

**MINUTES
UPPER COASTAL PLAIN COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS MEETING
OCTOBER 15, 2019**

BOARD MEMBERS PRESENT

Doug Hughes, Chairman	At-Large Board Member	Northampton County
Greg Browning, Vice-Chairman	Alternate Board Member	City of Roanoke Rapids
Wayne Anderson	Mayor	Town of Enfield
Holly Barcelo	Assistant Clerk	Town of Littleton
Fred Belfield, Jr.	Commissioner	Nash County
Roy Bell	Mayor	Town of Garysburg
Phil Boone (Alt.)	Planning Board Chair	Town of Dortches
Eddie Braxton	Mayor	Town of Scotland Neck
Tony Brown	Manager	Halifax County
Eddie Coats	At-Large Board Member	Nash County
Alice P. Delbridge	Mayor	Town of Gaston
Dwan Finch (Alt.)	Commissioner	Town of Bailey
Norlan Graves	At-Large Board member	Halifax County
Ron Hunt (Alt.)	Assistant Manager/Clerk	Wilson County
Geraldine Langford	Mayor	Town of Seaboard
Marshall Lassiter	Manager	Town of Severn
Ellene Leonard	Mayor	Town of Castalia
Luther H. Lewis, Jr.	Mayor	Town of Middlesex
Brenda Lucas	Commissioner	Town of Spring Hope
Martha Lucas	Council Member	Town of Momeyer
Sherry L. Lucas	Commissioner	Wilson County
Lokie Majette (Alt.)	Commissioner	Town of Conway
Jason S. Morris	Mayor	Town of Jackson
Florence W. Pender	Mayor Pro-Tem	Town of Pinetops
Jesse Petteway	Commissioner	Town of Conetoe
Kenneth Randolph (Alt.)	Commissioner	Town of Speed
Stacie Shatzer	Assistant Manager	Nash County
Tracy Shearin	Town Administrator/Clerk	Town of Red Oak
Barbara S. Simmons	At-Large Board Member	Halifax County
Robert Sykes	Commissioner	Town of Hobgood
Leo Taylor	Mayor Pro-Tem	Town of Tarboro
Charles Tyner	Board Chairman	Northampton County
Ralph D. Webb	Commissioner	Edgecombe County
Mary Wells	At-Large Board Member	Nash County
Franklin Williams (Alt.)	Econ. Dev. Coordinator	Northampton County

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*If your name is missing, you may not have signed in. Please let us know so we can make that correction

MEMBERS PRESENT BY PROXY

Kenneth W. Manuel	Mayor	Town of Woodland
Esterine Gary Pitt	Mayor	Town of Whitakers
Grady Smith	Mayor	Town of Elm City
John L. White	Mayor	Town of Halifax

ALTERNATES WHO ATTENDED WITH THEIR MEMBER

Jae Kim	Manager	Town of Spring Hope
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GUESTS

Allen Daniels	Commissioner	Town of Bailey
Doris Delbridge	Special Guest	
Earlene Petteway	Special Guest	
Barbara Taylor	Commissioner	Town of Pinetops
Marlita Thompson	Town Clerk	Town of Castalia

MEMBERS NOT PRESENT

Michael Bell	Councilman	City of Wilson
Miranda Boykin	Mayor	Town of Sims
Kirby Brown (Alt. attended)	Mayor	Town of Dortches
Samuel L. Davis	At-Large Board Member	Edgecombe County
Bill Edmundson	Mayor	Town of Stantonsburg
Eric Evans	Manager	Edgecombe County
Carl Ferebee (Alt. attended)	Council Member	City of Roanoke Rapids
Stevie Flythe	Commissioner	Town of Lasker
Reginald Harris	At-Large Board Member	Wilson County
Wilbert Harrison (Alt. attended)	Mayor	Town of Speed
Charles Jackson (Alt. attended)	Manager	Northampton County
Bobbie D. Jones	Mayor	Town of Princeville
Mike Keel	Mayor	Town of Macclesfield
Andre Knight	Council Member	City of Rocky Mount
Julia Meacham	Mayor	Town of Weldon

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Thomas Richards (Alt. attended)	Mayor	Town of Bailey
Doris Risper	Mayor	Town of Rich Square
Elaine Saunders	Commissioner	Town of Saratoga
Mack Smith	Mayor	Town of Black Creek
Marcelle O. Smith	Commissioner	Halifax County
Donald Street	Mayor	Town of Nashville
Denise Stinagle (Alt. attended)	Manager	Wilson County
Tracy Sullivan	Interim Administrator	Town of Sharpsburg
Patricia Uzzell	Mayor Pro-Tem	Town of Lucama
Tim Wiggs	At-Large Board Member	Wilson County
Robert E. Wilkins, Sr.	At-Large Board Member	Northampton County
Stewart Woodard (Alt. attended)	Commissioner	Town of Conway
(Vacant)	At-Large Board member	Edgecombe County

STAFF

Robert Hiett	Executive Director
Michael Williams	Workforce Development Program Director
Mary Marlin	Area Agency on Aging Program Director
Andrew Delonna	PDS Community Development Manager
Mark Hill	Finance Director
Kelly Skinner	Executive Assistant/Clerk to the Board
Jennifer Andrews	Administrative Assistant
Susan Phipps	WFD MIS/ISD Manager
Damien Neville	WFD Youth Program Manager
Prince Williams	WFD Business Engagement Coordinator
Amy Brown	WFD Title I Lead
Rose Motley	WFD Title I Lead
Duna Dickinson	WFD NCWorks Outreach Coordinator

CALL TO ORDER

Chairman Hughes called the meeting of the Upper Coastal Plain Council of Governments Board of Directors to order at the Nash Community College Brown Auditorium at 6:45 PM. He welcomed all in attendance, expressed his appreciation for the larger turnout for the past two meetings, and asked all new board members and guests to introduce themselves.

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Chairman Hughes then asked for a moment of silence for board member Sam Davis who has been in the hospital and for Mayor Alice Delbridge whose mother recently passed away.

He also commended Mrs. Mary Wells for her dedication, stating that this is her 64th wedding anniversary and she is at the meeting. Congratulations Mr. and Mrs. Wells!

APPROVAL OF MINUTES

Chairman Hughes asked if there were any changes or corrections to the August 20, 2019 minutes. There being none, Mr. Leo Taylor made a motion to approve the minutes as written, Mr. Roy Bell seconded, and the motion carried unanimously.

ITEMS FOR ACTION

Chairman Hughes stated that the Executive Committee approved all action items as presented by Mr. Hill and asked if there were any questions from the full Board. There being no questions from the floor, Chairman Hughes called for a motion to approve the financial reports for June – August 2019, the budget amendment for WFD, and the budget amendment for AAA. Mr. Browning made the motion to approve all items recommended by the Executive Committee, Mrs. Barbara Simmons seconded, and the motion passed unanimously.

CHAIRMAN'S REPORT

Chairman Hughes gave a brief update on the status of the consent agenda. He commented that an agreement had been reached at the last Board Officers' meeting as to how it would be handled. He explained that the Executive Committee will not have a Consent Agenda because they are required to take action on all items and make recommendations to the full Board. Once approved by the Executive Committee, they will go on to be recommended on the full Board consent agenda. He explained that any item can be removed from the consent agenda or brought up for further discussion before being voted on, otherwise all items will be approved with one vote from the consent agenda. A rule will be voted on and put into place, hopefully in January, before implementing the consent agenda at the March Board meeting. The purpose of the consent agenda is to avoid duplication and to shorten the length of the meetings.

Chairman Hughes commented that he was pleased to represent the UCPCOG at the Grand Opening of Dominion Energy's Atlantic Coast Pipeline Operations Center in Northampton

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County on Friday, October 11, 2019. He stated that the operations center is a Green facility, beautifully designed, and that the project is expected to bring a tax base of about \$1.3 million each year to Northampton County. He added that the compressor station is still under construction. He shared a briefing of the updates given at the open house on the pipeline project, explaining that a delay was caused by the challenge of permits issued to cross the Appalachian Trail and the case is being referred to the US Supreme Court. Work continues in areas that do not affect the Appalachian Trail.

NORTH CAROLINA ASSOCIATION OF REGIONAL COUNCILS OF GOVERNMENT (NCARCOG)
REPORT

Vice-Chairman Browning expressed his appreciation for the growth in attendance at the meeting.

Mr. Browning gave a brief report from the NCARCOG meeting he attended with Mr. Hiatt representing the UCPCOG in Hillsborough, NC on October 4, 2019. He explained that the UCPCOG is one of 16 regional councils in the state and these meetings bring together leadership from each COG throughout the state on a bi-monthly basis at centralized locations within NC. Vice-Chairman Browning summarized presentations given at the meeting by NC Transportation Secretary, James Trogdon and by Michael Leach with the NC Division of Health and Human Services. Topics included transportation planning, the opioid crisis, food shortages in NC, and Medicaid to name a few.

EXECUTIVE DIRECTOR'S REPORT

Mr. Hiatt highlighted details from each item in his report, beginning on page 22 of the agenda packet.

Highlights:

- Mr. Hiatt shared the recently updated Revolving Loan Fund (RLF) program brochure provided in the agenda packet.
- He provided an update on the Simulation Project, stating that a national award was recently presented to UCPCOG staff for the project. The idea behind the project is to help youth understand more about the local industries (i.e. farming, trucking, healthcare, etc.) and lead them to the training pathways of those industries. These games give our youth a bird's eye view of these industries by operating simulated equipment, completing tasks, and exposes them to other components such as financial literacy and teamwork.

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- He reminded everyone that the UCPCOG Annual Banquet will be held Tuesday, November 19, 2019 at the Rocky Mount Event Center. The reception begins at 6:00 p.m., dinner at 6:30, and the program at 7:00. The theme will be centered around the RAMP East project. Speakers include: Tony Copeland, NC Department of Commerce Secretary; Peter Hans, President, NC Community College System; Norris Tolson, President & CEO, Carolinas Gateway Partnership; as well as area employers and graduates of the RAMP East Program.
- A multi-regional workshop on Regional Resiliency is being held on November 12, 2019 at the UCPCOG offices. The focus is on the activities surrounding disaster recovery and response and it will be a good learning experience.
- The Regional Broadband Taskforce met October 15, 2019. Partnerships are continually being built and new groups being brought in to the taskforce. The NC Office of Rural Health was brought in for the October 15th meeting to discuss telehealth, which requires good Broadband. They also discussed what telehealth is, where it needs to be delivered, and how it can be accessed. The state Director for the NC Office of Rural Health has been invited to speak at the UCPCOG board meeting in January 2020.

Mr. Hiatt opened the floor for questions.

WORKFORCE DEVELOPMENT (WFD) DEPARTMENTAL PRESENTATION

Mr. Michael Williams asked his staff to come up and introduce themselves and tell a little about their role in Workforce Development. After introductions, Mr. Williams presented the information in the handout provided to attendees and answered questions from the floor. He gave some basic information about the RAMP East project, explaining that more details will be provided at the Annual Banquet.

IMPACT REPORT HIGHLIGHTS

Chairman Hughes asked Ms. Marlin to present the AAA Impact Report information found in the agenda packet.

Ms. Marlin reviewed the information and gave a brief update for each county.

Highlights:

- Ms. Marlin shared her excitement to learn that the oldest member to go through the RAMP East project Mr. Williams spoke of was a Senior citizen close to 80 years old.

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- Ms. Marlin stated that numbers on the Impact Report reflect July and August totals.
- The NC State Plan on Aging, titled “An Age of Opportunity”, is now available on the NCDHHS website (<https://files.nc.gov/ncdhhs/TheNorthCarolinaStatePlanonAging-6.27.19-AE-3-image-cover.pdf>) for anyone who would like to review it.
- A draft update of the UCPCOG AAA Plan on Aging for 2020-2024 is due May 1, 2020 and final draft by the end of May. AAA staff will be seeking community input during the process.
- You can learn more about the Medicaid transformation by visiting the NCDHHS website (www.ncdhhs.gov). An excellent resource for what is going on with Medicaid right now is the Medicaid Managed Care County Play Book: (<https://medicaid.ncdhhs.gov/counties/county-playbook-medicaid-managed-care>).
- Ms. Marlin briefly discussed the flier from the N4A Legislative Update in the agenda packets, which gave an update on the federal Aging budget. Anyone that would like to advocate or would like further information or a template to make it easier to advocate, can contact Ms. Marlin.
- The AAA’s non-profit COMPASS has secured a lot in Wilson for a Tiny House community and are working with various agencies to get the project underway.

Andrew Delonno introduced himself as the Community Development Manager for Planning and Development Services (PDS) and stated that he would be making their presentation in the absence of Mr. Townley, PDS Director.

Highlights:

- Mr. Delonno shared that the statutes regarding land development and subdivision regulations have changed in a major way in NC. PDS will be working with the UNC School of Government to bring training to the region; more information will be provided once those details have been worked out. Training is anticipated to be scheduled by the end of the calendar year.
- PDS staff have submitted more than \$13 million in grants for CDBG and Clean Water State Revolving Fund projects for our municipalities.
- Mr. Delonno stated that PDS continues to take local initiatives toward regional goals in areas such as infrastructure.

OTHER BUSINESS

Chairman Hughes commented that board members should be getting their agenda packets earlier, allowing more time for review before the meeting. He explained that this will be very

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important with a consent agenda for the full board because things will move much quicker in the meetings.

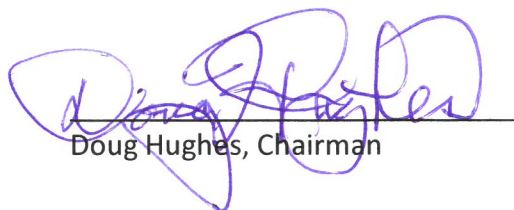
Chairman Hughes reiterated that more information will be provided at the Annual Banquet on the RAMP East project and asked everyone to attend.

DIRECTOR'S COMMENTS

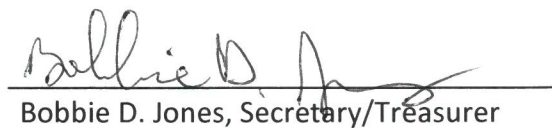
Mr. Leo Taylor invited everyone to visit the Town of Tarboro the weekend of October 17th -20th to see "The Wall That Heals", the traveling Vietnam Memorial Wall Replica.

ADJOURNMENT

There being no further business, Chairman Hughes called for a motion to adjourn. A motion was made by Mr. Tony Brown to adjourn, second made by Ms. Barbara Simmons, and the motion carried unanimously.



Doug Hughes, Chairman



Bobbie D. Jones, Secretary/Treasurer