

# CENTRAL PINES REGIONAL COUNCIL

## EXECUTIVE COMMITTEE MEETING AGENDA

Wednesday, June 24, 2026 | 6:00 – 8:00 pm | Virtual

Chair Byron McAllister Presiding

### 1. Call to Order 6:00 pm

- a. Call to Order  
*Byron McAllister, Chair*
  
- b. Roll Call  
*Beth Seidel, Clerk to the Board*
  
- c. Declaration of Quorum  
*Byron McAllister, Chair*
  
- d. Get to Know CPRC  
*Byron McAllister, Chair*

### 2. Review of Agenda 6:05 pm

- a. Review of Agenda  
*Byron McAllister, Chair*  
Potential Action: Chair McAllister will approve

### 3. Presentations & Recognition

### 4. Public Hearing

### 5. CPRC Program/Service Spotlight

### 6. Business

### 7. Consent Agenda 6:10 pm

- a. Draft Minutes: March 25, 2026
- b. Budget Amendment 7, Resolution #2026-06-01
- c. Pay & Classification Amendment, Resolution #2026-06-02

### 8. Items Removed from Consent Agenda

### 9. Around the Region 6:15 pm

- a. Around the Region  
*Presenter: Byron McAllister, Chair*

### 10. Chair's Report 6:30 pm

- a. Chair's Report  
*Presenter: Byron McAllister, Chair*  
Potential Action: None – Information Only

11. Executive Director's Report 6:45 pm

- a. Executive Director's Report  
*Presenter: Lee Worsley, Executive Director*  
Potential Action: None – Information Only

12. Closed Session 7:00 pm

- a. Closed Session pursuant to NCGS 143-318.11 (a)(6) to conduct annual performance review of the Executive Director  
*Presenter: Byron McAllister, Chair*  
Potential Action:

13. Other Business

- a. Other Business  
*Presenter: Byron McAllister, Chair*

14. Adjournment 8:00 pm

# **CENTRAL PINES REGIONAL COUNCIL**

## **EXECUTIVE COMMITTEE MEETING MINUTES**

Wednesday, March 25, 2026 | 6:00 – 8:00 pm | Virtual  
Chair Byron McAllister Presiding

### ***Delegates & Alternates Attending:***

Sheveil Harmon, Town of Angier  
Javiera Caballero, City of Durham  
Kathleen Ferguson, Town of Hillsborough  
Butch Lawter, Johnston County  
Kirk Smith, Lee County  
Jean Hamilton, Orange County (A)  
Rebecca Salmon, City of Sanford  
Byron McAllister, Town of Selma  
Susan Evans, Wake County  
Rick Hutchinson, Village of Whispering Pines

### ***CPRC Staff Attending:***

Grace Berry, Lead for NC Fellow  
Jenny Halsey, Deputy Executive Director  
Alana Keegan, Local Government Services Director  
Thomas McCallister, FTZ Administrator  
Beth Seidel, Member Engagement Coordinator  
Hope Tally, Chief Finance Officer  
Lindsay Whitson, Community & Economic Development Director  
Lee Worsley, Executive Director

A = Alternate

### **1. Call to Order**

- a. Call to Order  
*Byron McAllister, Board Chair*
- b. Roll Call  
*Beth Seidel, Clerk to the Board*
- c. Declaration of Quorum  
*Byron McAllister, Board Chair*

Chair Byron McAllister called the meeting to order at 6:00 pm and went over housekeeping information. He reminded everyone about the virtual meeting guidelines. Beth Seidel, Clerk to the Board, called roll

and a quorum was met.

- d. Get to Know CPRC  
*Byron McAllister, Board Chair*

Chair McAllister shared the following with the Executive Committee: The Triangle Development Awards Program was established in 1983 by the Triangle J Council of Governments to encourage quality development in the then six-county Region J area. The awards program lasted for about 10 years. The emphasis of the Awards was on projects that bring together innovative ideas in planning, financing, architecture, and landscape architecture.

Examples of Award winners include:

- Shepherd's Vineyard in Apex
- Moore Square Station in Raleigh
- BASF Agricultural Research Center in RTP
- Selma Equipment Repair Shop in Selma
- Kiwanis Family Park in Sanford
- Park Forty Plaza in Durham

## 2. Review of Agenda

- a. Review of Agenda  
*Byron McAllister, Board Chair*  
Potential Action: Chair McAllister will approve

Chair McAllister approved the agenda.

## 3. Presentations & Recognition

- a. Draft Central Pines 2026-2029 Strategic Plan  
*Presenters: Lee Worsley, Executive Director, Jenny Halsey, Deputy Executive Director, and Alana Keegan, Local Government Services Director*  
Potential Action: None – Information Only

Executive Director Lee Worsley gave an overview of the proposed 2026-2029 Strategic Plan, including strategic focus areas and goals. This will be the second iteration of the Central Pines Strategic Plan. The Executive Committee met at a retreat in November 2025 to provide high-level guidance on the organization's strategic direction. That guidance has been utilized to develop goals and to finalize Strategic Focus areas for the 2026-2029 Central Pines Strategic Plan.

The Strategic Plan is a critical document that will guide resource

allocation and work prioritization for Central Pines and its staff members over the next three years. The Strategic Plan will serve as a guidance document for developing the Central Pines budget each year. A more detailed workplan will be presented at the time of Strategic Plan adoption. Lee Worsley, Executive Director; Jenny Halsey, Deputy Executive Director and Alana Keegan, Local Government Services Director have been the primary leads on the development of the Strategic Plan. However, all members of CPRC's Strategic Leadership Team have also been heavily involved in goal development and several all staff meetings have been utilized to get input used in the Plan's construction.

Once the Executive Committee has provided feedback, the plan will be finalized for Board presentation in April and potential adoption in May.

#### ***Feedback from Executive Committee***

##### ***Focus Area 1: Thriving People & Communities***

Chair McAllister confirmed that this appeared to be right on target.

##### ***Focus Area 2: Connected Places***

Chair McAllister shared his concern that this had the potential to be too broad, but the way it was laid out looked very doable. Delegate Susan Evans agreed.

##### ***Focus Area 3: Prosperous & Sustainable Region***

Chair McAllister articulated that the dropping of the Public Safety issue was heard by staff, which should make this focus area more manageable. Delegate Evans shared that she was excited about the regional approach for disaster relief, and that there are experts out there we can bring in to help with this area. Delegate Rick Hutchinson remarked that a regional approach to emergency management is essential.

##### ***Focus Area 4: Regional Excellence & Innovation***

Chair McAllister noted that this Focus Area nicely ties the first three focus areas together.

##### ***Focus Area 5: Organizational Excellence***

Chair McAllister shared how this focus area streamlined from external to internal.

Chair McAllister shared that this plan was extremely well put together. Delegate Kathleen Ferguson agreed with the Chair's sentiment and noted that she was excited to see the co-location of the disciplines as well as an emphasis on the Regional Data Center. There were no objections to moving this forward to the full Board.

Delegate Javiera Caballero asked if this plan could be posted on a dashboard and track the progress of the plan. Mr. Worsley shared that we would be tracking the metrics, which was not done well in the original plan. Delegate Caballero also inquired if there was the potential to connect this plan to their own websites. Chair McAllister noted to have a conversation at the next Board meeting about how they can share this information in their individual communities.

#### 4. Public Hearing

#### 5. Business

- a. Approval of Foreign Trade Zone Chair and Vice Chair  
*Presenter: Thomas McCallister, FTZ Administrator*  
Potential Action: Place on Consent Agenda

The Foreign Trade Zone #93 (FTZ) Board has approved the nomination of Mayor Rebecca Salmon, City of Sanford, as Chair of the FTZ #93 Board. They have also approved the nomination of Jeri Barutis from the Economic Development Partnership of North Carolina (EDPNC) to serve as the Vice Chair. The FTZ bylaws require the CPRC Executive Committee or Full Board to have final approval of Chair nominations.

The FTZ is an economic tool that we have in our region that can provide duty referral and exemption for eligible goods and reaches across the entire CPRC region as well as 8 additional counties. Funding for FTZ comes from annual fees from operators. CPRC staff involved in this project include Thomas McCallister, FTZ #93 Administrator and Lindsay Whitson, who provides oversight of FTZ staff.

#### 6. Consent Agenda

*Items on the Consent Agenda are considered routine and will be enacted by a single motion unless a member of the Executive Committee requests an item be removed. Any item that is removed from the Consent Agenda will be considered individually after the Consent Agenda.*

- a. Draft Minutes: February 25, 2026
- b. CPRC Budget Amendment 5, Resolution #2026-03-01
- c. Triangle West TPO Budget Amendment, Resolution #2026-03-02
- d. Approval of Foreign Trade Zone Chair & Vice Chair, Resolution #2026-03-03

**Action:** Adoption of Consent Agenda as presented  
Motion: Delegate Susan Evans  
Second: Delegate Javiera Caballero  
Vote: Approved unanimously by roll call

## 7. Items Removed from Consent Agenda

## 8. Around the Region

### a. Around the Region

*Presenter: Byron McAllister, Board Chair*

Chair McAllister asked members of the Executive Committee if they had gotten any significant feedback about current tax rates.

***Kathleen Ferguson, Hillsborough***

They have been excoriated. There have been some discrepancies between owners who are people of color versus corporate entities. There are real concerns with loopholes in affordable housing legislation caps.

***Rick Hutchinson, Whispering Pines***

Nothing significant either way.

***Jean Hamilton, Orange County***

Echoed Kathleen's comments that residents have been extremely upset. They are aware of the issues with and have established a tax assessment work group. They are hiring a consultant to look at the issues. Their tax administrator will retire April 1, so they are hiring an acting tax collector in the meantime. They are taking the concerns of the community extremely seriously. They may decide to do assessments more often.

***Byron McAllister, Selma***

They have had to have conversations about how inflation not only affects the residents, but also the municipalities and how they operate.

***Javiera Caballero, Durham***

Wondered if CPRC could do some analysis on housing costs and property tax across the country, based on California and Texas. Durham holds Community Conversations around the budget so that the public is aware of how the budget operates.

***Susan Evans, Wake County***

They have seen increases of over 50% in recent years. (Audio was difficult to hear)

***Butch Lawter, Johnston County***

The average increase was 70% in 2024. There is a lack of understanding from the legislature of what local governments do.

## 9. Chair's Report

a. Chair's Report

*Presenter: Byron McAllister, Board Chair*

Potential Action: None – Information Only

Chair McAllister informed the Executive Committee that the Nominating Committee will be convening soon. Since Immediate Past Chair Brett Gantt is no longer on the Board, Chair McAllister asked if previous Immediate Past Chair Butch Lawter would serve in that position, to which he agreed.

The Chair reminded everyone that the Executive Director's evaluation will be conducted at the June Executive Committee meeting. Deputy Director Jenny Halsey will be in touch with a questionnaire prior to that meeting.

## 10. Executive Director's Report

a. Executive Director's Report

*Presenter: Lee Worsley, Executive Director*

Potential Action: None – Information Only

Executive Director Lee Worsley shared that he would be emphasizing the lack of funding from the federal and state government for the long-term care ombudsman program with the Area Agency on Aging in his upcoming Budget message. We should have seven ombudsmen based on national statistics and standards, however we only have five.

There was a great turnout for our new member orientation sessions. There were three sessions available to accommodate a variety of dates and times. Mr. Worsley is open to having a one-on-one orientation for anyone else who couldn't make one of those sessions.

Mr. Worsley commended staff for their work on securing a \$10M Weatherization Assistance Program award. Will help over 900 homes.

At the April Board of Delegates Meeting, the budget will be presented, and a public hearing will be held. No dues increases are expected.

City/County Managers and Solid Waste Managers met today to discuss challenges and opportunities for regional collaboration around this topic.

Mr. Worsley will be in Micro tomorrow presenting their budget. They are now caught up on all their audits (which were previously 3 years behind), and have the potential to build fund balance. With assistance, these elected officials have shown how you can dig in and turn things around.

## 11. Closed Session

12. Other Business

a. Other Business

*Presenter: Byron McAllister, Board Chair*

Chair McAllister will be in touch with Mr. Lawter about convening a Nominating Committee.

13. Adjournment

With there being nothing further, the meeting adjourned at 7:14 pm.

Duly adopted this 24<sup>th</sup> day of June 2026 while in regular session.

\_\_\_\_\_  
Byron McAllister  
Board Chair

ATTEST:

\_\_\_\_\_  
Beth Seidel  
Clerk to the Board  
Central Pines Regional Council

**Meeting Date:**

June 24, 2026

**Agenda Location:**

Consent

**Item Title:**

FY25-26 Budget Amendment #7

**Presenter(s):**

Hope Tally, CFO

**Background:**

According to the Budget Resolution for Fiscal Year 2025-2026 adopted on May 24, 2025, the Chief Finance Officer is authorized to transfer funds within and among divisions as needed during the fiscal year. Any additions or reductions to the total budget warrant adoption of an amendment to the FY26 budget resolution. The proposed attached resolution decreases the total CPRC budget by \$3,614,211.

Our current financial software does not allow for the tracking of multi-year project funds. CPRC maintains several multiyear grants and budgets based on estimated timelines associated with those grants or projects. With the new financial software being implemented with the new fiscal year, CPRC began budgeting new multi-year projects as project grant resolutions. This budget amendment reduces all budgets with adjusted timelines to more accurately reflect the budget needed and reported in the FY26 financial statements. Projects being amended include Chatham-Durham Digital Inclusion, Chatham ESFR 2024, Clean Water Education Partnership, Climate Pollution Reduction Grant, Durham Street Medicine, EPA Brownfields, Fayetteville Street Corridor, FHLB Grant, Foreign Trade Zone, HR Assistance, Lee ESFR 2024, Planning Assistance, Raleigh LMI Solarize, Raleigh Watershed, TEST, Transportation Demand Management, Trinity Zion Rehabilitation, Wake County ARPA, Wake ESFR 2024, Weatherization Assistance Program 2026.

**Recommendation:**

Place on Consent Agenda

**Focus Area:**

Administrative

**Will Documentation Be Included for Agenda Packet:**

Yes

No

If yes, please include documentation in the appropriate meeting folder [HERE](#).

**Central Pines Regional Council**  
**A Resolution for Budget Amendment 7**  
**of the Fiscal Year 2025-2026 Budget**

**WHEREAS**, the Central Pines Regional Council adopted its 2025-2026 Budget Resolution on May 28, 2025; and, **WHEREAS**, it is necessary for Central Pines Regional Council to make a revision by way of the following amendment;

**NOW, THEREFORE, BE IT RESOLVED** that the Central Pines Regional Council FY 2025-2026 Budget Resolution is hereby amended as follows:

**SECTION 1. REVENUES**

<b>Revenues by Source:</b>	<b>Revised</b>	<b>Amendment</b>	<b>New Revised</b>
Federal	\$ 9,621,319	\$ (912,538)	\$ 8,708,781
Federal Pass Thru	19,521,565	(2,199,000)	17,322,565
State	2,221,038	-	2,221,038
State Pass Thru	379,619	-	379,619
Member Investment	928,000	-	928,000
Special Local Dues	2,746,793	(130,000)	2,616,793
Local Aging Share	276,116	-	276,116
Project Income	3,214,889	(372,673)	2,842,216
Appropriated Fund Balance	241,258	-	241,258
Other Revenue	273,647	-	273,647
<b>General Fund Total Revenues:</b>	<b>\$ 39,424,244</b>	<b>\$ (3,614,211)</b>	<b>\$ 35,810,033</b>

**SECTION 2. EXPENDITURES**

<b>Expenditures by Division:</b>	<b>Revised</b>	<b>Amendment</b>	<b>New Revised</b>
General Government	\$ 297,243	\$ -	\$ 297,243
Member Support Strategy	2,740,167	(129,000)	2,611,167
Transportation	3,221,955	(213,000)	3,008,955
Triangle West TPO	6,496,071	-	6,496,071
Community & Economic Development	4,031,899	(995,000)	3,036,899
Housing	4,397,881	(1,428,800)	2,969,081
Environment & Resilience	3,386,397	(848,411)	2,537,986
Aging & Human Services	14,852,631	-	14,852,631
<b>General Fund Total Expenditures:</b>	<b>\$ 39,424,244</b>	<b>\$ (3,614,211)</b>	<b>\$ 35,810,033</b>

Adopted and approved on this 24th day of June 2026.

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Byron McAllister, Chair

Attest:

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Lee Worsley, Executive Director

**Meeting Date:**

June 24, 2026

**Agenda Location:**

Consent

**Item Title:**

Pay & Classification Amendment

**Presenter(s):**

Jenny Halsey, Deputy Executive Director

**Background:**

The Central Pines Regional Council (CPRC) Pay and Classification Plan is subject to approval by the Board of Delegates. The Board approved the FY27 Pay and Classification Plan as part of the FY27 Budget adoption in May 2026.

Since that approval, CPRC has been awarded funding through the North Carolina Department of Environmental Quality's Weatherization Assistance Program. To support implementation of this program, CPRC anticipates hiring one or more Residential Energy Auditors during FY27.

The Residential Energy Auditor position will be responsible for conducting home energy assessments for eligible low-income households, identifying energy-efficiency improvements, educating homeowners on energy-saving measures, and supporting the delivery of weatherization and home repair services. Because CPRC has not previously employed a position with comparable duties, the position is not included in the currently adopted Pay and Classification Plan.

Staff have developed a classification and salary range for the Residential Energy Auditor and incorporated the position into the revised FY27 Pay and Classification Plan. Board approval is requested to amend the FY27 Pay and Classification Plan to include this new position. Funding for the position is provided through the North Carolina Department of Environmental Quality utilizing federal Infrastructure Investment and Jobs Act (IIJA) and annual Weatherization Assistance Program funds.

**Recommendation:**

Place on Consent Agenda

**Focus Area:**

Administrative

**Will Documentation Be Included for Agenda Packet:**

Yes

No

## Central Pines Regional Council

Assignment of Classes to Grades & Salary Ranges

Proposed Effective: July 1, 2026

Grade	Class Title	FLSA Status	Minimum	Midpoint	Maximum
13			\$ 37,102	\$ 50,163	\$ 61,739
14	Aging Program Associate	N	\$ 40,516	\$ 52,671	\$ 64,826
15			\$ 42,542	\$ 55,305	\$ 68,066
16	Accounting Technician I	N	\$ 44,670	\$ 58,070	\$ 71,470
	Planning Assistant	N			
17			\$ 46,903	\$ 60,973	\$ 75,044
18	Accounting Technician II	N	\$ 49,247	\$ 64,022	\$ 78,796
	Administrative Support Specialist	N			
	Aging Program Specialist	N			
19	Accounting Coordinator	N	\$ 51,710	\$ 67,223	\$ 82,736
	Housing Program Specialist	N			
	Veteran Directed Care Program Care Advisor	N			
	Residential Energy Auditor	N			
20			\$ 54,295	\$ 70,584	\$ 86,873
21	Planner I	N	\$ 57,009	\$ 74,113	\$ 91,217
	Regional Ombudsman	N			
22	Aging Program Coordinator	N	\$ 59,861	\$ 77,819	\$ 95,776
	Communications Coordinator	N			
23	Member Engagement Coordinator	E	\$ 62,853	\$ 81,710	\$ 100,566
	Planner II	E			
	Management Analyst	E			
	Aging Program Coordinator II	E			
	HR Analyst	E			
24			\$ 65,997	\$ 85,795	\$ 105,594
25	Senior Planner	E	\$ 69,297	\$ 90,085	\$ 110,875
26					
27	Principal Planner	E	\$ 76,400	\$ 99,319	\$ 122,239
	Area Agency on Aging Assistant Director	E			
28			\$ 80,219	\$ 104,285	\$ 128,350
29	Housing Program Manager	E	\$ 84,230	\$ 109,499	\$ 134,768
	Planning Program Manager	E			
	Community and Economic Development Program Manager	E			
	Environment and Resiliency Program Manager	E			
	Member Engagement Manager	E			
	Water Resources Program Manager	E			
30	Finance Manager	E	\$ 88,442	\$ 114,974	\$ 141,506
31			\$ 92,864	\$ 120,722	\$ 148,581
32	Area Agency on Aging Director	E	\$ 97,507	\$ 126,758	\$ 156,011
	Community and Economic Development Director	E			
	Transportation Director	E			
	Environment & Resilience Director	E			
	Local Government Services Director	E			
33			\$ 102,383	\$ 133,096	\$ 163,811
34			\$ 107,502	\$ 139,751	\$ 172,002
35			\$ 112,877	\$ 146,739	\$ 180,602
36	Chief Finance Officer	E	\$ 118,521	\$ 154,077	\$ 189,633
37	Deputy Executive Director	E	\$ 124,447	\$ 161,780	\$ 199,115

***A RESOLUTION TO ADOPT THE FISCAL YEAR 2026-2027 PAY AND CLASSIFICATION TABLE FOR CENTRAL PINES REGIONAL COUNCIL***

WHEREAS, Central Pines was recently awarded a grant through the North Carolina Department of Environmental Quality through the IIJA and Annual Weatherization Assistance Program, and identified a need for a new position not currently included in the Pay and Classification Plan; and,

WHEREAS, the Pay and Classification Plan Table for Central Pines Regional Council has been revised since last adopted to include the Residential Energy Auditor; and,

WHEREAS, it is the responsibility of the Central Pines Board of Delegates, through CPRC's Charter, to approve any revisions to the Pay and Classification Plan for CPRC employees; and,

WHEREAS, the Fiscal Year 2026-2027 Pay and Classification Plan for CPRC are presented for the Board's approval;

***NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL PINES REGIONAL COUNCIL BOARD OF DELEGATES*** that the Pay and Classification Plan Table for Central Pines Regional Council is hereby incorporated through the adoption of this Resolution.

Adopted and approved this 24<sup>th</sup> day of June, 2026.

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Byron McAllister  
Chair

ATTEST:

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Beth Seidel  
Clerk to the Board

**Meeting Date:**

June 24, 2026

**Agenda Location:**

Closed Session

**Item Title:**

Executive Director Performance Evaluation

**Presenter(s):**

Byron McAllister, Board Chair

**Background:**

The employment agreement of Executive Director Lee Worsley states that the Executive Committee will evaluate the Executive Director's job performance annually.

It is recommended that the Executive Committee enter closed session as permitted by North Carolina General Statutes Section 143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

The Executive Committee may return to an open session following the evaluation to talk about any relevant action related to the Executive Director's compensation.

**Recommendation:**

Other (please specify)

**Focus Area:**

Administrative

**Will Documentation Be Included for Agenda Packet:**

Yes  No

If yes, please include documentation in the appropriate meeting folder [HERE](#).

**Month Ending: May 2026**

**Central Pines Regional Council**

Revised Budget	Revenue Collected	Expense Disbursed	Rev Over(Under) Exp
32,928,173	20,957,848.73	20,431,216.73	526,632.00

Member Dues Budgeted	Member Dues Collected	% Collected	% Remaining
928,000	877,815.16	95%	5%

**Q4 Top Funding Agencies**

1. NC Dept of Aging & Adult Services
2. Wake County
3. NC Department of Transportation
4. City of Raleigh
5. City of Durham
6. Housing for New Hope
7. Durham VA Medical Center
8. NC Housing Finance Agency
9. NC Department of Information Technology
10. Environmental Protection Agency

**Month Ending: May 2026**

**Triangle West TPO**

Revised Budget	Revenue Collected	Expense Disbursed	Rev Over(Under) Exp
6,496,071	2,661,107.03	4,067,615.89	(1,406,508.86)

Member Dues Budgeted	Member Dues Collected	% Collected	% Remaining
905,937	787,950.00	87%	13%

**Q4 Top Funding Agencies**

1. NC Department of Transportation
2. City of Durham
3. Town of Chapel Hill
4. GoTriangle
5. Durham County
6. Orange County
7. Town of Carrboro
8. Chatham County
9. Town of Hillsborough