

Diane Cox  
Executive Director

## MEMORANDUM

**Member  
Governments**

**COUNTIES**

Franklin  
Granville  
Person  
Vance  
Warren

**MUNICIPALITIES**

Bunn  
Butner  
Creedmoor  
Franklinton  
Henderson  
Kittrell  
Louisburg  
Macon  
Middleburg  
Norlina  
Oxford  
Roxboro  
Stem  
Stovall  
Warrenton  
Youngsville

TO: COG Board of Directors, Ex-Officio Members, Chairpersons, Managers  
And Economic Development Directors

FROM: Quon Bridges, Chairman *Quon/gp*

SUBJECT: **COG BOARD MEETING – October 26, 2017**  
**Kerr-Tar Regional COG Office**  
**1724 Graham Avenue, Henderson, NC 27536**

DATE: October 18, 2017

The COG Board of Directors will meet on Thursday evening October 26<sup>th</sup>, 2017 at the **Kerr-Tar COG office, located at 1724 Graham Avenue, Henderson, NC 27536.** The Meet and Greet will start at 6:30 P.M. with the Dinner, Public Hearing and Business Session following at 7:00 PM.

The minutes from our August 24th meetings are enclosed for KTCOG Board Members to review prior to the meeting. You will also find our Finance Report to review prior to the meeting.

**Major Dennis Wooten of the Nash County Sheriff's Department will be addressing the group in regards to Treatment for Opioid Use Disorders. He is currently assigned to a statewide learning lab that is hosted by the National Governor's Association that are designated to expand treatment for opioid use disorder for justice involved populations.**

**Please RSVP by calling 252-436-2040 or toll free at 866-506-6223 with your response. We must guarantee a headcount with the caterer. Or you may email your rsvp to [gparham@kerrtarcog.org](mailto:gparham@kerrtarcog.org) by Noon on Monday, October 23.**

It is a requirement that we have a quorum for each meeting so business items on the Agenda may be reviewed and approved by the KTCOG Board of Directors. We encourage you to actively participate as a Board Member or have your designated alternate attend in your absence.

cc: Sheriffs and Police Chiefs

QB:gp

**Kerr-Tar Regional Council of Governments**  
**1724 Graham Avenue**  
**Henderson, NC 27536**  
**October 26, 2017**  
**7:00 PM**

**AGENDA**

<b>Time</b>	<b>Agenda Item</b>	<b>Participant</b>
7:00 PM	INVOCATION	Danny Wright
7-7:25 PM	DINNER	
7:30 PM	PUBLIC HEARING – 5310 Grant Request	Diane Cox
7:35 PM	CALL TO ORDER	Chairman Bridges
7:40 PM	WELCOME GUESTS	Chairman Bridges
7:45 PM	APPROVAL OF MINUTES (Board and Executive Committee Minutes of <i>August 24, 2017</i> )	Chairman Bridges
7:50 PM	NEW BUSINESS <ul style="list-style-type: none"><li>• Finance Report</li><li>• NC DOT 5310 Grant Resolution</li><li>• Executive Director’s Report</li></ul>	Donna Lee Diane Cox Diane Cox
8:00 PM	Learning Lab on Opioid Disorders	Major Dennis Wooten Nash County Sheriff’s Dept
8:20 PM	QUESTIONS	
8:25 PM	PUBLIC COMMENTS & ANNOUNCEMENTS	Chairman Bridges
8:30 PM	ADJOURNMENT	Chairman Bridges

# KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS

## Executive Committee

August 24, 2017

### Members Present

John Alston  
Jimmy Clayton  
Walter Gardner  
Joe Shearon

Quon Bridges  
Henry Daniel  
Zelodis Jay  
David Smith

### COG Staff:

Diane Cox  
Donna Lee  
Gina Parham

### Others:

### Call to Order

Vice Chairman Bridges called the meeting to order in the absence of Chairman Richardson. He then turned the meeting over to Executive Director, Diane Cox for discussion.

### Position Classification Changes

Diane advised that in the budget for the this year the Board had previously approved a Full Time Project Manager position where 70% of the salary would be paid by Aging and 30% by Planning along with a Part Time Planner working 20 hours that would be funded by EDA and RPO.

Since obtaining that approval, the Project Manager at the COG resigned to take a job closer to home in Wake Forest and the COG has received additional CFAT funding in the amount of \$23,000 that was not originally anticipated.

Diane requested approval to use the additional funding so a Full Time Planner could be hired and paid with funds from CFAT, EDA and RPO and change the Project Manager to Part Time with funding coming from Aging and this individual would work on Aging, marketing and Senior Games. She further stated that funding was in place to handle these position changes.

### Position Changes

#### Motion # 1

Motion was made by Jimmy Clayton to approve the changes as requested. Walter Gardner seconded the motion. The motion carried unanimously.

## Other Business

Diane advised the members that the auditors had been in recently to audit the RPO Program and the monitor has questioned the Kerr Tar Travel policy and reimbursements paid for RPO travel. It seems that there should be a different rate paid for RPO travel reimbursements and if this is the case then we will have to review and possibly change the Kerr Tar Travel Policy as all employees should be reimbursed in the same manner.

There being no further business, the meeting adjourned.

Sincerely,

A handwritten signature in cursive script that reads "Patricia S. Cox". The signature is written in black ink and is positioned above the typed name.

Patricia S. Cox, Executive Director  
Secretary to the Board of Directors

**Minutes**  
**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS**  
**Kerr-Tar COG Office**  
**August 24, 2017**

**Members Present**

John Alston  
Quon Bridges  
Jimmy Clayton  
Kevin Easter  
Walter Gardner  
Zelodis Jay  
Gary Plummer  
Joe Shearon  
Archer Wilkins

Mary Anderson  
Harry Mills Alternate for Pete Averette  
Henry Daniel  
Carolyn Faines  
Carroll Harris  
Kenneth Perry  
Jennifer Pierce  
David Smith  
Michael Williford

**Absent Members:**

Wayne Aycok  
Junious Debnam  
Eddie Ellington  
Tommy Hester  
Jerry Joyner  
Brad Kearney  
Barry Richardson  
Connee White

Francine Chavis  
Sidney Dunston  
Fonzie Flowers  
Linda Jordon  
Dazale Kearney  
Bryan Pfohl  
Marsha Strawbridge

**COG Staff:**

Diane Cox  
Donna Lee  
Vincent Gilreath  
Lou Grillo  
Deborah Cozart  
Jillian Hardin  
Michael Kelly  
Gina Parham

**Others:**

Hassan Kingsberry – Attorney Warren County  
Mrs. Kingsberry  
Walter Powell – Warren County  
Jim Wrenn  
David Pavlus – Town of Stem (Meeting Only)  
Ken Bowman – Warren County EDC

**Invocation**

Vice Chairman Bridges asked Board Member, David Smith to provide the invocation prior to dinner.

**Call to Order**

Vice Chairman Bridges called the Kerr Tar Board meeting to order and welcomed the guests.

**Minutes**

Chairman asked for the pleasure of the Board in regards to the Minutes of June 22, 2017 meeting that had been previously sent to all members for review.

## **Minutes**

### **Motion # 1**

David Smith made a motion to accept the Minutes as written. Archer Wilkins seconded the motion and the motion carried unanimously.

## **NEW BUSINESS**

### **SLATE OF OFFICERS**

Chairman of the Nominating Committee, Mayor Walter Gardner reported that he, Linda Jordon, Danny Wright and Kenneth Perry met on August 8<sup>th</sup> and they present their recommendation for COG Board Officers for FY 2017/2018 as:

Chairman – Quon Bridges, Commissioner with City of Oxford  
Vice Chairman – Jimmy Clayton, Commissioner with Person County and  
Treasurer – Sidney Dunston, Commissioner with Franklin County

### **Slate of Officers**

#### **Motion # 2**

Motion was made by Kevin Easter to accept the recommendation of the Nominating Committee for COG Board Officers for FY 2017/2018. Archer Wilkins seconded the motion. The motion carried unanimously.

## **FINANCE REPORT**

Donna Lee asked members to pull the June Year end Finance Report out for review. She stated that Danny Wright had reviewed and approved the report prior to submission to the Board. She reviewed the Finance Report in detail by Fund and offered to answer any questions. She also stated that she had added End of Month bank account balances on the report.

(INSERT FINANCE REPORT HERE)

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS												
JUNE, 2017												
	EXPENDITURE			YTD EXPEND	EXPENDITURE BALANCE		REVENUE BUDGET	YTD RECEIVED	ACCOUNTS RECEIVABLE	ASSESSMENTS		
	BUDGET					LOCAL MATCH				TOTAL REVENUES	Gain/(LOSS)	
<b>GENERAL FUND - 10</b>												
KTREDC	\$ 53,000	\$ 52,990.92	\$ 9.08	\$ 53,000	\$ 52,994.23	\$ -	\$ 53,000	\$ 52,994.23	\$ -	\$ 41,380	\$ 52,994.23	\$ 3.31
EDA Planning	\$ 105,000	\$ 103,449.70	\$ 1,550.30	\$ 63,000	\$ 63,000.00	\$ -	\$ 63,000	\$ 63,000.00	\$ -	\$ -	\$ 104,379.88	\$ 930.18
Revolving Loan Fund	\$ 25,000	\$ 15,924.22	\$ 9,075.78	\$ 25,000	\$ 15,924.22	\$ -	\$ 25,000	\$ 15,924.22	\$ -	\$ -	\$ 15,924.22	\$ -
Micro Loan Fund	\$ 5,000	\$ 2,920.00	\$ 2,080.00	\$ 5,000	\$ 2,920.00	\$ -	\$ 5,000	\$ 2,920.00	\$ -	\$ -	\$ 2,920.00	\$ -
Rural Transportation	\$ 121,031	\$ 109,509.92	\$ 11,521.08	\$ 96,825	\$ 59,842.59	\$ 27,779.28	\$ 96,825	\$ 59,842.59	\$ 27,779.28	\$ 21,902	\$ 109,523.85	\$ 13.93
Water Quality	\$ 2,218	\$ -	\$ 2,218.00	\$ 2,218	\$ -	\$ -	\$ 2,218	\$ -	\$ -	\$ -	\$ -	\$ -
CFAT	\$ 28,125	\$ 19,990.70	\$ 8,134.30	\$ 22,500	\$ 15,992.86	\$ -	\$ 22,500	\$ 15,992.86	\$ -	\$ 3,998	\$ 19,991.00	\$ 0.30
Mobility Manager	\$ 92,455	\$ 64,389.27	\$ 28,065.73	\$ 83,200	\$ 57,951.00	\$ -	\$ 83,200	\$ 57,951.00	\$ -	\$ 6,439	\$ 64,389.93	\$ 0.66
Bunn Zoning	\$ 5,000	\$ 7,798.71	\$ (2,798.71)	\$ 5,000	\$ 7,799.67	\$ -	\$ 5,000	\$ 7,799.67	\$ -	\$ -	\$ 7,799.67	\$ 0.96
City of Henderson	\$ 5,000	\$ 2,905.00	\$ 2,095.00	\$ 5,000	\$ 5,000.00	\$ -	\$ 5,000	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ 2,095.00
Franklin Co Bldg Reuse NS	\$ 3,750	\$ 2,030.00	\$ 1,720.00	\$ 3,750	\$ 3,750.00	\$ -	\$ 3,750	\$ 3,750.00	\$ -	\$ -	\$ 3,750.00	\$ 1,720.00
Franklin Co Bldg Re-use KF	\$ 15,000	\$ -	\$ 15,000.00	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
Vance Co Broadband	\$ 5,000	\$ 1,306.00	\$ 3,694.00	\$ 5,000	\$ 1,306.00	\$ -	\$ 5,000	\$ 1,306.00	\$ -	\$ -	\$ 1,306.00	\$ -
SEED grant for SET	\$ 5,000	\$ 5,000.00	\$ -	\$ 5,000	\$ 5,000.00	\$ -	\$ 5,000	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -
Warrenton Bldg Re-use	\$ 2,500	\$ 2,500.00	\$ -	\$ 2,500	\$ 2,500.00	\$ -	\$ 2,500	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -
Aging - Planning & Admin	\$ 183,111	\$ 179,856.95	\$ 3,254.05	\$ 144,859	\$ 144,857.00	\$ -	\$ 144,859	\$ 144,857.00	\$ -	\$ 37,572	\$ 182,429.12	\$ 2,572.17
Aging - Ombudsman	\$ 117,968	\$ 117,960.02	\$ 7.98	\$ 106,171	\$ 106,169.00	\$ -	\$ 106,171	\$ 106,169.00	\$ -	\$ 11,796	\$ 117,965.00	\$ 4.98
Aging - Elder Abuse	\$ 4,748	\$ 4,744.02	\$ 3.98	\$ 4,273	\$ 4,272.00	\$ -	\$ 4,273	\$ 4,272.00	\$ -	\$ 474	\$ 4,746.40	\$ 2.38
Aging - Evidence Based	\$ 26,174	\$ 24,556.27	\$ 1,617.73	\$ 23,557	\$ 23,555.00	\$ -	\$ 23,557	\$ 23,555.00	\$ -	\$ 2,456	\$ 26,010.63	\$ 1,454.36
Aging - AAA	\$ 48,263	\$ 48,262.56	\$ 0.44	\$ 48,263	\$ 48,262.00	\$ -	\$ 48,263	\$ 48,262.00	\$ -	\$ -	\$ 48,262.00	\$ (0.56)
Aging - Medicare SHIP	\$ 7,000	\$ 6,793.61	\$ 206.39	\$ 5,500	\$ 5,500.00	\$ -	\$ 5,500	\$ 5,500.00	\$ -	\$ 1,359	\$ 6,858.72	\$ 65.11
Aging - MIPPA	\$ 16,519	\$ 10,760.19	\$ 5,758.81	\$ 16,519	\$ 15,452.00	\$ -	\$ 16,519	\$ 15,452.00	\$ -	\$ -	\$ 15,452.00	\$ 4,691.81
Aging - Caregiver	\$ 102,000	\$ 101,980.51	\$ 19.49	\$ 102,000	\$ 102,825.00	\$ -	\$ 102,000	\$ 102,825.00	\$ -	\$ -	\$ 102,825.00	\$ 844.49
Aging - NCDOT Project	\$ 300,000	\$ 297,372.08	\$ 2,627.92	\$ 300,000	\$ 297,364.26	\$ -	\$ 300,000	\$ 297,364.26	\$ -	\$ -	\$ 297,364.26	\$ (7.82)
Aging - LCA	\$ 30,000	\$ 28,497.42	\$ 1,502.58	\$ 30,000	\$ 28,597.85	\$ -	\$ 30,000	\$ 28,597.85	\$ -	\$ -	\$ 28,597.85	\$ 100.43
Aging - Triangle North HC	\$ 5,470	\$ 5,452.63	\$ 17.37	\$ 5,470	\$ 5,470.00	\$ -	\$ 5,470	\$ 5,470.00	\$ -	\$ -	\$ 5,470.00	\$ 17.37
Aging - Tri.North HC RGP	\$ 2,500	\$ 1,609.19	\$ 890.81	\$ 2,500	\$ 2,500.00	\$ -	\$ 2,500	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ 890.81
Aging - Senior Games	\$ 7,500	\$ 5,130.34	\$ 2,369.66	\$ 7,500	\$ 5,132.25	\$ -	\$ 7,500	\$ 5,132.25	\$ -	\$ -	\$ 5,132.25	\$ 1.91
WIOA - Adult	\$ 160,443	\$ 143,852.72	\$ 16,590.28	\$ 160,443	\$ 144,039.22	\$ -	\$ 160,443	\$ 144,039.22	\$ -	\$ -	\$ 144,039.22	\$ 186.50
WIOA - Youth	\$ 125,843	\$ 124,604.06	\$ 1,238.94	\$ 125,843	\$ 124,617.95	\$ -	\$ 125,843	\$ 124,617.95	\$ -	\$ -	\$ 124,617.95	\$ 13.89
WIOA - Dislocated Worker	\$ 141,896	\$ 121,967.71	\$ 19,928.29	\$ 141,896	\$ 122,173.30	\$ -	\$ 141,896	\$ 122,173.30	\$ -	\$ -	\$ 122,173.30	\$ 205.59
WIOA - Admin	\$ 204,179	\$ 136,090.63	\$ 68,088.37	\$ 204,179	\$ 136,107.76	\$ -	\$ 204,179	\$ 136,107.76	\$ -	\$ -	\$ 136,107.76	\$ 17.13
WIOA - NEG OJT	\$ 21,128	\$ 21,101.67	\$ 26.33	\$ 21,128	\$ 21,101.67	\$ -	\$ 21,128	\$ 21,101.67	\$ -	\$ -	\$ 21,101.67	\$ -
WIOA - Career Pathways	\$ 10,980	\$ 10,967.72	\$ 12.28	\$ 10,980	\$ 10,967.72	\$ -	\$ 10,980	\$ 10,967.72	\$ -	\$ -	\$ 10,967.72	\$ -

WIOA - Career Path Impl	\$ 57,100	\$ 53,729.94	\$ 3,370.06	\$ 57,100	\$ 53,742.68	\$ -	\$ 53,742.68	\$ 12.74
Granville Co SFR	\$ 175,000	\$ 7,464.24	\$ 167,535.76	\$ 175,000	\$ 5,637.00	\$ 1,827.24	\$ 7,464.24	\$ -
Franklin Co SFR	\$ 175,000	\$ 5,123.01	\$ 169,876.99	\$ 175,000	\$ 1,712.00	\$ 3,411.01	\$ 5,123.01	\$ -
Vance Co NSP	\$ 5,000	\$ 4,859.00	\$ 141.00	\$ 5,000	\$ 4,859.00	\$ -	\$ 4,859.00	\$ -
Person County SFR	\$ 175,000	\$ -	\$ 175,000.00	\$ 175,000	\$ -	\$ -	\$ -	\$ -
Vance County SFR	\$ 175,000	\$ -	\$ 175,000.00	\$ 175,000	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 8,733	\$ -	\$ 8,733.00	\$ 12,000	\$ 19,890.68	\$ -	\$ 19,890.68	\$ 19,890.68
Bank Interest	\$ -	\$ -	\$ -	\$ 300	\$ 2,358.12	\$ -	\$ 2,358.12	\$ 2,358.12
Annual Meeting	\$ -	\$ -	\$ -	\$ -	\$ 332.69	\$ -	\$ 332.69	\$ 332.69
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 2,759,634</b>	<b>\$ 1,853,450.93</b>	<b>\$ 906,183.07</b>	<b>\$ 2,627,474</b>	<b>\$ 1,731,476.72</b>	<b>\$ 33,017.53</b>	<b>\$ 127,376</b>	<b>\$ 38,419.12</b>
<b>AGING FUND - 11</b>								
Aging - Block Grant	\$ 1,821,947	\$ 1,821,664.00	\$ 283.00	\$ 1,821,947	\$ 1,821,664.00	\$ -	\$ 1,821,664.00	\$ -
Aging - NSIP	\$ -	\$ 83,452.00	\$ (83,452.00)	\$ 9,205	\$ 83,452.00	\$ -	\$ 83,452.00	\$ -
Aging - Legal	\$ 9,205	\$ 9,206.00	\$ (1.00)	\$ 9,205	\$ 9,206.00	\$ -	\$ 9,206.00	\$ -
Aging - General Purpose	\$ 72,505	\$ 71,884.00	\$ 621.00	\$ 72,505	\$ 71,884.00	\$ -	\$ 71,884.00	\$ -
Aging - Fans	\$ 3,261	\$ 3,261.00	\$ -	\$ 3,261	\$ 3,261.00	\$ -	\$ 3,261.00	\$ -
Aging - Caregiver	\$ 41,912	\$ 41,912.00	\$ -	\$ 41,912	\$ 41,912.00	\$ -	\$ 41,912.00	\$ -
<b>TOTALS</b>	<b>\$ 1,948,830</b>	<b>\$ 2,031,379.00</b>	<b>\$ (82,549.00)</b>	<b>\$ 1,948,830</b>	<b>\$ 2,031,379.00</b>	<b>\$ -</b>	<b>\$ 2,031,379.00</b>	<b>\$ -</b>
<b>WORKFORCE - FUND 13</b>								
WIOA Adult	\$ 701,339	\$ 652,821.75	\$ 48,517.25	\$ 701,339	\$ 652,821.75	\$ -	\$ 652,821.75	\$ -
WIOA Youth	\$ 551,000	\$ 355,145.23	\$ 195,854.77	\$ 551,000	\$ 355,145.23	\$ -	\$ 355,145.23	\$ -
WIOA Dislocated Worker	\$ 700,070	\$ 549,874.81	\$ 150,195.19	\$ 700,070	\$ 549,874.81	\$ -	\$ 549,874.81	\$ -
WIOA NEG OJT	\$ 157,422	\$ 164,067.70	\$ (6,645.70)	\$ 157,422	\$ 164,067.70	\$ -	\$ 164,067.70	\$ -
WIOA Career Path Impl	\$ 100,400	\$ 43,811.31	\$ 56,588.69	\$ 100,400	\$ 43,811.31	\$ -	\$ 43,811.31	\$ -
<b>TOTALS</b>	<b>\$ 2,210,231</b>	<b>\$ 1,765,720.80</b>	<b>\$ 444,510.20</b>	<b>\$ 2,210,231</b>	<b>\$ 1,765,720.80</b>	<b>\$ -</b>	<b>\$ 1,765,720.80</b>	<b>\$ -</b>



<b>MICRO Loan - FUND 15</b>											
Bank Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291.64
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291.64
<b>REVOLVING LOAN - FUND 20</b>											
Loans	\$ 15,000	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000	\$ 9,941.87	\$ -	\$ 9,941.87
Bank Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,232.90	\$ -	\$ 1,232.90
Bank Charges	\$ -	\$ 37.00	\$ 37.00	\$ (37.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 15,000	\$ 37.00	\$ 37.00	\$ 14,963.00	\$ -	\$ -	\$ -	\$ 15,000	\$ 1,232.90	\$ -	\$ 1,232.90
<b>ALL TOTALS</b>											
	\$ 6,933,695	\$ 5,650,587.73	\$ 1,283,107.27	\$ 6,801,535	\$ 5,530,101.06	\$ 33,017.53	\$ 127,376	\$ 5,690,494.39	\$ 38,419.12		
<b>CASH BALANCES 6/30/17</b>											
COG Operating Account	\$ 704,008.93										
RLF Account	\$ 314,566.13										
Sequestered RLF Account	\$ 467,849.52										
Micro Loan Account	\$ 68,928.85										
OPEB Account	\$ 10,036.16										
<b>TOTALS</b>	<b>\$ 1,565,389.59</b>										
<i>Donna Lee</i>											
8/15/2017											

**Finance Report June Year End  
Motion # 3**

Walter Gardner made a motion to accept the Finance Report as presented. Carroll Harris seconded the motion and the motion carried unanimously.

**BUDGET AMENDMENTS**

Donna Lee asked members to pull the Budget Amendments for Year end 16/17 to review and she explained each amendment by Fund. Donna stated that the unaudited fund balance is \$269,000 which is up \$73,000. She offered to answer any questions as well.

(INSERT BUDGET AMENDMENTS HERE)

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS  
BUDGET AMENDMENTS  
Thursday, August 24, 2017**

**FY16-17**

**FUND 10 - GENERAL FUND**

<b><u>BUDGET AMENDMENT # 22</u></b>	<b><u>A/C #</u></b>	<b><u>BUDGET</u></b>	<b><u>CHANGE</u></b>	<b><u>REQUESTED</u></b>
<b><u>BUNN ZONING</u></b>				
<b><u>EXPENDITURES</u></b>	<b><u>5015</u></b>			
Salary - Planning Director	146	1,412	1,407	2,819
Contract Services	200	1,260	0	1,260
Supplies	260	57	205	262
Travel	314	97	59	156
Fringe Benefits	690	638	414	1,052
Indirect Costs	790	1,155	419	1,574
Program Costs	795	<u>381</u>	<u>296</u>	<u>677</u>
		<b>5,000</b>	<b>2,800</b>	<b>7,800</b>
<b><u>REVENUES</u></b>	<b><u>3475</u></b>			
<b><u>BUNN ZONING</u></b>	<b>223</b>	<b>5,000</b>	<b>2,800</b>	<b>7,800</b>
This amendment represents additional costs within program.				

**FUND 11 - AGING**

<b>BUDGET AMENDMENT #4</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - NSIP</b>				
<b>EXPENDITURES</b>	<b>5131</b>			
Franklin County NSIP	601	0	13,601	13,601
Granville County NSIP	602	0	26,848	26,848
Person County NSIP	603	0	9,217	9,217
Vance County NSIP	604	0	15,284	15,284
Warren County NSIP	605	0	18,502	18,502
		<b>0</b>	<b>83,452</b>	<b>83,452</b>
<b>AGING - NSIP</b>				
<b>REVENUES</b>	<b>3513</b>			
Franklin County NSIP	040	0	13,601	13,601
Granville County NSIP	041	0	26,848	26,848
Person County NSIP	042	0	9,217	9,217
Vance County NSIP	043	0	15,284	15,284
Warren County NSIP	044	0	18,502	18,502
		<b>0</b>	<b>83,452</b>	<b>83,452</b>
This amendment reflects the actual grant funds received for 16-17.				

<b>BUDGET AMENDMENT #5</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - LEGAL</b>				
<b>EXPENDITURES</b>	<b>5200</b>			
Franklin County	601	1,570	0	1,570
Granville County	602	3,407	1	3,408
Person County	603	432	0	432
Vance County	604	3,096	0	3,096
Warren County	605	700	0	700
		<b>9,205</b>	<b>1</b>	<b>9,206</b>
<b>AGING - LEGAL</b>	<b>3515</b>			
<b>REVENUES</b>	<b>010</b>	<b>9,205</b>	<b>1</b>	<b>9,206</b>
This amendment reflects the actual grant funds received for 16-17.				

**FUND 13 - WIOA**

<b>BUDGET AMENDMENT #7</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>YOUTH</b>	<b>6870</b>			
<b>EXPENDITURES</b>				
PCC	611	<u>130,000</u>	<u>15,000</u>	<u>145,000</u>
		<b>130,000</b>	<b>15,000</b>	<b>145,000</b>
<b>REVENUES</b>	<b>3720</b>			
PCC	010	<u>130,000</u>	<u>15,000</u>	<u>145,000</u>
		<b>130,000</b>	<b>15,000</b>	<b>145,000</b>
This amendment represents additional expenses requested by PCC and approved by the WDB Board.				

<b>BUDGET AMENDMENT #8</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>NEG OJT</b>	<b>6895</b>			
<b>EXPENDITURES</b>				
EDSI	619	<u>157,422</u>	<u>13,479</u>	<u>170,901</u>
		<b>157,422</b>	<b>13,479</b>	<b>170,901</b>
<b>NEG OJT</b>				
<b>REVENUES</b>	<b>3736</b>			
EDSI	010	<u>157,422</u>	<u>13,479</u>	<u>170,901</u>
		<b>157,422</b>	<b>13,479</b>	<b>170,901</b>
This amendment represents additional allocation.				

**Budget Amendments**  
**Motion # 4**

Motion was made by Archer Wilkins to approve the Budget Amendments as presented for report ending June 30, 2017. David Smith seconded the motion. The motion carried unanimously

**Finance Report July 2017**

Donna Lee advised that most funds had not been received as they normally run 30 days behind. She then reviewed the fund balances in each category and offered to answer any questions.

Jennifer Pierce asked for COG staff to put the percentage back in the format so they could easily see the percentage of expenditures.

(Insert July Finance Report Here)









## **Finance Report July 2017**

### **Motion # 5**

Motion was made by Archer Wilkins to approve the Budget Amendments as presented. Zelodis Jay seconded the motion and the motion carried unanimously.

### **Budget Amendments July 2017**

Finance Manager, Donna Lee reviewed each Budget Amendment individually for Board Members. She offered to answer any questions. One member inquired about the legal services increase and they were informed that we received more funds from the State this year for legal services. Another member inquired regarding the decrease in Family Caregiver funding. Diane advised that Department of Aging has a new Finance Director and they determined that an incorrect funding formula had previously been used by the state to calculate this funding. It had been based on seniors that were 60 plus along with rural and poverty information. The formula should have been using 70 plus. Staff is hopeful that additional resources can be given via the HCCBG program for assistance.

(Insert Budget Amendments for FY 2017)

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS  
BUDGET AMENDMENTS  
Thursday, August 24, 2017**

FY 17-18

**FUND 10 - GENERAL FUND**

<b>BUDGET AMENDMENT # 1</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>WATER QUALITY</b>				
<b>EXPENDITURES</b>	<b>4982</b>			
Salary - Project Mgr / Marketing	147	0	850	850
Travel	314	0	417	417
Fringe Benefits	690	0	293	293
Indirect Costs	790	0	481	481
Program Costs	795	0	177	177
		<b>0</b>	<b>2,218</b>	<b>2,218</b>
<b>WATER QUALITY</b>	<b>3488</b>			
<b>REVENUES</b>	<b>010</b>	<b>0</b>	<b>2,218</b>	<b>2,218</b>
This amendment represents the carry-forward from 16-17.				

<b>BUDGET AMENDMENT # 2</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>CFAT</b>				
<b>EXPENDITURES</b>	<b>4984</b>			
Salary - Planning Director	146	4,570	4,570	9,140
Salary - Project Mgr / Marketing	147	7,689	7,689	15,378
Travel	314	1,289	1,103	2,392
Printing	341	859	16	875
Fringe Benefits	690	4,227	4,227	8,454
Indirect Costs	790	6,939	6,939	13,878
Program Costs	795	2,552	2,552	5,104
<b>TOTAL EXPENDITURES</b>		<b>28,125</b>	<b>27,096</b>	<b>55,221</b>
<b>CFAT</b>	<b>3475</b>			
<b>REVENUES</b>	<b>445</b>	<b>22,500</b>	<b>21,632</b>	<b>44,132</b>
Match allocated		5,625	5,464	11,089
<b>TOTAL REVENUES</b>		<b>28,125</b>	<b>27,096</b>	<b>55,221</b>
This amendment represents additional grant funding.				

<b>BUDGET AMENDMENT # 3</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>MOBILITY MANAGER</b>				
<b>EXPENDITURES</b>	<b>4986</b>			
Salary - Mobility Manager	151	37,740	0	37,740
Contracted Services	200	1,000	1,556	2,556
Supplies	260	1,623	0	1,623
Travel	314	3,500	500	4,000
Printing	341	1,640	1,000	2,640
Training	350	0	2,000	2,000
Advertising	370	1,528	1,000	2,528
MIS Charges	382	1,808	500	2,308
Dues & Subscriptions	491	1,372	1,000	2,372
Fringe Benefits	690	13,014	0	13,014
Indirect Costs	790	21,361	0	21,361
Program Costs	795	7,858	0	7,858
<b>TOTAL EXPENDITURES</b>		<b>92,444</b>	<b>7,556</b>	<b>100,000</b>
<b>MOBILITY MANAGER</b>	<b>3489</b>			
<b>REVENUE</b>	<b>O10</b>	<b>83,200</b>	<b>6,800</b>	<b>90,000</b>
Match Allocated		9,244	756	10,000
<b>TOTAL REVENUES</b>		<b>92,444</b>	<b>7,556</b>	<b>100,000</b>
This amendment represents additional grant funding.				

<b>BUDGET AMENDMENT # 4</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>CITY OF HENDERSON ROBCO</b>	<b>5018</b>			
<b>EXPENDITURES</b>				
Contracted Services	200	4,580	1,930	6,510
		4,580	1,930	6,510
<b>CITY OF HENDERSON ROBCO</b>	<b>3475</b>			
<b>REVENUE</b>	<b>448</b>	<b>4,580</b>	<b>1,930</b>	<b>6,510</b>
This amendment represents a new technical assistance grant.				

<b>BUDGET AMENDMENT # 5</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - P &amp; A</b>				
<b>EXPENDITURES</b>	<b>5110</b>			
Salary - Aging Director	142	53,241	0	53,241
Salary - Finance Assistant	144	2,307	0	2,307
Salary - Project Mgr / Marketing	147	12,207	0	12,207
Salary - Aging Projects Coordinator	149	2,903	0	2,903
Supplies	260	2,522	2,500	5,022
Advisory Committee	270	413	140	553
Travel	314	4,723	1,277	6,000
Printing	341	1,480	720	2,200
Advertising	370	1,063	937	2,000
MIS Charges	382	6,792	0	6,792
Dues & Subscriptions	491	3,000	0	3,000
Fringe Benefits	690	24,365	0	24,365
Indirect Costs	790	39,993	0	39,993
Program Costs	795	14,712	0	14,712
Indirect Costs - MIPPA	890	4,382	0	4,382
Program Costs - MIPPA	891	1,612	0	1,612
Indirect Costs - LCA	892	3,318	0	3,318
Program Costs - LCA	893	1,221	0	1,221
<b>TOTAL EXPENDITURES</b>		<b>180,254</b>	<b>5,574</b>	<b>185,828</b>
<b>AGING - P &amp; A</b>	<b>3510</b>			
<b>REVENUE</b>	<b>O10</b>	<b>142,599</b>	<b>4,410</b>	<b>147,009</b>
Match Allocated		37,655	1,164	38,819
<b>TOTAL REVENUES</b>		<b>180,254</b>	<b>5,574</b>	<b>185,828</b>
This amendment represents additional grant amount from DOA.				

<b>BUDGET AMENDMENT # 6</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - IIID</b>				
<b>EXPENDITURES</b>	<b>5510</b>			
Salary - Aging Projects Coordinator	149	8,709	-1,000	7,709
Salary - Family Caregiver	176	1,468	-1,468	0
Contracted Services	200	1,000	-1,000	0
Supplies	260	1,000	0	1,000
Travel	314	918	0	918
Printing	341	918	0	918
Advertising	370	733	0	733
Fringe Benefits	690	3,509	-851	2,658
Indirect Costs	790	5,760	-1,062	4,698
Program Costs	795	2,119	-482	1,637
<b>TOTAL EXPENDITURES</b>		<b>26,134</b>	<b>-5,863</b>	<b>20,271</b>
<b>AGING - IIID</b>	<b>3516</b>			
<b>REVENUE</b>	<b>100</b>	<b>23,521</b>	<b>-5,277</b>	<b>18,244</b>
Match Allocated		2,613	-586	2,027
<b>TOTAL REVENUES</b>		<b>26,134</b>	<b>-5,863</b>	<b>20,271</b>
This amendment represents a reduction in the IIID grant from DOA.				

<b>BUDGET AMENDMENT # 7</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - MIPPA</b>				
<b>EXPENDITURES</b>	<b>5916</b>			
Salary - Aging Projects Coordinator	149	7,742	2,500	10,242
Supplies	260	1,044	500	1,544
Travel	314	996	696	1,692
Printing	341	2,000	300	2,300
Advertising	370	1,000	900	1,900
Fringe Benefits	690	2,670	862	3,532
Indirect Costs	790	0	0	0
Program Costs	795	0	0	0
		<b>15,452</b>	<b>5,758</b>	<b>21,210</b>
<b>AGING - MIPPA</b>	<b>3615</b>			
<b>REVENUE</b>	<b>0</b>	<b>15,452</b>	<b>5,758</b>	<b>21,210</b>
This amendment represents the carry-forward from 16-17.				

<b>BUDGET AMENDMENT # 8</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - CAREGIVER</b>				
<b>EXPENDITURES</b>	<b>5920</b>			
Salary - Family Caregiver	176	42,117	0	42,117
Supplies	260	1,300	0	1,300
Travel	314	2,370	0	2,370
Printing	341	1,459	0	1,459
Advertising	370	1,359	0	1,359
MIS Charges	382	2,264	43	2,307
Fringe Benefits	690	14,523	0	14,523
Indirect Costs	790	23,839	0	23,839
Program Costs	795	8,769	0	8,769
		<b>98,000</b>	<b>43</b>	<b>98,043</b>
<b>AGING - CAREGIVER</b>	<b>3540</b>			
<b>REVENUE</b>	<b>O10</b>	<b>98,000</b>	<b>43</b>	<b>98,043</b>
This amendment represents an adjustment to the disbursement of Caregiver funds.				

<b>BUDGET AMENDMENT # 9</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - TRIANGLE NORTH RGP</b>	<b>5949</b>			
<b>EXPENDITURES</b>				
Salary - Aging Director	142	0	336	336
Travel	314	0	148	148
Fringe Benefits	690	0	158	158
Indirect Costs	790	0	191	191
Program Costs	795	0	57	57
		0	890	890
<b>AGING - TRIANGLE NORTH RGP</b>	<b>3645</b>			
<b>REVENUE</b>	<b>010</b>	<b>0</b>	<b>890</b>	<b>890</b>
This amendment represents the carry-forward from 16-17.				

<b>BUDGET AMENDMENT # 10</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>WIOA - CAREER PATH IMPLEMEN</b>				
<b>EXPENDITURES</b>	<b>6970</b>			
Salary - Workforce Dev Program Mon	157	0	15,273	15,273
Salary - Business Services Rep	195	0	14,510	14,510
Contracted Services	200	0	20,370	20,370
Travel	314	0	4,000	4,000
Professional Development (Training)	350	0	2,489	2,489
Outreach & Materials (Advertising)	370	0	2,489	2,489
Fringe Benefits	690	0	10,269	10,269
Indirect Costs	790	0	16,857	16,857
Program Costs	795	0	6,201	6,201
		0	92,458	92,458
<b>WIOA - CAREER PATH IMPLEM</b>	<b>3785</b>			
<b>REVENUE</b>	<b>010</b>	<b>0</b>	<b>92,458</b>	<b>92,458</b>
This amendment represents new grant funding from NC Commerce.				

<b>BUDGET AMENDMENT # 11</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>GRANVILLE CO SFR</b>				
<b>EXPENDITURES</b>	<b>7205</b>			
Salary - Executive Director	130	1,857	0	1,857
Contracted Services	200	46,066	-7,465	38,601
Housing Rehab	201	125,000	0	125,000
Fringe Benefits	690	640	0	640
Indirect Costs	790	1,050	0	1,050
Program Costs	795	387	0	387
		<b>175,000</b>	<b>-7,465</b>	<b>167,535</b>
<b>GRANVILLE CO SFR</b>	<b>3475</b>			
<b>REVENUES</b>	<b>137</b>	<b>175,000</b>	<b>-7,465</b>	<b>167,535</b>
This amendment represents the actual carry-forward from 16-17.				

<b>BUDGET AMENDMENT # 12</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>FRANKLIN CO SFR</b>				
<b>EXPENDITURES</b>	<b>7540</b>			
Salary - Executive Director	130	1,857	0	1,857
Contracted Services	200	46,066	-5,123	40,943
Housing Rehab	201	125,000	0	125,000
Fringe Benefits	690	640	0	640
Indirect Costs	790	1,050	0	1,050
Program Costs	795	387	0	387
		<b>175,000</b>	<b>-5,123</b>	<b>169,877</b>
<b>FRANKLIN CO SFR</b>	<b>3475</b>			
<b>REVENUES</b>	<b>214</b>	<b>175,000</b>	<b>-5,123</b>	<b>169,877</b>
This amendment represents the actual carry-forward from 16-17.				



**FUND 11 - AGING FUND**

<b>BUDGET AMENDMENT # 1</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>HOME &amp; COMM CARE BLOCK GR</b>				
<b>EXPENDITURES</b>	<b>5130</b>			
Franklin County	601	437,800	27,805	465,605
Granville County	602	425,961	5,331	431,292
Person County	603	325,327	18,929	344,256
Vance County	604	327,775	21,063	348,838
Warren County	605	256,344	14,165	270,509
		<b>1,773,207</b>	<b>87,293</b>	<b>1,860,500</b>
<b>HOME &amp; COMM CARE BLOCK GR</b>				
<b>REVENUE</b>	<b>3513</b>			
Franklin County	050	437,800	27,805	465,605
Granville County	051	425,961	5,331	431,292
Person County	052	325,327	18,929	344,256
Vance County	053	327,775	21,063	348,838
Warren County	054	256,344	14,165	270,509
		<b>1,773,207</b>	<b>87,293</b>	<b>1,860,500</b>
This amendment represents additional grant revenue from DOA.				

<b>BUDGET AMENDMENT # 2</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>LEGAL</b>				
<b>EXPENDITURES</b>	<b>5200</b>			
Franklin County	601	2,339	206	2,545
Granville County	602	2,270	209	2,479
Person County	603	1,618	235	1,853
Vance County	604	1,787	228	2,015
Warren County	605	1,191	252	1,443
		<b>9,205</b>	<b>1,130</b>	<b>10,335</b>
<b>LEGAL</b>	<b>3515</b>			
<b>REVENUE</b>	<b>010</b>	<b>9,205</b>	<b>1,130</b>	<b>10,335</b>
		<b>9,205</b>	<b>1,130</b>	<b>10,335</b>
This amendment represents additional grant revenue from DOA.				

<b>BUDGET AMENDMENT # 3</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>GENERAL PURPOSE</b>				
<b>EXPENDITURES</b>	<b>5800</b>			
Franklin County	601	22,490	-612	21,878
Granville County	602	18,845	-612	18,233
Person County	603	11,552	-613	10,939
Vance County	604	11,552	-613	10,939
Warren County	605	11,552	-613	10,939
		<b>75,991</b>	<b>-3,063</b>	<b>72,928</b>
<b>GENERAL PURPOSE</b>	<b>3518</b>			
<b>REVENUE</b>	010	75,991	-3,063	72,928
		<b>75,991</b>	<b>-3,063</b>	<b>72,928</b>
This amendment represents a decrease in grant revenue from DOA.				

<b>BUDGET AMENDMENT # 4</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>CAREGIVER</b>				
<b>EXPENDITURES</b>	<b>5920</b>			
Franklin County	601	8,541	-4,751	3,790
Granville County	602	8,541	-4,751	3,790
Person County	603	8,543	-4,753	3,790
Vance County	604	8,541	-4,751	3,790
Warren County	605	8,541	-4,751	3,790
		<b>42,707</b>	<b>-23,757</b>	<b>18,950</b>
<b>CAREGIVER</b>	<b>3540</b>			
<b>REVENUE</b>	000	42,707	-23,757	18,950
		<b>42,707</b>	<b>-23,757</b>	<b>18,950</b>
This amendment represents a decrease in grant revenue from DOA.				

**FUND 13 - WIOA FUND**

<b>BUDGET AMENDMENT # 1</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>CAREER PATHWAYS IMPLEMEN</b>				
<b>EXPENDITURES</b>	<b>6898</b>			
EDSI	619	0	125,000	125,000
		0	125,000	125,000
<b>CAREER PATHWAYS IMPLEMEN</b>	<b>3738</b>			
<b>REVENUE</b>	<b>010</b>	<u>0</u>	<u>125,000</u>	<u>125,000</u>
		0	125,000	125,000
This amendment represents carry-forward from 16-17 and additional grant amount.				

## **Budget Amendments July 2017**

### **Motion # 6**

Jimmy Clayton made a motion to accept the July 2017 Budget Amendments as presented. John Alston seconded the motion and the motion carried unanimously.

## **CEDS Plan**

Planning Director, Michael Kelly advised that the Comprehensive Economic Development Strategy Plan (CEDS) had been worked on by the CEDS committee and the content of the plan had been developed from the SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis that was compiled by the committee. He advised that the committee had developed the CEDS based on the four goals set forth in the NC Tomorrow Plan. Michael reviewed the SWOT Analysis in detail with the Board Members and there was discussion on how an item could be a Strength and yet in another view a Weakness. For example – Water – is listed in both categories because it is abundant in some of our region and yet not enough for increased industry and housing development in other areas. Discussion also arose around workforce being on two categories – and members were reminded that there are a lot of people in need of jobs and a lot are not qualified, or can't get a job or pass a drug test or just won't show up for work. Workforce staff is working by attempting to get industry input and get individuals trained with required skills.

Michael advised the next steps are to finalize the plan and submit it to EDA for their review by September 30<sup>th</sup>, 2017.

## **CEDS Approval**

### **Motion # 7**

Motion was made by Joe Shearon to approve the CEDS. Michael Williford seconded the motion and it carried unanimously.

## **Language Access Plan**

Executive Director, Diane Cox advised that the COG had previously approved a "Language Access Plan" for programs with the NC Housing Finance Agency last year. However the plan has been slightly updated with changes that are highlighted in yellow. With these changes it shows that documents for housing and urban development are not required to be printed in English and Spanish due to new percentages within our region of individuals that speak English.

## **Language Access Plan**

### **Motion # 8**

Michael Williford made a motion approved the revised Language Access Plan. Archer Wilkins seconded the motion and the motion carried unanimously.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director, Diane Cox highlighted the following in her report to the Board of Directors:

- Since Joe Fredosso's presentation to the COG Board in June, we have reached out to GoldenLEAF for money to help develop a study for our four county broadband plan. GoldenLEAF is not interested in funding the planning process, but would be more inclined to fund infrastructure needs once the priority needs are identified in the plan. Mighty River (MRLLC) estimates a \$120,000 cost for a 12 month project to send out RFP and develop review and proposals. This project would be for Franklin, Granville, Vance and Warren Counties. Vance County has stated they want a competitive RFP. Members were advised a RFP would be released on Friday. Staff will keep you informed of progress on the Broadband project.
- Introduced new Mobility Manager, Bernard Clark who started with the COG on August 21, 2017.
- Members were reminded of Rural Center Outreach meetings that will be held in the region next week:
  - August 28<sup>th</sup> 9 AM at Granville Expo
  - August 28<sup>th</sup> 3 PM at Person County Senior Center
  - August 29<sup>th</sup> 9 AM COG office
  - August 29<sup>th</sup> 3 PM Louisburg Operations Center
- Housing Program for 2016 is in full swing in Franklin and Granville Counties (Franklin one completed and 3 under contract. Granville received 9 applications, two completed and one under contract. Others are being reviewed)
- 2017 Housing Program is under way. Received 9 applications in Person County and 7 in Vance County.
- Deadline for Urgent Repair applications is September 1<sup>st</sup>. Funding in this program is \$8,000 per house for urgent needs, such as roof, windows, septic, etc. Applicants will be reviewed for eligibility by who turned in application first, and who submitted all required paperwork. We have received the following number of applications, one in Franklin County, six in Granville County, seven in Person County, seven in Vance County, and eleven in Warren County.
- Water Quality Meeting was held in Warren County recently with the combined efforts of our office and the Upper Coastal Plains COG.
- RTRP hosted a meeting at the COG office on August 24<sup>th</sup> with about 35 folks in attendance.
- Workforce Development will be having an Open House at the facility in Oxford on September 5<sup>th</sup> which will be followed by a WDB Board meeting.
- Annual Awards Banquet will be held at VGCC Civic Center on September 28<sup>th</sup> at 6:30 PM.

### **Program Updates by Program Directors**

- Aging Director, Jillian Hardin began the program updates starting with Aging. She had a full slideshow to share with board members during her presentation. Highlights included:
  - Melissa Catlett left the COG to become the Senior Center Director in Southport, NC
  - Suja Jacob left the COG for a position closer to home in Wake Forest with Parks and Recreation
  - Aging program is governed by their Regional Aging Advisory Committee (RAAC) of which Robert Allen of Person County is Chairman.
  - Shared Chart outlining services provided by Counties in the Home and Community Care Block Grant program
  - Interviewing to fill Family Caregiver Specialist position
  - Outreach events held for –Senior Medicare Patrol, SCAMS, etc.

- MIPPA provides extra assistance for citizens that need extra help with drug costs. There is a bill board in Franklin County advertising this program
- Trained 17 lay leaders in evidence based health promotion classes in the region this past fiscal year
- Lowes assisted with Fan Heat Relief and delivered fans to Senior Centers in the region for distribution to seniors in need
- Lowes' Heroes assisted with Heat Relief kits for seniors in the region
- Legal Aid assistance was highlighted by County
- Ombudsman complaint log by county was reviewed and visits within the region
- Third annual Elder Abuse Awareness Walk held at Vance Senior High School.
- Second Annual Volunteer Lunch was held at Henderson Country Club and attended by approximately 50
- Senior Games was hosted by the Kerr Tar COG. This event is a holistic approach to fitness for seniors.
- Additional information can be found on the Kerr Tar Aging Facebook page.
- Workforce Development Director, Vincent Gilreath highlighted accomplishments of the Workforce staff in a power point presentation:
  - Workforce is governed by consortium board. One commissioner from each county and the consortium is chaired by Derrick Sims of Person County. There are 19 members on the Workforce Development Board. This board provides oversight to the NC Career Centers in the region and they serve employers and job seekers
  - Two certified career centers – one in Oxford and one in Henderson
  - Rapid Response events are held when offices are downsizing or closing.
  - Rapid Response event was held for ETZ when they closed and about 35 attended
  - Currently have 3 certified career pathways – Advanced Manufacturing, Health/Life Science and Information Tech
  - On The Job Training Program (OJT) has had about 60 placements and these jobs range about \$14 an hour
  - 11<sup>th</sup> Annual Youth Summit held in April in Cary with about 298 attending the event
- Planning Director, Michael Kelly have brief update on the Planning Department and shared his power point presentation with the board.
  - Department provides planning and technical assistance services in the region
  - Held a regional planning workshop at McGregor Hall with Adam Lovelady of the UNC School of Government presiding
  - Hosted Broadband workshop in Granville County and are pursuing efforts to obtain better Broadband throughout the region
  - Worked with local governments to secure grants
  - Administers loans to entrepreneurs
  - Working with CEDS committee to develop new CEDS plan to open avenues for EDA and federal funding
  - Hosted alternative fuels event in Spring
  - Program to provide transportation needs to the region's elderly and disabled
  - Regional bike plan has been completed for the lakes district
  - Regional Planning Organization works with transportation projects throughout the region and state

Vice Chairman Bridges thanked the staff for their informative reports.

## **PUBLIC COMMENT AND ANNOUNCEMENTS**

Commissioner Jennifer Jordan invited members to attend the Green and Clean in Warren County on September 16th.

Gary Plummer invited members to attend an event in Middleburg on September 9<sup>th</sup>.

Kenneth Perry advised that Roxboro is hosting an event the weekend of August 26<sup>th</sup>.

### **In Closed Session**

#### **Motion # 9**

Motion was made by Jimmy Clayton to go into Closed Session for Attorney Client discussions. Walter Gardner seconded the motion and it carried unanimously.

### **Open Session**

#### **Motion #10**

Motion was made by Archer Wilkins to go back to Open Session. Zelodis Jay seconded the motion and it carried unanimously.

### **Authorization to Attorney**

#### **Motion # 11**

Motion was made by Archer Wilkins to authorize Attorney Wrenn flexibility to negotiate and bring back recommendation regarding Lake House Pub property to the Executive Committee for approval. Gary Plummer seconded the motion and the motion carried unanimously.

There being no further business, the meeting adjourned.

Sincerely,



Patricia S. Cox, Executive Director  
Secretary to the Board of Directors

**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS  
AUGUST, 2017**

	EXPENDITURE		YTD EXPEND	EXPENDITURE		% Expend	REVENUE BUDGET	YTD RECEIVED	% Received
	BUDGET			BALANCE					
<b><u>GENERAL FUND - 10</u></b>									
KTREDC	\$ 53,000	\$ 3,407.11	\$ 49,592.89	6.00%	\$ 53,000	\$ 1,525.33	3.00%		
EDA Planning	\$ 120,553	\$ 20,803.10	\$ 99,749.90	7.00%	\$ 72,332	\$ 15,750.00	22.00%		
Revolving Loan Fund	\$ 25,000	\$ 532.00	\$ 24,468.00	2.00%	\$ 25,000	\$ -	0.00%		
Micro Loan Fund	\$ 2,000	\$ 912.00	\$ 1,088.00	48.00%	\$ 2,000	\$ -	0.00%		
Rural Transportation	\$ 139,186	\$ 17,738.47	\$ 121,447.53	13.00%	\$ 111,349	\$ -	0.00%		
Water Quality	\$ 2,218	\$ -	\$ 2,218.00	0.00%	\$ 2,218	\$ -	0.00%		
CFAT	\$ 55,221	\$ 1,771.75	\$ 53,449.25	3.00%	\$ 44,132	\$ -	0.00%		
Mobility Manager	\$ 100,000	\$ 2,599.76	\$ 97,400.24	3.00%	\$ 90,000	\$ -	0.00%		
Bunn Zoning	\$ 5,000	\$ 1,983.20	\$ 3,016.80	40.00%	\$ 5,000	\$ 310.32	6.00%		
City of Henderson ROBCO	\$ 6,510	\$ 532.00	\$ 5,978.00	8.00%	\$ 6,510	\$ -	0.00%		
Franklin Co Bldg Re-use NS	\$ 1,720	\$ 76.00	\$ 1,644.00	4.00%	\$ 1,720	\$ 1,720.00	100.00%		
Franklin Co Bldg Re-use KF	\$ 13,600	\$ 418.00	\$ 13,182.00	3.00%	\$ 13,600	\$ -	0.00%		
Franklin Co PALZIV	\$ 1,200	\$ -	\$ 1,200.00	0.00%	\$ 1,200	\$ -	0.00%		
Warrenton Bldg Re-use	\$ 2,500	\$ 608.00	\$ 1,892.00	24.00%	\$ 2,500	\$ -	0.00%		
Aging - Planning & Admin	\$ 185,828	\$ 22,287.80	\$ 163,540.20	12.00%	\$ 147,009	\$ 8,946.00	6.00%		
Aging - Ombudsman	\$ 117,968	\$ 18,557.90	\$ 99,410.10	16.00%	\$ 106,171	\$ 9,023.00	8.00%		
Aging - Elder Abuse	\$ 4,725	\$ 117.17	\$ 4,607.83	2.00%	\$ 4,253	\$ 105.00	2.00%		
Aging - Evidence Based	\$ 20,271	\$ 5,691.35	\$ 14,579.65	30.00%	\$ 18,244	\$ 2,250.00	12.00%		
Aging - AAA	\$ 48,263	\$ 13,162.11	\$ 35,100.89	27.00%	\$ 48,263	\$ 7,710.00	16.00%		
Aging - Medicare SHIP	\$ 7,000	\$ 840.88	\$ 6,159.12	12.00%	\$ 5,500	\$ -	0.00%		
Aging - MIPPA	\$ 21,210	\$ 242.75	\$ 20,967.25	2.00%	\$ 21,210	\$ -	0.00%		
Aging - Caregiver	\$ 98,043	\$ 9,199.84	\$ 88,843.16	10.00%	\$ 98,043	\$ 9,162.00	9.00%		
Aging - NCDOT Project	\$ 300,000	\$ -	\$ 300,000.00	0.00%	\$ 300,000	\$ -	0.00%		
Aging - LCA	\$ 30,000	\$ 6,176.66	\$ 23,823.34	21.00%	\$ 30,000	\$ -	0.00%		
Aging - Tri-North HC RGP	\$ 890	\$ 879.90	\$ 10.10	99.00%	\$ 890	\$ 888.00	100.00%		
Aging - Senior Games	\$ 7,500	\$ 4.28	\$ 7,495.72	< 1%	\$ 7,500	\$ -	0.00%		
WIOA - Adult	\$ 145,067	\$ 25,065.68	\$ 120,001.32	17.00%	\$ 145,067	\$ 11,414.42	8.00%		









KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS

SEPTEMBER, 2017

	EXPENDITURE		YTD EXPEND	EXPENDITURE BALANCE	% Expend	REVENUE BUDGET	YTD RECEIVED	% Received	ACCOUNTS RECEIVABLE	ASSESSMENTS ALLOCATED LOCAL MATCH	TOTAL REVENUES	Gain/(Loss)
	BUDGET											
<b>GENERAL FUND - 10</b>												
KTRDC	\$ 53,000	\$ 6,068.32	\$ 6,068.32	\$ 46,931.68	11.00%	\$ 53,000	\$ 3,407.11	6.00%	\$ 2,661.21		\$ 6,068.32	\$ -
EDA Planning	\$ 120,553	\$ 28,782.11	\$ 28,782.11	\$ 91,770.89	24.00%	\$ 72,332	\$ 15,750.00	22.00%	\$ 1,519.27	11512.84	\$ 28,782.11	\$ -
Revolving Loan Fund	\$ 25,000	\$ 570.00	\$ 570.00	\$ 24,430.00	2.00%	\$ 25,000	\$ -	0.00%	\$ 570.00		\$ 570.00	\$ -
Micro Loan Fund	\$ 2,000	\$ 1,330.00	\$ 1,330.00	\$ 670.00	66.00%	\$ 2,000	\$ -	0.00%	\$ 1,330.00		\$ 1,330.00	\$ -
Rural Transportation	\$ 139,186	\$ 28,146.80	\$ 28,146.80	\$ 111,039.20	20.00%	\$ 111,349	\$ -	0.00%	\$ 22,517.44	5629.36	\$ 28,146.80	\$ -
Water Quality	\$ 2,218	\$ 519.27	\$ 519.27	\$ 1,698.73	23.00%	\$ 2,218	\$ -	0.00%	\$ 519.27		\$ 519.27	\$ -
CFAT	\$ 55,221	\$ 8,240.92	\$ 8,240.92	\$ 46,980.08	15.00%	\$ 44,132	\$ -	0.00%	\$ 6,592.74	1648.18	\$ 8,240.92	\$ -
Mobility Manager	\$ 100,000	\$ 10,152.29	\$ 10,152.29	\$ 89,847.71	10.00%	\$ 90,000	\$ -	0.00%	\$ 9,137.06	1015.23	\$ 10,152.29	\$ -
Bunn Zoning	\$ 5,000	\$ 5,106.76	\$ 5,106.76	\$ (106.76)	102.00%	\$ 5,000	\$ 1,983.20	40.00%	\$ 3,123.56		\$ 5,106.76	\$ -
City of Henderson ROBCO	\$ 6,510	\$ 608.00	\$ 608.00	\$ 5,902.00	9.00%	\$ 6,510	\$ -	0.00%	\$ 608.00		\$ 608.00	\$ -
Franklin Co Bldg Re-use NS	\$ 1,720	\$ 76.00	\$ 76.00	\$ 1,644.00	4.00%	\$ 1,720	\$ 1,720.00	100.00%	\$ -		\$ 1,720.00	\$ 1,644.00
Franklin Co Bldg Re-use KF	\$ 13,600	\$ 722.00	\$ 722.00	\$ 12,878.00	5.00%	\$ 13,600	\$ 15,000.00	100.00%	\$ -		\$ 15,000.00	\$ 14,278.00
Franklin Co PALZIV	\$ 1,200	\$ 304.00	\$ 304.00	\$ 896.00	25.00%	\$ 1,200	\$ -	0.00%	\$ 304.00		\$ 304.00	\$ -
Warrenton Bldg Re-use	\$ 2,500	\$ 1,026.00	\$ 1,026.00	\$ 1,474.00	41.00%	\$ 2,500	\$ -	0.00%	\$ 1,026.00		\$ 1,026.00	\$ -
Aging - Planning & Admin	\$ 185,828	\$ 33,260.71	\$ 33,260.71	\$ 152,567.29	18.00%	\$ 147,009	\$ 17,632.00	12.00%	\$ 8,680.55	6948.16	\$ 33,260.71	\$ -
Aging - Ombudsman	\$ 117,968	\$ 30,546.77	\$ 30,546.77	\$ 87,421.23	26.00%	\$ 106,171	\$ 16,702.00	16.00%	\$ 10,790.09	3054.68	\$ 30,546.77	\$ -
Aging - Elder Abuse	\$ 4,725	\$ 186.58	\$ 186.58	\$ 4,538.42	4.00%	\$ 4,253	\$ 105.00	2.00%	\$ 62.92	18.66	\$ 186.58	\$ -
Aging - Evidence Based	\$ 20,271	\$ 7,616.40	\$ 7,616.40	\$ 12,654.60	38.00%	\$ 18,244	\$ 5,123.00	18.00%	\$ 1,731.76	761.64	\$ 7,616.40	\$ -
Aging - AAA	\$ 48,263	\$ 14,054.17	\$ 14,054.17	\$ 34,208.83	30.00%	\$ 48,263	\$ 13,162.00	27.00%	\$ 892.17		\$ 14,054.17	\$ -
Aging - Medicare SHIP	\$ 7,000	\$ 3,420.21	\$ 3,420.21	\$ 3,579.79	49.00%	\$ 5,500	\$ -	0.00%	\$ 2,736.17	684.04	\$ 3,420.21	\$ -
Aging - MIPPA	\$ 21,210	\$ 6,184.59	\$ 6,184.59	\$ 15,025.41	29.00%	\$ 21,210	\$ -	0.00%	\$ 6,184.59		\$ 6,184.59	\$ -
Aging - Caregiver	\$ 98,043	\$ 9,587.85	\$ 9,587.85	\$ 88,455.15	10.00%	\$ 98,043	\$ 9,200.00	9.00%	\$ 387.85		\$ 9,587.85	\$ -
Aging - NCDOT Project	\$ 300,000	\$ 213.00	\$ 213.00	\$ 299,787.00	<1%	\$ 300,000	\$ -	0.00%	\$ 213.00		\$ 213.00	\$ -
Aging - LCA	\$ 30,000	\$ 9,145.21	\$ 9,145.21	\$ 20,854.79	30.00%	\$ 30,000	\$ 4,606.36	15.00%	\$ 4,538.85		\$ 9,145.21	\$ -
Aging - Tri.North HC RGP	\$ 890	\$ 879.90	\$ 879.90	\$ 10.10	99.00%	\$ 890	\$ 888.00	100.00%	\$ -		\$ 888.00	\$ 8.10
Aging - Senior Games	\$ 7,500	\$ 4.28	\$ 4.28	\$ 7,495.72	<1%	\$ 7,500	\$ -	0.00%	\$ 4.28		\$ 4.28	\$ -
WIOA - Adult	\$ 145,067	\$ 38,598.88	\$ 38,598.88	\$ 106,468.12	27.00%	\$ 145,067	\$ 24,882.90	17.00%	\$ 13,533.20		\$ 38,416.10	\$ (182.78)
WIOA - Youth	\$ 153,854	\$ 31,009.98	\$ 31,009.98	\$ 122,844.02	20.00%	\$ 153,854	\$ 19,733.24	13.00%	\$ 11,262.85		\$ 30,996.09	\$ (13.89)
WIOA - Dislocated Worker	\$ 145,067	\$ 32,970.45	\$ 32,970.45	\$ 112,096.55	23.00%	\$ 145,067	\$ 22,138.27	15.00%	\$ 10,630.32		\$ 32,768.59	\$ (201.86)
WIOA - Admin	\$ 152,778	\$ 42,246.30	\$ 42,246.30	\$ 110,531.70	28.00%	\$ 152,778	\$ 27,913.20	18.00%	\$ 14,315.97		\$ 42,229.17	\$ (17.13)
WIOA - Career Path Impl	\$ 92,458	\$ 5,383.19	\$ 5,383.19	\$ 87,074.81	6.00%	\$ 92,458	\$ -	0.00%	\$ 5,383.19		\$ 5,383.19	\$ -
Granville Co SFR	\$ 167,535	\$ 38,712.67	\$ 38,712.67	\$ 128,822.33	23.00%	\$ 167,535	\$ 29,987.00	18.00%	\$ 8,725.67		\$ 38,712.67	\$ -
Franklin Co SFR	\$ 169,877	\$ 27,942.38	\$ 27,942.38	\$ 141,934.62	16.00%	\$ 169,877	\$ 24,797.00	0.40%	\$ 3,145.38		\$ 27,942.38	\$ -
Vance Co NSP	\$ -	\$ 1,546.51	\$ 1,546.51	\$ (1,546.51)		\$ -	\$ -		\$ 1,546.51		\$ 1,546.51	\$ -
Person County SFR	\$ 175,000	\$ 206.04	\$ 206.04	\$ 174,793.96	<1%	\$ 175,000	\$ -	0.00%	\$ 206.04		\$ 206.04	\$ -
Vance County SFR	\$ 175,000	\$ 279.36	\$ 279.36	\$ 174,720.64	<1%	\$ 175,000	\$ -	0.00%	\$ 279.36		\$ 279.36	\$ -
Urgent Repair	\$ 100,000	\$ 300.00	\$ 300.00	\$ 99,700.00	<1%	\$ 100,000	\$ -	0.00%	\$ 300.00		\$ 300.00	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -		\$ 12,805	\$ 3,000.00	23.00%	\$ -		\$ 3,000.00	\$ 3,000.00
Bank Interest	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 805.36		\$ -		\$ 805.36	\$ 805.36





**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS**

**BUDGET AMENDMENTS**

**Thursday, October 26, 2017**

**FY 17-18**

**FUND 10 - GENERAL FUND**

<b>BUDGET AMENDMENT #13</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>BUNN ZONING</b>				
<b>EXPENDITURES</b>	<b>5015</b>			
Salary - Planning Director	146	1,993	1,993	3,986
Contract Services	200	508	508	1,016
Supplies	260	193	193	386
Travel	314	356	356	712
Fringe Benefits	690	601	601	1,202
Indirect Costs	790	986	986	1,972
Program Costs	795	<u>363</u>	<u>363</u>	<u>726</u>
		<b>5,000</b>	<b>5,000</b>	<b>10,000</b>
<b>REVENUES</b>	<b>3475</b>			
<b>BUNN ZONING</b>	<b>223</b>	<b>5,000</b>	<b>5,000</b>	<b>10,000</b>

This amendment represents additional costs within program.

<b>BUDGET AMENDMENT #14</b>	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>AGING - MIPPA</b>				
<b>EXPENDITURES</b>	<b>5916</b>			
Salary - Aging Projects Coordinator	149	10,242	-2,248	7,994
Supplies	260	500	0	500
Travel	314	1,007	-507	500
Printing	341	184	0	184
Advertising	370	5,745	0	5,745
Fringe Benefits	690	3,532	-775	2,757
Indirect Costs	790	0	0	0
Program Costs	795	<u>0</u>	<u>0</u>	<u>0</u>
		<b>21,210</b>	<b>-3,530</b>	<b>17,680</b>
<b>AGING - MIPPA</b>	<b>3615</b>			
<b>REVENUE</b>	<b>0</b>	<b>21,210</b>	<b>-3,530</b>	<b>17,680</b>

This amendment represents a decrease in 17-18 funding.

