

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
Kernersville
King
Lewisville
Lexington
Liberty
Madison
Mayodan
Mebane
Midway
Mocksville
Mount Airy
Mt. Giload
Oak Ridge
Pilot Mountain
Pleasant Garden
Ramseur
Randleman
Reidsville
Rural Hall
Seagrove
Sedalia
Stokesdale
Stoneville
Summerfield
Thomasville
Tobaccoville
Trinity
Troy
Village of Alamance
Walkertown
Wallburg
Walnut Cove
Wentworth
Winston-Salem
Yadkinville
Yanceyville



Piedmont Triad Regional Council Executive Committee

Agenda

Wednesday, April 4, 2018

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive

Kernersville, NC 27284

Item

Lunch

Please note the 11:45 a.m. lunch start time and join us as you are able. RSVP to Katie Mitchell at (336)904-0345 or by email at kmitchell@ptrc.org.

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

B. Action Items

- 1) Request for approval of February 7, 2017 PTRC Executive Committee Minutes (attachment)**
- 2) Request for approval of PTRDC Board Member appointments**
- 3) Request for approval to enter into contract with Alta Planning + Design for \$5,500 to support the High Point Regional Bicycle Plan & the Town of Oak Ridge for \$24,750 to complete a Streetscape Vision Plan**
- 4) Request for approval to approve and submit the Housing Choice Voucher annual plan for continued funding**
- 5) Request for approval to complete the post approval documentation needed to accept the NCHFA ESFRLP18 grants**

Official

Katie Mitchell
Clerk to the Board

Steve Yokeley
Chair

Steve Yokeley
Chair

Jesse Day
Planning Director

Jesse Day
Planning Director

Michael Blair
Housing Director

Michael Blair
Housing Director

- | | | |
|---|--|---|
| 6) | Request for authorization to enter into an amended contract with NCDAAS in the amount of \$45,000 for the period of July 1, 2018-December 31, 2018 | Blair Barton-Percival
<i>AAA Director</i> |
| 7) | Request for authorization to enter into contract with MIPPA for funding in the amount of \$65,138 for the period October 1, 2017-September 30, 2018 | Blair Barton-Percival
<i>AAA Director</i> |
| 8) | Request for authorization to apply to the Duke Energy Water Resources Funding up to \$20,000 | Cameron Colvin
<i>Regional Planner</i> |
| C. Request for authorization to enter into <i>Closed Session</i> pursuant to G.S. 143- 318.11 to discuss a personnel matter | | Steve Yokeley
<i>Chair</i> |
| D. Executive Director’s Report | | Matthew Dolge
<i>Executive Director</i> |
| E. Old Business | | Steve Yokeley
<i>Chair</i> |
| F. New Business | | Steve Yokeley
<i>Chair</i> |
| G. Around the Region
<i>At this time, Board members are asked to discuss any upcoming events or informational items that pertain to their local government or region.</i> | | Steve Yokeley
<i>Chair</i> |
| H. Chairman’s Remarks and Announcements | | Steve Yokeley
<i>Chair</i> |
| 1) PTRC Executive Committee Meeting
Wednesday, May 2, 2018 11:45 a.m.
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284 | | |
| 2) PTRC Board of Delegates Meeting
Wednesday, April 18, 2018 12:00
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284 | | |
| 3) 2018 PTRC Meeting Dates (attached) | | |
| I. Informational Item | | |
| a. Acceptance of the Audit Letter | | |

ACTION ITEM 2

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

TO: PTRC Executive Committee
FROM: Jesse Day, Regional Planning Director
DATE: April 4, 2018
RE: PTRDC Board Member Appointments

At-Large Representatives

We had an opening in High Point due to Mr. Latimer Alexander not being up for reelection this year. Mayor Jay Wagner of the City of High Point was appointed by his respective board in February of 2018. We still have an opening in the area of Walnut Cove due to Sharon Conaway not winning reelection.

Location	Delegate	Title	Term Ending
City of High Point	Jay Wagner	Mayor	April 2021

Private Sector & Non Profit

Due to Bonnie Renfro's retirement and Andy McDowell being unable to continuing serving we had 2 vacancies in Private and Non-Profit seats. Elbert Lassiter, Vice President for WFD and Continuing Education at Randolph Community College has agreed to serve. That leaves one seat still unfilled.

Location	Delegate	Title	Term Ending
Randolph Community College	Elbert J. Lassiter	Vice President for WFD & Continuing Education	April 2021

ACTION REQUESTED:

Request approval for the PTRDC Board Members to be appointed.

ACTION ITEM 3

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Jesse B. Day, Regional Planning Director
DATE: April 4, 2018
RE: Planning Department Technical Assistance in High Point and Oak Ridge

High Point Regional Bicycle Plan

The Planning Department requests to enter into contract for planning services with Alta Planning + Design for providing GIS, meeting facilitation and outreach services on the High Point Regional Bicycle Plan. The planning effort is expected to last from April – December of 2018. The effort will be led by Alta Planning + Design, with support from the PTRC Planning department on key planning functions as described in the attached Work Order 1 and Exhibit A “Services”.

Oak Ridge Streetscape Vision Plan

The Planning Department requests to enter into contract for planning services with the Town of Oak Ridge to complete a Streetscape Vision Plan. The planning effort will produce a vision for bicycle and pedestrian elements in the Town Core of Oak Ridge, improving safety, comfort and access for pedestrians along and across the street. The project will be led by the planning department, guided by a local committee, including coordination with Greensboro Urban Area MPO and local NCDOT Division staff.

The planning effort is being funded through a downtown development grant and is expected to be completed by the end of the calendar year. See the attached contract letter for more information.

ACTION REQUESTED:

Request for approval to enter into contract with Alta Planning + Design for **\$5,500** to support the High Point Regional Bicycle Plan & the Town of Oak Ridge for **\$24,750** to complete a Streetscape Vision Plan. The total planning budget impact will be **\$30,250** divided between fiscal year 2017-18 and 2018-19.

ACTION ITEM 3 CONTINUED

00-2018-037-High Point NC MPO Regional Bicycle Plan
Piedmont Triad Regional Council

Work Order #1
March 13, 2018

WORK ORDER NO. 1

Pursuant to the Professional Services Prime Agreement for Alta Project 00-2018-037-High Point NC MPO Regional Bicycle Plan, between Alta Planning + Design, Inc. (Prime Consultant) and the City of High Point, NC (Client), dated: February 26, 2018 and in accordance with the Professional Services Agreement between Alta Planning + Design, Inc. and Piedmont Triad Regional Council (SUBCONSULTANT), dated March 13, 2018, this Work Order describes the Services, Schedule, and Payment Conditions for SUBCONSULTANT Services on the Project known as:

00-2018-037-High Point NC MPO Regional Bicycle Plan

PRIME CONSULTANT Authorized Representative	SUBCONSULTANT Authorized Representative
Jason Reyes	Jesse Day
Alta Planning + Design, Inc. 711 SE Grand Avenue Portland, Oregon 97214	Piedmont Triad Regional Council 1398 Carrollton Crossing Drive Kernersville NC 27284
Email: Jasonreyes@altaplanning.com	Email: jday@ptrc.org
Telephone: 503 230 9862	Telephone: 336.904.0300

SERVICES. The Services shall be described in Exhibit A to this Work Order.

SCHEDULE. The Estimated Schedule shall be set forth in Exhibit B to this Work Order. Because of the uncertainties inherent in the Services, Schedules are estimated and are subject to revision unless otherwise specifically described herein.

PAYMENT & INVOICES. Charges shall be a fee not to exceed \$ 5,500, in accordance with the Schedule of Fees and Charges attached to this Work Order as Exhibit C.

This Work Order is a:

Lump Sum contract: Invoices will be submitted monthly showing current percent complete of each task.

TERMS AND CONDITIONS. The terms and conditions of the Professional Services Agreement referenced above shall apply to this Work Order, except as expressly modified herein.

ACCEPTANCE of the terms of this Work Order is acknowledged by the following signatures of the Authorized Contracting Authority.

Alta Planning + Design, Inc.

Piedmont Triad Regional Council

Matt Hayes

Signature
Matt Hayes (Mar 26, 2018)

Matt Hayes, Vice President, as duly authorized

Signature

Matthew Dolge /Title Executive Director Piedmont Triad Regional Council



Date of Signature

Date of Signature

ACTION ITEM 3 CONTINUED

00-2018-037-High Point NC MPO Regional Bicycle Plan
Piedmont Triad Regional Council

Work Order #1
March 13, 2018

Exhibit A Services

Subconsultant to support development of the draft plan by:

Sharing GIS data that the PTRC already has on file for the study area

Assisting with outreach related to the draft plan, including handing out project information cards at festivals and events that the PTRC is already attending in 2018 (including but not limited to Everybody's Day -Thomasville, Lexington BBQ Festival, Multi-Cultural Festival – Lexington, Bush Hill Festival – Archdale, Coltrane Jazz Fest – High Point, EB Fest – High Point).

Using existing contacts in the region to help promote the plan generally, and to encourage participation in the public comment form specifically; this could be in the form of word-of-mouth, mass-email, targeted email, promotion during regional meetings the PTRC is already attending, and through social media.

Attending and participating in at least one Steering Committee meeting leading up to the draft plan.

Reviewing Alta's existing conditions analysis and Alta's draft plan, specifically (but not limited to) providing critical feedback on Alta's draft maps, project cut-sheets, and action steps.

Exhibit B Estimated Schedule

SUBCONSULTANT shall commence work on or around April 1, 2018 and proceed toward completion of deliverables in a timely and diligent manner until around December 31, 2018 as directed by PRIME CONSULTANT and as outlined in the Prime Agreement.

Exhibit C Schedule of Fees and Charges Lump Sum/Percent Complete, not to exceed \$ 5,500

Task	Fee
Task 1	\$ 5,500
Total	\$ 5,500

ACTION ITEM 3 CONTINUED



March 28, 2018

Mr. Bill Bruce, AICP
Interim Town Manager
Town of Oak Ridge
PO Box 374
Oak Ridge, NC 27310

Dear Bill:

Thank you for asking the Piedmont Triad Regional Council to provide a proposal for assisting the Town of Oak Ridge in developing the ***Oak Ridge Streetscape Vision Plan***. The plan will propose a coordinated design for street lighting, landscaping/planters, sidewalk and crosswalk design, safety enhancements, and other community priorities that will emerge during plan preparation. In addition, the vision plan will also recommend aesthetic improvements to an intersection project currently being designed by NCDOT (R-5725). The primary corridors for analysis will include NC 150 and NC 68 in the Town Core.

The plan will help the Oak Ridge community continue to improve health and fitness, reduce traffic congestion, improve air quality, increase bicycle and pedestrian safety, and help provide a safe and friendly environment along Oak Ridge's main corridors. When done correctly, investment in a corridor's streetscape nurtures the public's attachment to the Oak Ridge community. This investment in turn has a multiplying effect by catalyzing private sector investment; promoting innovation and job creation; improving physical, psychological, and social health; providing public spaces for residents and visitors of all ages and abilities; and enhancing the local natural and built environment.

A proposed timeline and work plan is included below:

1. Document Existing Conditions:
 - Collect traffic counts and crash data
 - Map multi-modal network
 - Determine available parking
 - Gather relevant demographic information
 - Develop a land-use and historic property inventory
 - Conduct policy and ordinance review (e.g. Historic District Design Guidelines and the Scenic Corridor Overlay Zone)
 - Develop summary report of existing conditions
2. Educate and Survey Community Needs:
 - Educate the public online and through in-person meetings and workshops
 - Conduct needs survey
 - Evaluate priorities and areas of concern
 - Conduct community demonstration events
 - Develop summary report of community needs

ACTION ITEM 3 CONTINUED

3. Complete Proposed Facilities:
 - Organize streetscape vision and design recommendations
 - Update pedestrian and bicycle network maps
 - Compile priority project summaries
 - Illustrate recommended street cross-sections
4. Implementation Plan:
 - Identify resources to achieve plan goals
 - Compile list for implementation and identify potential funding sources
5. Report Update and Adoption:
 - Finalize plan chapters and appendices
 - Present to Town board for adoption

Task 1: Document Existing Conditions (\$2,500)

The existing conditions map updates will include 1) Existing Pedestrian Network Map and 2) Existing Bicycle Network map. In addition, transportation networks and available parking will be mapped. Other relevant information such as car ownership, travel commute patterns, crosswalks, activity centers, crash data, traffic volumes, available parking, and other relevant information will also be included.

- *Deliverables: Traffic counts and crash data; multi-modal network map(s); parking inventory map; demographic information; land-use and historic property inventory map(s); and policy and ordinance review report. Primary Staff: Malinda Ford, Kelly Larkins, Anna Leonard.*

Task 2: Educate and Survey Community Needs (\$6,500)

An online and paper survey will be developed to identify areas of concern, interest and opportunity for the streetscape corridor. Physical or perceptible barriers to walking and bicycling will also be included in the survey. Distribution will be done through social media, newspaper notice, physical drops at key locations, and public events. Public input may include design charrettes, guerrilla marketing, and tabling at community events. Walkability audits with elected officials and the steering committee will be used as an educational tool to survey needs and existing conditions. A public meeting will be held to verify community needs and allow for public input.

- *Deliverables: Survey tool and summary report, facilitation of: one (1) public meeting, two (2) stakeholder meetings, two (2) community events, survey summary and public meeting notes. Primary Staff: Jesse Day, Kelly Larkins, Elizabeth Jernigan, Anna Leonard.*

Task 3: Complete Streetscape Vision Plan (\$7,500)

The Streetscape Vision Plan will reflect community desires and interests identified in the surveys and public meeting input. These will be presented to the steering committee for verification and approval. Visual renderings of proposed streetscapes will be provided. High priority corridors will include conceptual future cross sections (e.g. complete streets) to reflect desired facilities and roadway configuration to accommodate desired facility improvements.

- *Deliverables: 1) List of streetscape recommendations; 2) Proposed streetscape vision map and rendering; 3) Priority project summaries; 4) Recommended cross-sections; Primary Staff: Elizabeth Jernigan, Malinda Ford, Kelly Larkins, Anna Leonard.*

Task 4: Implementation Plan (\$4,500)

The implementation plan will consist of key action items and partners necessary to implement plan goals and projects. Information in the plan will be formatted to be easily understood by members of the public; and also allow Town staff to seek public and private grant support for projects.

- *Deliverables: Implementation Plan. Primary Staff: Elizabeth Jernigan, Kelly Larkins, Anna Leonard.*

ACTION ITEM 3 CONTINUED

Task 5: Report Update and Adoption (\$3,500)

The report document will include final survey information, maps, tables, implementation suggestions and other information compiled through the planning process. Once the streetscape plan has been viewed and approved by the steering committee, the final plan will be presented to the Historic Preservation Commissioner, Planning and Zoning Board and the Town board for adoption.

- *Deliverables: Final Plan and Board Presentation. Primary Staff: Jesse Day, Elizabeth Jernigan, Kelly Larkins, Anna Leonard.*

The estimated cost to complete the plan update is **\$24,750**, which includes \$250 travel allowance for trips to Oak Ridge, NCDOT Division 7 and NCDOT headquarters, if necessary. If the Town concurs with the project as described herein, please sign both copies of this contract letter and return one copy to me for our records. If you need more details or more information, please do not hesitate to contact me at (336) 904-0300. We are prepared to begin work in January 2018, and look forward to the opportunity to work with you and your staff, in serving the citizens of Oak Ridge.

Sincerely,



Jesse Day, AICP
Planning Director

Mr. Bill Bruce, Interim Town Manager

Date

This instrument has been pre-audited in the manner required by the Local Governmental Budget and Fiscal Control Act.

Piedmont Triad Regional Council (PTRC) shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if PTRC utilizes a subcontractor, PTRC shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

ACTION ITEM 3 CONTINUED

Attachment A - Proposed Work Plan and Timeline

Town of Oak Ridge Streetscape Vision Plan Proposed Work Plan and Timeline											
Task #	Task Description	Month									
		1	2	3	4	5	6	7	8	9	
1	Document Existing Conditions	■		▲							
2	Educate and Survey Community Needs										
	Stakeholder Meetings (2), Public Meeting (1), Community Events (2)		★	★	▲	▲	★	▲	▲		
3	Complete Streetscape Vision Plan			■				▲			
4	Implementation Plan							■		▲	
5	Report Update and Adoption								■		★
	★ Stakeholder Meeting										
	★ Public Meeting										
	▲ Community Event										
	▲ Deliverable										

ACTION ITEM 4

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

TO: PTRC Executive Committee
FROM: Michael Blair, Housing Director
DATE: April 4, 2018
RE: Housing Choice Voucher Annual Plan approval and submittal

Annually we are required by HUD to submit our Annual Plan for our Housing Choice Voucher Program. We are currently at 784 voucher holders in four counties, Davie, Stokes, Surry and Yadkin Counties. This is our highest number of vouchers held to date. We were just notified late last week that there will be an increase in the allotment of funds, however we have not be notified of the actual amount. This comes after several years of decreased funding. Our hope is that the amount granted will cover the current voucher holders as well as add additional program participants.

ACTION REQUESTED:

The PTRC Housing Department is requesting approval from the board to move forward with approving and submitting the Housing Choice Voucher annual plan for continued funding.

ACTION ITEM 5

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

TO: PTRC Executive Committee
FROM: Michael Blair, Housing Director
DATE: April 4, 2018
RE: NCHFA ESFRLP18 approval and Post Approval Documentation

The North Carolina Housing Finance Agency has awarded PTRC six grants as applied for in the ESFRLP18 grant cycle. The PTRC Housing Department Staff requests Board approval to move forward with the PTRC completing the post approval documentation to finalize acceptance of the grants. As a reminder the grants that were awarded are funds for Alamance, Ashe, Montgomery, Surry, Rockingham and Wilkes Counties totaling \$1,050,000.00 allocated (\$175,000 per county) with access to a \$2.5 million loan pool once five units are complete in each county.

This brings the PTRC Housing Department's successful grant awards to twelve counties currently, with three of the recent awards being new counties served by the PTRC.

The new award counties (Ashe, Montgomery and Wilkes) are counties with low production from previous grant recipients and the NCHFA had encouraged the PTRC to apply.

The grants are set up on a loan pool system, so once the initial five units are completed, the PTRC can continue to apply for funding for homes until the funding supply is depleted. As an example, in the current grant cycle for Rockingham, PTRC committed to completing three units for \$175,000 and will close out the grant cycle with fourteen units completed totaling \$787,530 in home repairs for residents of the county.

ACTION REQUESTED:

The PTRC Housing Department is requesting approval from the board to move forward with completing the post approval documentation needed to accept the NCHFA ESFRLP18 grants

ACTION ITEM 6

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

TO: PTRC Executive Committee
FROM: Blair Barton-Percival, Director, Area Agency on Aging
DATE: April 4, 2018
RE: Request authorization to enter into an amended contract with the North Carolina Division of Aging and Adult Services in the amount of \$45,000 for an extended contract period of July 1, 2018 – December 31, 2018.

Federal funding has been available to help residents in skilled nursing facilities receiving Medicaid, transition to community living. This process requires a Local Contact Agency (Certified Options Counselor) to respond to a resident's request to discuss with the resident the possibility of leaving the facility and return to live in the community and receive supportive services.

This program has been ongoing for the last seven years. The funding for this program is set to expire or change in December 2018. The program is undergoing a statewide review and received an extension through the end of the calendar year.

ACTION REQUESTED:

Request authorization to enter into an amended contract with the North Carolina Division of Aging and Adult Services in the amount of \$45,000 for an extended contract period of July 1, 2018 – December 31, 2018.

ACTION ITEM 7

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

TO: PTRC Executive Committee
FROM: Blair Barton-Percival, Director, Area Agency on Aging
DATE: April 4, 2018
RE: Request authorization to enter into contract with the North Carolina Department of Insurance for Medicare Improvements for Patients and Providers Act 2008, (MIPPA) funding in the amount of \$65,138 for the period October 1, 2017 – September 30, 2018.

Area Agencies on Aging (AAA) across North Carolina are working with Senior Health Insurance Information Programs (SHIIP) to outreach to older adults and individuals who have mental or physical disabilities who are eligible for Low Income Subsidized Medicare benefits. The PTRC Area Agency on Aging has received \$65,138 to assist the NC SHIIP with this process.

This allocation will allow AAA staff the resources to identify potential beneficiaries through our aging network by providing training and coordinating events for volunteers to more effectively target potential recipients in local communities. The PTRC AAA will host several county efforts, in partnership with local SHIIP Coordinators, targeting pharmacists, county agencies, and other professionals to help raise awareness and educate communities regarding the available assistance. We will market the Low Income Subsidy benefits in areas frequented by seniors.

ACTION REQUESTED:

Request for authorization to enter into contract for \$65,138 with the North Carolina Department of Insurance for Medicare Improvements for Patients and Providers Act 2008, (MIPPA) funding for the period October 1, 2017 – September 30, 2018.

ACTION ITEM 8

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Cameron Colvin, Regional Planner I
DATE: April 4th, 2018
RE: Authorization to apply to the Duke Energy Water Resources Fund to support stream cleanups and educational programming throughout the region

The PTRC Planning Department is seeking approval to apply to the Duke Energy Water Resources Fund to support stream cleanups and educational programming throughout the region as part of its Stormwater SMART program offerings. PTRC's Stormwater SMART program was established to assist local governments in meeting and exceeding their stormwater outreach and education requirements under the National Pollutant Discharge Elimination System (NPDES) permitting program and regularly provides hands-on learning opportunities for groups of all ages.

Duke Energy Water Resources funding would be used to support the purchase of canoes, kayaks, and water quality sampling equipment to facilitate paddle cleanups and on-the-water learning labs where participants have the opportunity to learn water quality sampling techniques. Funding would also help support six (6) paddle cleanups throughout the region to kick-start this new program offering. The proposed scope of work is valued at up to \$20,000.

The Duke Energy Water Resources Fund is made available on a bi-annual basis for projects that address water quality or quantity issues, including outreach and education initiatives. Proposals for this upcoming cycle are due by April 30th, 2018, however, only the first fifty (50) applicants will be considered for funding. Duke Energy Water Resource Funds are unable to be used for salaries and other operating/administrative costs. Therefore, all Stormwater SMART staff time spent coordinating and facilitating cleanups will be used as in-kind match to increase grant competitiveness. Stormwater SMART staff salaries are supported by separate member government dues. Funding will also be leveraged through a small endowment that was donated to support water quality projects along the Yadkin River and AmeriCorps staff support. Other in-kind match will be provided by local project partners, including local non-profits, schools, and member governments.

ACTION REQUESTED:

The PTRC Planning Department requests authorization to apply for Duke Energy Water Resources funding totaling up to \$20,000.

INFORMATIONAL ITEM



DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF INTERNAL AUDITOR
RISK MITIGATION AND AUDIT MONITORING

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

DAVID A. KING
DIRECTOR

February 5, 2018

Matthew Dolge, Executive Director
Piedmont Triad Regional Council of Governments
1398 Carrollton Crossing Drive
Kernersville, NC 27284

Dear Mr. Dolge:

We received the Single Audit Report of Piedmont Triad Regional Council of Governments for the Fiscal Year Ended June 30, 2017, which has been accepted by the Secretary of the Local Government Commission.

The Auditor's Reports on Compliance, Internal Control, and/or Schedule of Findings and Questioned Costs did not disclose any instances of noncompliance with laws and regulations for which the Department of Health and Human Services is responsible for resolution. Accordingly, no Corrective Action Plan is necessary and resolution of this audit is closed with respect to programs of financial assistance administered by the Department of Health and Human Services. If you have any questions, please contact Tabitha Mbaka via email at Tabitha.Mbaka@dhhs.nc.gov, or by phone at (919) 527-6846.

Sincerely,

MANDY COHEN, MD, MPH
SECRETARY

Lisa Allnutt, CIA, CISA
Senior Manager – Risk Mitigation and Audit Monitoring

Name

cc: Steve Yokeley (Chairperson, Board of Commissioners)
Robin Shelton (Finance Officer)
Jennifer Powell (DAAS Lead Monitor)
Wayne Mixon (DAAS Budget Officer)
Suzanne Merrill (DAAS Division Director)

Meeting Dates 2018

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 7, 2018	February 21, 2018 -cancelled
March 7, 2018	March - none
April 4, 2018	April 18, 2018
May 2, 2018	May - none
June 6, 2018	June 20, 2018
July - none	July - none
August 1, 2018	August 15, 2018
September 5, 2018	September - none
October 3, 2018	October 17, 2018
November 7, 2018	November - none
December 5, 2018	December 19, 2018