



# Triangle J Executive Committee Meeting Minutes

Wednesday, June 28, 2023- 6:00 p.m.

**Board Members in Attendance:**

Mike Dasher, Chatham County  
DeDreana Freeman, City of Durham  
Kathleen Ferguson, Town of Hillsborough  
Butch Lawter, Johnston County  
Earl McKee, Orange County  
Pamela Baldwin, Town of Pittsboro  
Donald Rains, Town of Princeton  
Rebecca Wyhoff Salmon, Town of Sanford  
Susan Evans, Wake County

**Board Members Absent:**

Ken Marshburn, Town of Garner  
Wilma Laney, Town of Aberdeen  
Mark Wilson, Town of Archer Lodge  
Heidi Carter, Durham County  
Bill Carver, Lee County

**Others Present:**

Lee Worsley  
Hope Tally  
Alaina Keegan  
Kimberly Moffett  
Beth Davis

## 1. CALL TO ORDER

- a. Call to Order and Welcome  
*Official: DeDreana Freeman*
  
- b. Roll Call
  
- c. Declaration of Quorum  
*Official: DeDreana Freeman*

Ms. Freeman called the meeting to order at 6:02 p.m. She welcomed everyone to the meeting and provided details regarding requirements for a virtual meeting. She requested that Ms. Keegan complete the roll call. Roll call was completed, and quorum was noted.

## 2. REVIEW OF AGENDA

- a. Review of Agenda  
*Official: DeDreana Freeman*

It was requested that the agenda be amended by removal of the following items:

- Item 7a – Executive Director Report
- Item 8a – Chair Report
- Item 9a – Around the Region
- Item 10a – Other
- Item 11a – Closed Session

**ACTION:** Motion to Amend the Agenda as Above

Motion: Board Member Ferguson  
Second: Board Member Baldwin

Vote: Unanimous

*Following the motion and second, a roll call was completed by Ms. Keegan and the following votes of those in favor were noted: Chatham County, City of Durham, Town of Hillsborough, Johnston County, Orange County, Town of Pittsboro, Town of Princeton, City of Sanford and Wake County.*

**3. PRESENTATIONS AND RECOGNITIONS**

**4. NEW BUSINESS**

- a. Rescinding of Conflict of Interest & Gift Policy and Uniform Guidance Procurement Policy  
*Presenter: Lee Worsley, Executive Director*

Mr. Worsley presented this item and provided details about the request to rescind the Conflict of Interest & Gift Policy and Uniform Guidance Procurement Policy. It was stated the reason for rescinding was the policies were previously adopted to comply with the Federal Uniform Guidelines. Since that time staff have been working to streamline all policies and ensure they are all consolidated into one complete policy. Mr. Worsley said the new policy would be instituted tomorrow, and this was the reason for rescinding previously adopted policies. It was stated this was strictly a transfer of policies into a new document, no amendments to the policies were made. There were no questions at this time.

- b. Budget Amendments  
*Presenter: Hope Tally, Finance Director*

Ms. Tally presented this item and stated that the budget amendments were being presented as follows; one for FY '22-'23 and one for FY '23-'24. Ms. Tally also presented background information on the new format of amendment. She stated there was only one project that became known after the new budget was recently adopted and this amendment was related to that project. There were no questions at this time.

**5. CONSENT**

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

- a. Approval of Agenda as Presented – *Removed from Agenda*
- b. Consideration of adopting DRAFT Minutes from:
  - i. *Executive Committee Meeting – September 22, 2022*
  - ii. *Executive Committee Meeting – December 2, 2022*
  - iii. *Executive Committee Meeting – March 1, 2023*
- c. Resolution 2023-06-01 Rescinding Conflict of Interest & Gift Policy/ Uniform Guidance Procurement Policy
- d. Resolution 2023-06-02, Budget Amendment #1

**ACTION:** Adoption of Consent Agenda with Removal of 5a

Motion: Board Member Evans  
 Second: Board Member Ferguson  
 Vote: Unanimous

Following the motion and vote, a roll call was completed by Ms. Keegan and the following votes of those in favor were noted: Chatham County, City of Durham, Town of Hillsborough, Johnston County, Orange County, Town of Pittsboro, Town of Princeton, City of Sanford and Wake County.

**6. ITEMS REMOVED FROM CONSENT AGENDA**

Item 5a was removed from the Consent Agenda and agenda was adopted with amendment as indicated.

**7. EXECUTIVE DIRECTOR'S REPORT**

- a. Executive Director's Report  
*Presenter: Lee Worsley*

*This item was removed from the agenda.*

**8. CHAIR'S REPORT**

- a. Chair's Report  
*Official: DeDreana Freeman*

*This item was removed from the agenda.*

**9. AROUND THE REGION**

- a. Around the Region Reports/Updates

*This item was removed from the agenda.*

**10. OTHER BUSINESS**

- a. Other Business  
*Official: DeDreana Freeman*

*This item was removed from the agenda.*

**11. CLOSED SESSION**

Closed Session pursuant to NCGS 143-318.11(a)(6) to conduct annual performance review of the Executive Director.

*This item was removed from the agenda.*

**12. ADJOURNMENT**

- a. Adjourn the Meeting

Board Member Rains asked when the evaluation for Executive Director would be completed. It was stated that item would most likely be added to the September 2023 agenda.

With there being nothing further, the meeting was adjourned at 6:15 p.m.

**ACTION:** Adjourn the Meeting

Motion: Board Member Rains  
Second: Board Member Baldwin  
Vote: Unanimous

Duly adopted this the 27<sup>th</sup> day of September, 2023 while in regular session.

*Wilma Laney*

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Chair

ATTEST:

*Lee Worsley*

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Lee Worsley  
Executive Director