Hall
Vice Chairman

H. New Business

Nate Hall
Vice Chairman

I. 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.

Nate Hall
Vice Chairman

J. Chairman's Remarks and Announcements

Nate Hall
Vice Chairman

- 1) **PTRC Executive Committee Meeting**
Wednesday, September 3, 2014, 12:00 p.m.
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284

- 2) **PTRC Board of Delegates Meeting & Award Presentations**
Wednesday, October 15, 2014, 12:00 p.m.
Triad Park, Shelter 1
9652 West Market Street
Kernersville, NC 27284

- 3) **2014 PTRC Meeting Dates** *(attached)*

K. Adjournment

Nate Hall
Vice Chairman

CONSENT ITEM #2

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

TO: Board of Delegates, Piedmont Triad Regional Council
FROM: William Allen Pass, Workforce Development Assistant Director
DATE: August 20, 2014
RE: Request permission to receive NC Workforce Development Funding under Contractual Agreement between NW Piedmont Workforce Development Board (Piedmont Triad Regional Council) and The NC Department of Commerce, Division of Workforce Solutions.

The NW Workforce Development Board (Piedmont Triad Regional Council) and The NC Department of Commerce, Division of Workforce Solutions, entered into a contractual agreement for use of the State's JobLink Mobile Unit and the Piedmont Triad Regional Council's JobLink Mobile Unit for Rapid Response services that are defined as activities under the WARN Act; as well as related activities for Local Workforce Development Boards. Services for the 23 Workforce Development Board areas are divided between both JobLink Mobile Units and compensation for use of the Piedmont Triad Regional Council's JobLink Mobile Unit is rendered based on the type of event as well as mileage reimbursement. The Contractual Agreement extends for the period of July 1, 2014-June 30, 2015 (or until services are complete, whichever occurs first).

Costs related to this contractual agreement are as follows:

Rapid Response-5- full days @ \$500.00 per full day-----\$2,500.00 annually
Rapid Response-5- ½ days @ \$250.00 per ½ day-----\$1,250.00 annually
Mileage Reimbursement-1,964 miles @ \$.56 per mile-----\$1099.84 annually

Total reimbursement cost approved annually-----**\$4,849.84**

CONSENT ITEM #3

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

TO: Board of Delegates, Piedmont Triad Regional Council
FROM: Robin Howell, Criminal Justice Programs Director
DATE: August 20, 2014
RE: Request for authorization to apply for \$20,000 in funding from the City of Winston-Salem's Successful Outcomes After Release (SOAR) Grant Program

The Criminal Justice Department requests authorization to apply for \$20,000 in funding from the City of Winston-Salem's Successful Outcomes After Release (SOAR) Program. Funds will be used to support the following for the "Project Reentry" program:

- Scholarships for skilled trades certification courses
- Fees for state –issued personal identification cards/work-related documents
- Fees for GED Testing
- Class/job search padfolios, pens, backpacks, supplies
- Bus passes (partial pay)

Applications for SOAR funding are due August 15, 2014.

CONSENT ITEM #4

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

TO: Board of Delegates, Piedmont Triad Regional Council
FROM: Robin Howell, Criminal Justice Programs Director
DATE: August 20, 2014
RE: Request for authorization to apply for \$50,000 in funding from the Bob Barker Company Foundation

The Criminal Justice Department requests authorization to apply for \$50,000 in grant funds from the Bob Barker Company Foundation, the community outreach division of the NC-based detention supplies producer. Funds will be used to support staff salaries, travel and general operating costs of the "Project Reentry" program.

The application for Bob Barker Company Foundation funding is due August 10, 2014.

CONSENT ITEM #5

**PIEDMONT TRIAD REGIONAL COUNCIL
BUDGET BY AREA
7/1/13 to 6/30/14**

| | REVISED 8/6/14 | | | | |
|--------------------------------------|-----------------------|-------------------|-------------------|-------------------|----------------------------|
| | Revision 3 | Revision 2 | Revision 1 | Original | Difference |
| | Budget | Budget | Budget | Budget | Rev 2 and Rev 3 |
| | Total | | | | |
| Administration | 263,722 | 263,722 | 268,870 | 221,832 | - |
| Administrative Services | 432,513 | 432,513 | 380,813 | 132,675 | - |
| Crime Control and Public Safety | 1,625,784 | 1,625,784 | 1,618,782 | 1,685,528 | - |
| Environmental Protection | 309,940 | 309,940 | 405,034 | 353,291 | - |
| General Fund / Dues | 722,358 | 722,358 | 608,372 | 602,457 | - |
| Health and Human Services (Aging) | 12,487,924 | 12,414,978 | 12,401,978 | 12,044,520 | 72,946 |
| Housing | 4,289,013 | 4,289,013 | 4,608,475 | 4,612,520 | - |
| Misc. Local Projects | 686,476 | 686,476 | 280,817 | 291,557 | - |
| Planning | 528,852 | 522,602 | 556,725 | 541,096 | 6,250 |
| Transportation | 301,255 | 301,254 | 280,913 | 223,597 | 1 |
| Workforce Development | 6,980,218 | 6,980,218 | 6,978,418 | 7,202,892 | - |
| Weatherization | 1,987,087 | 1,987,087 | 1,982,831 | 1,982,831 | - |
| Totals | 30,615,142 | 30,535,945 | 30,372,028 | 29,894,796 | 79,197 |
| | | | | | |
| | 30,615,142 | 30,535,945 | 30,372,028 | 29,894,796 | 79,197 |
| | | | | - | 79,197 |

**PIEDMONT TRIAD REGIONAL COUNCIL
BUDGET ORDINANCE 2013 - 2014**

REVISED 8/06/14

Be it ordained by the Piedmont Triad Regional Council (PTRC):

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of PTRC and its activities for the fiscal year beginning July 1, 2013 and ending June 30, 2014 in accordance with the Chart of Accounts heretofore established for PTRC:

| | |
|----------------------------------|------------|
| General / Council | \$ 722,358 |
| | |
| TOTAL GENERAL FUND APPROPRIATION | \$ 722,358 |

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

| | |
|---------------------------------------|------------|
| Fund Balance | \$ 500,000 |
| COG Dues | 219,872 |
| Interest | 100 |
| Misc Income | 2,386 |
| TOTAL GENERAL FUND ESTIMATED REVENUES | \$ 722,358 |

Section 3. The following amounts are hereby appropriated in the Special Revenue Fund - Grant Project Fund for the operation of PTRC and its activities for the fiscal year beginning July 1, 2013 and ending June 30, 2014 in accordance with the Chart of Accounts heretofore established for PTRC:

| | |
|-----------------------------------|--------------|
| Administration | \$ 263,722 |
| Crime Control and Public Safety | 1,072,812 |
| Environmental Protection | 203,515 |
| Health and Human Services (Aging) | 12,356,924 |
| Housing | 4,263,013 |
| Planning | 296,821 |
| Transportation | 301,255 |
| Workforce Development | 6,762,229 |
| Weatherization | 1,987,087 |
| | |
| TOTAL GRANT PROJECT APPROPRIATION | \$27,507,378 |

Section 4. It is estimated that the following revenues will be available in the Special Projects Fund - Grant Project Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

| | |
|---|-------------------|
| Federal Grants | 20,122,694 |
| State Grants | 6,948,093 |
| Appropriated Fund Balance | - |
| Dues | 357,481 |
| Interest | - |
| Local Projects & Fees | 79,110 |
| TOTAL GRANT PROJECT ESTIMATED REVENUES | 27,507,378 |

Section 5. The following amounts are hereby appropriated in the Special Revenue Fund- Local Projects Fund for the operation of PTRC and its activities for the fiscal year beginning July 1, 2013 and ending June 30, 2014 in accordance with the Chart of Accounts heretofore established for PTRC:

| | |
|---|------------------|
| Administrative Services | 432,513 |
| Crime Control and Public Safety | 552,972 |
| Environmental Protection | 106,425 |
| Health and Human Services (Aging) | 131,000 |
| Housing | 26,000 |
| Misc. Local Projects | 686,476 |
| Planning | 232,031 |
| Workforce Development | 217,989 |
| TOTAL LOCAL PROJECTS APPROPRIATION | 2,385,406 |

Section 6. It is estimated that the following revenues will be available in the Special Revenue Fund - Local Projects Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

| | |
|---|------------------|
| APPROPRIATED FUND BALANCE | - |
| COG DUES and INTEREST | 334,920 |
| LOCAL PROJECT FUND FEES | 2,050,486 |
| TOTAL LOCAL PROJECT ESTIMATED REVENUES | 2,385,406 |

TOTAL APPROPRIATIONS 30,615,142

Section 7: The Executive Director is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a grant without

limitation and without a report being required.

Section 8. The following amounts are hereby appropriated in the Capital Projects Fund Kernersville Building for the operation of PTRC and its activities for the fiscal year beginning July 1, 2013 and ending June 30, 2014 in accordance with the Chart of Accounts heretofore established for PTRC:

| | |
|-------------------|-----------|
| Land and Building | 3,690,000 |
|-------------------|-----------|

Section 9. It is estimated that the following revenues will be available in the Capital Projects Fund Kernersville Building for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

| | |
|---------------|-----------|
| Loan Proceeds | 3,690,000 |
|---------------|-----------|

ACTION ITEM #1

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

TO: Board of Delegates, Piedmont Triad Regional Council
FROM: Blair Barton-Percival, Area Agency on Aging Director
DATE: August 20, 2014
RE: Request authorization to enter into contract with Northwest Community Care Network for the period October 9, 2014 to October 8, 2015 to conduct assessments for people transitioning across care settings.

The Northwest Community Care Network (NCCN), a part of the Community Care Network of North Carolina, is the lead entity for a Community Care Transitions Program (CCTP) grant in our local area. The Area Agency on Aging and Aging Network is a partner in this initiative to help reduce readmissions to hospitals and have been working closely with the NCCN and other partners.

Due to the recognized expertise and experience of the Area Agency on Aging (AAA) with institutional and community based services, the Northwest Community Care Network request the continued involvement of the AAA in an expansion of this initiative to include Davie, Stokes, Wilkes, and Yadkin Counties beyond the existing Davidson, Forsyth, and Surry County initiative. The request is for the AAA to accept referrals from hospitals in the four counties and connect the referral to local support services to create a successful transitions across care settings. The goal is to reduce emergency department and hospital utilizations within the NWCCN network. Per referral, a reimbursement of approximately \$49 will be awarded to PTRC AAA upon the completion of the CCTP Community Services Assessment form. The CCTP grant has been renewed for another year and this is our first full year of funding for this initiative.

I request authorization to enter into contract with Northwest Community Care Network for the period October 9, 2014 to October 8, 2015 to conduct assessments for people transitioning across care settings.

ACTION ITEM #2

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

TO: Board of Delegates, Piedmont Triad Regional Council
FROM: Blair Barton-Percival, Area Agency on Aging Director
DATE: August 20, 2014
RE: PTRC AAA request authorization to enter into contract for \$90,000 with the North Carolina Division of Aging and Adult Services for Local Contact Agency funding for the period July 1, 2014 – June 30, 2015.

The PTRC AAA will continue to coordinate Local Contact Agency efforts in Region G for the second consecutive year. This individual works with the region's long-term care facility social workers to train them to perform transition work on behalf of their residents who wish to return to the community.

The Local Contact Agency Coordinator is implementing a training regimen for new and existing facility social work staff and community service providers. The training regimen is comprehensive and assists long-term care facility staff to connect patients with community agencies and other resources to allow for a seamless transition from an institutional setting to home.

The grant request includes reimbursing current providers functioning in the role of a Local Contact Agency up to \$100 per Quality of Life Survey as they continue to respond to inquiries and offer counseling services.

ACTION REQUESTED:

PTRC AAA request authorization to enter into contract for \$90,000 with the North Carolina Division of Aging and Adult Services for Local Contact Agency funding for the period July 1, 2014 – June 30, 2015.

ACTION ITEM #3

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

TO: Board of Delegates, Piedmont Triad Regional Council
FROM: Matthew Dolge, Executive Director
DATE: August 20, 2014
RE: Piedmont Triad Regional Development Corporation (PTRDC) Bylaws

As discussed at the previous two Executive Committee meetings, the Piedmont Triad Development Corporation (PTDC) is a tax exempt non-profit entity developed to encourage economic development activities in the region. It was reorganized in 2012 to serve the entire 12 county region encompassed by the Piedmont Triad Regional Council (PTRC). To this point its primary purpose has been the administration of the SBA 504 loan program. Due to slow economic conditions and very competitive interest rates this program has operated at a deficit for the past five years. The recent change in leadership for the loan program puts us in position to reverse the negative impact on the PTRC budget, and use new connections to increase the loan portfolio.

The latest revision to the bylaws (*attached as a separate document*) serve to restructure the PTRDC in order to service the possible enhancements to our economic development activities. The recommendation is that the board be seated as described in the bylaws. The corporations activities will be designed to foster economic development across the 12 county region by functioning as an EDD, and overseeing such other activities as are approved by the board.

ACTION REQUESTED:

PTRC recommends the approval of the latest PTRDC Bylaws revision.

****Additional PTRDC materials attached on next 2 pages**



PIEDMONT TRIAD REGIONAL COUNCIL

1398 CARROLLTON CROSSING DRIVE
KERNERSVILLE, NC 27284
(336) 904-0300
MATTHEW L. DOLGE • EXECUTIVE DIRECTOR



_____, 2014

Ms. Molly Leight, Chair
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284

Dear Ms. Leight:

The *Piedmont Triad Regional Development Corporation* (PTRDC) represents the community and economic development interests of the Piedmont Triad, including Alamance, Caswell, Davidson, Davie, Forsyth, Guilford, Montgomery, Randolph, Rockingham, Stokes, Surry and Yadkin counties and their municipalities. As PTRDC staff administrator and authorized provider of professional services, the Piedmont Triad Regional Council (PTRC) has applied to the Economic Development Administration for designation as an Economic Development District (EDD) under Section 401 of the Public Works and Economic Development Act of 1965, as amended (42 U.S.C.3171).

PTRC has served as lead planning organization and provided planning, implementation and technical assistance services for communities and local governments throughout our region since 1967. PTRC's recent development and adoption of *Triad Tomorrow*, the Comprehensive Economic Development Strategy (CEDS) for the Piedmont Triad, provides an opportunity for our region to seek designation as an Economic Development District (EDD). EDD designation will greatly enhance implementation of our regional CEDS, by coordinating efforts to create jobs, build an entrepreneurial economy and attract reinvestment in communities throughout our region – large and small, urban and rural.

Therefore, _____ County endorses PTRC's adopted CEDS, *Triad Tomorrow*, enthusiastically supports its application on behalf of the PTRDC, and requests EDA to authorize its designation as an EDD.

Sincerely,

_____, County Manager

Summary of Proposed Bylaw Revisions and Repurposing of the Piedmont Triad Development Corporation

The Piedmont Triad Development Corporation (PTDC) is a 501 C-3 organization which has operated as a Small Business Administration 504 lender for over 25 years. It functioned under the name Northwest Piedmont Development Corporation for the majority of its existence and was renamed when the two Triad COGs merged. The proposal at hand is an expansion of the board to allow for Economic Development District designation from the Economic Development Administration, and an expansion of the program of work to meet the current dynamics of the Piedmont Triad Region.

Purpose of the Piedmont Triad Development Corporation:

- Serve the 12 County Piedmont Triad Region;
- Further economic development and social welfare;
- Promote economic development and job creation;
- Carry out community and economic development initiatives.

Core Functions of the Development Corporation:

- Evaluate and fund S.B.A. 504 loans to small businesses;
- Assist local governments in applying for loans and grants for economic and community development projects;
- Convene the region's economic developers quarterly to discuss strategies, share information, and listen to presentations on items of common interest;
- Provide support for a "Rural Counties Developer's Group";
- Convene workforce development, economic development, education, and private industry leaders to track trends and address our region's needs and interests;
- Provide an administrative platform for other economic and community development plans, projects and programs.

Positive Impacts of Expanding our Mission:

- Maintain local government control of regional economic development activities;
- Provide annual EDA funding to support grant writing and economic development;
- Strengthen the 504 Loan Program;
- Conform to the Prosperity Zone concept;
- Provide PTRC administrative and fiscal support for economic developers;
- Provide a platform for workforce preparedness discussions among multiple sectors including employers, community colleges, universities and workforce development boards;
- Provide a flexible platform for other efforts to further the Corporation's purposes.

The proposed bylaws of the PTDC are attached along with a short PowerPoint presentation further outlining the items in this summary. Please feel free to call Matthew Dolge at 904-0300 with any questions, suggestions, or concerns.

INFORMATIONAL ITEM #1



North Carolina Department of Commerce *Division of Workforce Solutions*

Pat McCrory, Governor
Sharon Allred Decker, Secretary

Will Collins, Assistant Secretary for Workforce

July 11, 2014

Mr. Ernest Lankford
County Commissioner
Stokes County Board of Commissioners
2766 NC 8 Highway North
Danbury, North Carolina 27016

Dear Mr. Lankford:

On April 9 – 11, 2014, Ms. Jennifer Jones and Mr. Thomas Pulickal conducted a review of the Northwest Piedmont Job Training Consortium Workforce Development Board's Workforce Investment Act (WIA) program administered by the Northwest Piedmont Council of Governments. Emphasis was placed on administrative, programmatic, and financial systems for the management of these grant funds.

Based on these reviews, systems are in place to adequately administer this program. A detailed summary of the entrance and exit conference has been sent to Ms. Althea Hairston. The final determination of compliance with Federal, State, and local rules and regulations will be established in the audit of program year 2013 activities.

We appreciate the cooperation and assistance during our visit. If you have questions regarding this report, please contact Ms. Jones at (919) 814-0428 or Mr. Pulickal at (919) 814-0431.

Sincerely,

A handwritten signature in cursive script that reads "Daniel L. Giddens".

Daniel L. Giddens
Executive Director of Operations

DLG/dh

cc: Mr. Matthew Dolge
Mr. William Cockerham
Ms. Althea Hairston

313 Chapanoke Rd. Suite 120•4316 Mail Service Center•Raleigh, North Carolina 27699-4316

Tel: (919)814-0400•Fax: (919)662-4770

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Auxiliary aids and services available upon request to individuals with disabilities.

Meeting Dates 2014
1398 Carrollton Crossing Drive
Kernersville, NC 27284
12:00 noon

| PTRC Executive Committee 1st Wednesday | PTRC Board of Delegates 3rd Wednesday |
|--|---|
| January – none | January - none |
| February 5, 2014 | February 19, 2014 |
| March 5, 2014 | March - none |
| April 2, 2014 | April 16, 2014 |
| May 7, 2014 | May 21 - none |
| June 4, 2014 | June 18, 2014 |
| July – none | July - none |
| August 6, 2014 | August 20, 2014 |
| September 3, 2014 | September - none |
| October 1, 2014 | October 15, 2014 |
| November 5, 2014 | November - none |
| December 3, 2014 | December 17, 2014 |