



Central Pines Regional Council Executive Committee

Meeting Minutes

Wednesday, May 1, 2024

6:00 – 8:00 pm | Virtual

Chair Butch Lawter, Presiding

Delegates & Alternates Attending:

Wilma Laney, Town of Aberdeen
Brett Gantt, Town of Apex
Kathleen Ferguson, Town of Hillsborough
Butch Lawter, Johnston County
Bill Carver, Lee County
Katy Garcia, Town of Micro
Jean Hamilton, Orange County
Sally Greene, Orange County (A)
Rebecca Salmon, City of Sanford
Susan Evans, Wake County

CPRC Staff Attending:

Beth Davis, Member Engagement Coordinator
Jenny Halsey, Assistant Executive Director
Lee Worsley, Executive Director
Hope Tally, Chief Finance Officer

1. Call to Order

- a. Call to Order and Welcome
Official: Butch Lawter, Chair

- b. Roll Call

- c. Declaration of Quorum
Official: Butch Lawter

Chair Butch Lawter called the meeting to order at 6:02 pm and went over housekeeping information. He reminded everyone about the virtual meeting guidelines. Beth Davis, Member Engagement Coordinator, called roll and a quorum was met.

2. Review of Agenda

- a. Review of Agenda
Official: Butch Lawter

Chair Lawter approved the agenda.

3. Presentations and Recognitions

4. Business

5. Consent

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: March 27, 2024
- b. Adoption of Budget Amendment #8, Resolution #2024-05-01

Action: Adoption of Consent Agenda
Motion: Delegate Kathleen Ferguson
Second: Delegate Jean Hamilton
Vote: Approved unanimously by roll call

6. Items Removed from Consent Agenda

7. Public Hearings

- a. Executive Director's Recommended Fiscal Year 2024-2025 Budget and Public Hearing
Presenter: Lee Worsley, Executive Director
Potential Action: Receive as information, ask questions and discuss recommended budget, and open Public Hearing

Mr. Worsley presented the Recommended Fiscal Year 2024-2025 Budget which was sent to members and alternates of the Board of Delegates and the managers of CPRC's member governments on April 26. Mr. Worsley gave highlights of the recommended budget. Those included:

- Recommended Budget: \$40,442,456 (a .01% decrease from 2023-2024 adopted budget of \$40,443,100)
- Recommended Member Assessment (Dues):
 - \$0.44 per capita up to 300,000 population (change from \$0.41)
 - \$0.20 per capita after 300,000 population (increased from 250,000)
 - County members pay for unincorporated population and the match for the Area Agency on Aging program
 - Until the current Fiscal Year, per capita rate had been unchanged since Fiscal Year 1996-1997. Rate increases last year and this year are needed to address increased costs for personnel and other inflationary functions and to begin to build fund balance.
- Member Investment: \$897,316
 - Supports 3 primary areas:
 - Required local matching funds for projects (8 projects)
 - Rebuild Fund Balance (\$301,795)

- Pays a portion of salaries for a significant number of CPRC staff members (10 staff members with recommended budget)
 - Member Investment represents a small percentage of the budget (2.20%) but is the most critical funding component
 - Every \$1 of member investment leverages an additional \$44.07 in funding from other sources
- Organizational Principles are reflected in Budget
- 2024-2025 Strategic Focus Areas
 - Aging & Human Services
 - Community & Economic Development
 - Environment & Resilience
 - Housing
 - Member Support & Strategy
 - Mobility & Transportation
- New or Reclassified Positions
 - Planner I
 - Principal Planner
 - Senior Planner
 - Accounting Coordinator
- Salary & Benefits
 - All CPRC staff members are recommended to receive a 4% market adjustment
 - CPRC's play plan's minimum and maximum salaries will also be adjusted upward by 4%
 - CPRC employees eligible for merit are recommended to receive a 2% increase in pay
 - Pay & Class Study – fully implement Pay and Classification study recommendation
 - Insurance – staying with NCLM for health insurance (changing administrators from MedCost to Aetna)
 - Will offer high deductible AND a PPO option to staff for the first time
 - Increase 6.5% for high deductible plan and 4.54% for PPO plan; employees who choose PPO plan will not be eligible for HSA contribution
 - Moving vision, dental, and life insurance to one provider: Mutual of Omaha
 - Indirect Rate: 41.90% (decrease from 53.70% last year)

Delegate Bill Carver asked for clarification on ARPA funding and how that would impact the organization over the next few years. Mr. Worsley responded with a few strategies that are being put in place to shift from ARPA funding to other projects. Additionally, the Grant Assistance Program

has been seeded with the ARPA funding and is becoming self-sustaining. Mr. Worsley also mentioned that there could be additional ARPA funding coming.

Delegate Jean Hamilton asked for more clarification on the Fund Balance. Mr. Worsley explained that we are still in a good position but need to build up the unassigned fund balance for the future. Hope Tally, CFO, explained that since we've grown drastically over the past few years, we need to grow the fund balance along with that to be in a better financial position.

Mr. Worsley presented a list of potential projects for Central Pines to take on in the future and asked the Committee if they could think of any programs that CPRC could more efficiently administer for all applicable local governments.

Chair Lawter opened the Public Hearing at 7:09 pm. There were no comments, so the public hearing was closed.

Delegate Brett Gantt suggested surveying the membership about future projects that were proposed by Mr. Worsley. There were many comments commending Mr. Worsley on the informative and thorough presentation.

The recommended budget will be taken to the full Board of Delegates at the May 22 meeting.

8. Executive Director's Report

a. Executive Director's Report

Presenter: Lee Worsley

Potential Action: None – Receive as Information

- **Energy Future Grant Award** – Our CPRC Regional Recovery and Resilience Coordinator, Langston Alexander, has worked with Chatham County, Orange County, Chapel Hill, Carrboro, Hillsborough, Durham County, and the City of Durham, to secure **\$500,000 in grant funding**. These funds will allow these member governments and a host of community-based organizations to facilitate a regional planning process for establishing resilience hubs in disadvantaged areas within these communities. We continue to be grateful to the NC Legislature for funding Langston's position to build capacity across the region for resilience work.
- **Media Training for Elected Officials** – CPRC is planning to host a training session on how to interact with the media for elected officials in our region. This training will be conducted by Valonda Calloway, spokesperson, TV

Host, and Presentation & Media Trainer. CPRC held this workshop last year and had great feedback! This is an in-person training and is limited to 10-15 participants. The cost is \$350 per participant with lunch included. Staff are currently trying to decide on a day in June to hold this. Staff are hoping the Executive Committee can shed some light on days of the week that are better than others.

- This workshop would cover:
 - What the media wants
 - A reporter's day
 - Crafting concise sound bites
 - The magic of editing
 - How to block and bridge
 - Body language
 - Vocal delivery
 - What to wear
 - Getting comfortable in front of the camera
 - Webcam best practices (Zoom, WebEx, Teams)
- **LOGO Career Expo** – Regional Career Expo highlighting local government careers. **Saturday, June 8 at McKimmon Center in Raleigh**. There are still missing employers representing some of CPRC's counties and municipalities and staff want to make sure everyone is represented.
- **Homelessness Program** – At the May 22 Board of Delegates Meeting, the topic will be housing insecurity and homelessness, with a specific focus on vulnerable populations (older adults and youth) in the region. The Board will hear from presenters on local and statewide programs, data, and efforts at CPRC to apply for funding and develop systemwide approaches. The Board will also participate in breakout groups to discuss their own challenges and gaps they still need to fill.
- **AI and Our Future Fireside Chat with John Chambers** – Steve Rao, CPRC Delegate, is hosting in partnership with NC IDEA, NC Tech, NC Council of Entrepreneurial Development, and others.
 - This event will bring together leaders in the entrepreneurial ecosystem to discuss how startups are utilizing AI, learn about investors' AI strategies in their portfolios, and how local government and startups can work together and harness AI to innovate communities, create the jobs of the new economy and deliver value to our customers and residents.

- Event will help government leaders on policies and approaches we need to be thinking about as we continue to witness the rapid acceleration of AI Innovation.
- May 15th from 3:00-6:30 at CPRC Conference Room (or you can join virtually)
- **Age-Friendly Communities Event** – Advancing Livable Inclusive Vibrant Environments (ALIVE)
 - Join key stakeholders from the Central Pines Region for an impactful, in-person event. Connect, learn, and grow as we share success stories and develop action plans to make our region more appealing for all. Leave feeling energized and motivated to take your community to the next level!
 - Wednesday, May 29, 2024
 - 9:00 am - 4:00 pm
 - Central Pines Regional Council
 - This event is open to anyone, but we encourage people from the following groups to attend: Elected Officials, Planners, Social Services, Managers, Transportation, Aging Services, Housing & Community Development, Community Based Organizations

9. Chair's Report

- a. Chair's Report
Presenter: Chair
Potential Action: None - Receive as Information

The Nominating committee will be meeting soon. Please let Chair Lawter know if you have any suggestions for nominations.

10. Around the Region

- a. Around the Region Reports/Updates

Aberdeen – Delegate Laney commented that the budget presentation was great.

Apex – Delegate Gantt shared that Apex recently hired a new town manager. He also noted that having people come into the area and bringing new ideas is refreshing.

Hillsborough – Delegate Ferguson stated that Hillsborough recently had their Riverfest concert, bringing in Grammy winning artists to the area, handmade parade coming up, sculptures in the garden, last Fridays are coming up.

Johnston County – Chair Lawter share that the County Commissioners will be appointing a new commissioner at next meeting (Bill Stovall). They have finally selected someone to help update ordinances. This will start in June.

Lee County – Delegate Carver shared that he recently attended the kickoff for the Lee County Reentry program which focused on resources for those reentering the workforce.

Micro – Delegate Garcia reported that Micro is still searching for a town clerk. Movies in the Park are coming up and they are hoping to have community building ready soon.

Orange County – Delegate Hamilton mentioned that the Orange County Manager is retiring in July, so they will be searching for a new county manager soon. Alternate Delegate Sally Greene shared that Orange County heard a great presentation from Piedmont Food Processing Center at their last work session.

Wake County – Delegate Evans shared that Wake County sent out an RFP related to using opioid funding to address the issues around opioid addiction (\$7.5 million to be awarded) for nonprofit partners/organizations to help with evidence-based addiction treatment, recovery support services, recovery housing support, Naloxone distribution, and early intervention. They will be accepting proposals through June. There will be an education session on May 13 at 11:00 am for those interested in applying.

11. Other Business

- a. Other Business
Presenter: Butch Lawter

12. Adjournment

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:39 pm.

Action: Motion to adjourn.

Motion: Delegate Kathleen Ferguson

Second: Delegate Susan Evans

Vote: Unanimously approved

Duly adopted this 26th day of June 2024 while in regular session.

R. S. Lawter, Jr.

R. S. Lawter, Jr.
Board Chair

ATTEST:

Beth Davis

Beth Davis
Clerk to the Board
Central Pines Regional Council