

Land of Sky Regional Council
January 27, 2021
Regular Meeting



Under S.L. 2020-3, SB 704, Delegates are required to state their names when moving on orders of business. Thank you!

AGENDA

- I. **Call to Order (12:30pm)**
- II. **Invocation**
- III. **Pledge of Allegiance**
- IV. **Roll Call**
- V. **Consent Agenda**
 - A. Modification/Approval of Agenda
 - B. Minutes from the December 2, 2020 Regular Meeting, held Virtually via Zoom
- VI. **Public Comment**
- VII. **Recognition of Special Guests**
- VIII. **Chairperson's Comments and Delegates Roundtable**
- IX. **Presentations**
 - A. Henderson County Industrial Development, Brittany Brady, President and CEO, Henderson County Partnership for Economic Development
 - B. Pratt & Whitney Project, Clark Duncan, Senior Vice President of Economic Development, Asheville Chamber of Commerce
- X. **Old Business**
- XI. **New Business**
 - A. Nominating Committee
- XII. **Executive Director's Report**
- XIII. **Important Dates**
 - A. Next Virtual Regional Board Meeting via Zoom is scheduled for Wednesday, February 24, 2021
- XIV. **Adjournment**



BOARD OF DELEGATES AGENDA ITEM

- Subject:** December 2020 Board of Delegates Virtual Meeting Minutes
- Item Number:** V. Consent Agenda; Item B. Approval of Minutes from the December 2020 Virtual Regular Meeting
- Responsible Party:** Zia Rifkin, Administrative Services
- Attachment(s):** Minutes from the December 2020 Virtual Regular Meeting
- Background:** A quorum was present to conduct business at the December 2020 virtual meeting and the minutes provide a recap of the of the Delegates' updates from around the region. The meeting also included the annual LOSRC Awards presentation to recognize recipients of the Charles H. Campbell Regional Leadership Award, the Robert E. Shepherd Excellence in Local Government Award, the Robert C. Parrish, Sr. Intergovernmental Relations Award, and various other awards including Extraordinary Legislative Service Awards and Extraordinary Public Service Awards.
- Staff Recommendation:** Recommend acceptance of the December 2020 virtual meeting minutes
- Suggested Motion(s):** Move to approve the December 2020 virtual meeting minutes as submitted

**Virtual Meeting via Zoom of the
Land of Sky Regional Council Board of Delegates**

December 2, 2020

Minutes

I. Call to Order – Chair Volk called the meeting to order at approximately 12:30pm.

II. Invocation – Mayor Larry Harris gave the invocation.

III. Pledge of Allegiance – Chair Volk led the group in the Pledge of Allegiance.

Nathan Ramsey informed Chair Volk and the Delegates that some recipients of the special recognition awards were under a time constraint. Chair Volk determined that those awards could be made prior to the business portion of the meeting.

IV. Presentation of Special Recognition Awards –

Extraordinary Legislative Service Award - Presented to Representative Chuck McGrady who shared his appreciation for the recognition from the LOSRC Board. He also noted that he is a newly appointed member of the North Carolina Board of Transportation (NCBOT), representing the western region of the State. He encouraged people to contact him regarding transportation issues in the region.

Extraordinary Public Service Awards – Presented to Dr. Steve Smith, Tammy Cody, Elaine Russell and Stacy Saunders, who shared appreciation for the recognition. Each communicated that facing the current challenge was a team effort. Stacy Saunders recognized Dr. Mulendor, who was the previous Public Health Director for Buncombe County.

Extraordinary Legislative Service Award – Presented to Senator Van Duyn who shared her knowledge that government is effective because of the people in the region, which makes it all work. She communicated how meaningful this award is to her and expressed her sincere appreciation.

V. Roll Call – Nathan Ramsey called the roll. The following members were present: Barbara Volk, Brian Caskey, Preston Blakely, Norris Gentry, Patrick Fitzsimmons, Albert Gooch, Jason Chappell, Jonathan Kanipe, Daniel Cobb, Forrest Gilliam, Brittany Brady, John Mitchell, Mike Hawkins, Mark Biberdorf, and Bob Tomasulo.

Guests Present – Terrance Dolan, Kathy Maney, Danica Docy, Representative Chuck McGrady, Dr. Steve Smith, Tammy Cody, Elaine Russell, Stacy Saunders, Lacy Cross, Graham Fields, Robin Ramsey, Scott Adams, Christopher Todd, Scott Queen, Arthur Salido, Gene Loflin, Sandra Kilgore, John Gossett, Larry Chapman, Jaime Laughter, Andrew McKinney, Senator Terry Van Duyn, and Terry Bellamy.

Nathan Ramsey announced a quorum was present to conduct business.

VI. Consent Agenda –

The consent agenda, consisting of a. approval of the agenda, and b. minutes from the October Virtual Regular Meeting was presented for approval.

Bob Tomasulo moved to approve the consent agenda as presented. John Mitchell seconded and the motion carried unanimously and without further discussion.

VII. Public Comment – No public comments were received.

VIII. Recognition of Special Guests -

Nathan Ramsey recognized Transylvania County Chairman Mike Hawkins, as this was his last meeting with the LOSRC Board. He continued that there were many special guests participating in the meeting today and he expressed appreciation for their service to the region.

IX. Chair's Comments and Delegates Roundtable

Chair Volk requested that Delegates share updates and news of interest in their jurisdictions.

Delegates Roundtable

John Mitchell – Shared that in Henderson County, good progress is being made on construction of the high school and on the new building planned at BRCC. He recognized Brittany Brady and noted that the Commissioners approved incentives for two projects. He also shared that the County was successful in a collaborative partnership to secure the old Ecusta Line.

Norris Gentry – Shared that Madison County has many great things going on. He introduced Terrance Dolan, the new Planning and Zoning Director for the County. He wished everyone a safe and blessed holiday season.

Mike Hawkins – Shared that Transylvania County is concerned with the anomalies in the Secured Trust announcement from NC Commerce. He noted that the new tier designation for the County was concerning and is a one-year situation, which hopefully, can be resolved.

Sandra Kilgore – Shared her appreciation for the opportunity to meet the LOSRC Board and her intention to be an active member, representing the City of Asheville going forward.

Jonathan Kanipe – Shared that everyone is holding down the fort in the Town of Biltmore Forest and looking forward to upcoming Christmas events.

Albert Gooch – Shared that the Village of Flat Rock has seen two resignations from the Village Council.

Preston Blakely – Shared that in the Town of Fletcher, the Town Center project is moving forward and one proposal has been received. The Town is also in the midst of looking for a new police chief. Fun stuff happening in the Town includes the Christmas Lights in the Park until December 28. Tickets are \$1 per resident and \$2 for non-residents.

Barbara Volk – Shared that the City of Hendersonville will see its final Farmers and Craft Market for the season this coming Saturday. Main Street will be blocked and many merchants plan to have their own happenings. In addition, the City has received two new grants- one for a greenway and one for stormwater mitigation.

Christopher Todd – Shared that the Town of Laurel Park has opened up new paths and is wrapping up the new Unified Development Ordinance.

Forrest Gilliam – Shared that the Town of Marshall is proceeding as normal as it has become. He noted that there is new office development downtown and new single- and multi-family housing developments, too. Everything is going pretty well.

Brian Caskey – Shared that the Town of Mills River is working on a Comprehensive Land Use Plan and a Bike/Ped Plan. The Planning Board is very, very busy. He also shared that he was happy to report that the Town is moving forward with a solar panel project for all Town-owned buildings and excellent results are already being seen.

Daniel Cobb – Shared that the Town of Mills River recently exceeded its permit total for all of 2019.

Patrick Fitzsimmons - Shared that the Town of Weaverville is building a new community center, which is on schedule and under budget. There is a public fundraising portion for this project, which is underway, too.

Brittany Brady - Shared that in an effort to provide suitable land for industrial development, an agreement among Henderson County, City of Hendersonville, and Economic Investment Fund of Henderson County (EIF) has been finalized to purchase 41 acres of land in southeast Henderson County. The site is an industrial zoned property at Garrison Lane between Upward Road and Crest Road adjacent to Appleland Business Park.

Bob Tomasulo – Shared that the next Regional Aging Advisory Council (RAAC) meeting is planned for January 14, 2021. Attendance is virtual and invitations are available by contacting LeeAnne Tucker (leeanne@landofsky.org). He also reminded everyone that the holiday season can be especially lonely for seniors and he encouraged people to reach out to seniors in their communities.

- X. Land of Sky Regional Council - 2020 Awards Presentation –
- A. Robert E. Shepherd Excellence in Local Government Award –
Background of award. Presented to Jaime Laughter for her dedication to serving the citizens of Transylvania County and the LOSRC region. Manager Laughter expressed appreciation for the recognition, noting that she has served the region for over 14 years. Local government means a lot to the fabric of community, which inspires her every day.
- B. Charles H. Campbell Regional Leadership Award –
Background of award. Presented to Mark Biberdorf for his education and leadership to LOSRC. His leadership is a shining example to everyone. Mark Biberdorf, Town Manager for Fletcher, shared that it has been his privilege and honor to be a part of the region. He noted that this region is truly a special part of not only the state, but the entire country. In addition, he shared that he is a true believer in regionalism, which can accomplish more from a regional perspective and he expressed appreciation for the award and thanked everyone for what they do to make this region a special place.
- C. Robert G. Parrish, Sr. Intergovernmental Relations Award -
Background of award. Presented to Commissioner William Lapsley for his contribution to Henderson County and the LOSRC region for his leadership and dedication. Commissioner Lapsley's recent service as the Chair of the MPO was noted and he expressed that it is an honor for him to accept this award from such a distinguished group as the LOSRC Board. He wished everyone the best and happiest of holidays.
- XI. Old Business -
- XII. New Business
- A. Land of Sky Regional Council Annual Report FY 19-20 –
- Nathan Ramsey recognized Bill Eaker, who is retiring after 40 years of service to LOSRC. Bill shared his appreciation for the opportunity to serve the region. He thanked Chair Volk for her service to the LOSRC region, too.
- To preface the LOSRC annual report, Nathan Ramsey shared that this annual report is dedicated as a remembrance for the local elected officials who have passed away in the past year.
- <https://www.youtube.com/watch?v=bzSx4Efyxhl>
- Nathan Ramsey wished everyone an exceptional holiday season.
- XIII. Executive Director's Report
- Nathan Ramsey shared that his report was in the agenda packet. He encouraged Delegates and guests to reach out with any questions or comments regarding the report.
- Nathan Ramsey shared about the recognition that Zia Rifkin received from the State Ethics Commission for her work as the Ethics Liaison for the French Broad MPO and the Land of Sky RPO.
- XIV. Important Dates
- A. Wednesday, January 27, 2021 is the next regularly scheduled Board of Delegates meeting via the Zoom Platform.
- XV. Adjournment – ***Chair Volk adjourned the meeting, as there was no further business.***

Respectfully submitted by Zia Rifkin



BOARD OF DELEGATES AGENDA ITEM

- Subject:** Nominating Committee
- Item Number:** XI. Nominating Committee
- Responsible Party:** Land of Sky Regional Council Board of Delegates
- Attachment(s):** LOSRC Bylaws and Charter
- Background:** The Council's bylaws direct that a nominating committee be appointed at the Council's January Board of Delegates meeting to select officers and members of the Executive committee for the upcoming year starting July 1. The nominating committee is to make a recommendation to the Board of Delegates at the March meeting.
- Staff Recommendation:** N/A.
- Suggested Motion(s):** N/A



CHARTER & BYLAWS

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LAND OF SKY REGIONAL COUNCIL CHARTER

Land of Sky Regional Council (the "Council"), organized and existing as a Regional Council of Governments under and pursuant to North Carolina General Statutes, does hereby reconfirm this Land of Sky Regional Council Charter as a matter of administrative process.

Article I. Name

The Council shall be called Land of Sky Regional Council

Article II. Powers

Land of Sky Regional Council shall have the following powers as specified in North Carolina General Statute 160A-475:

- A. To apply for, accept, receive and dispense funds and grants made available to it by the State of North Carolina or any agency thereof, the United States of America or any agency thereof, any unit of local government (whether or not a member of the Council) and any private or civic agency.
- B. To employ personnel.
- C. To contract with consultants.
- D. To contract with the State of North Carolina, any other state, the United States of America, or any agency thereof, for services.
- E. To study regional government problems, including matters affecting health, safety, welfare, education, recreation, economic conditions, regional planning and regional development.
- F. To promote cooperative arrangements and coordinated action among its member governments.
- G. To make recommendations for review and action to its member governments and other public agencies which perform functions within the region in which its member governments are located.
- H. For the purpose of meeting the Council's office space and program needs, to acquire real property by purchase, gift or otherwise, and improve that property. The Council may pledge real property as security for indebtedness used to finance acquisition of that property or for improvements to that real property, subject to approval by the Local Government Commission as required under North Carolina General Statute 159-153. The Council may not exercise the power of eminent domain.

- I. Any other powers that are exercised or capable of exercise by its member governments and desirable for dealing with problems of mutual concern to the extent such powers are specifically delegated to it from time to time by resolution of the governing board of each of its member governments which are affected thereby, provided, that the Council shall not have the authority to construct or purchase buildings, or acquire title to real property, except for the purposes permitted under Subsection H of this Article or in order to exercise the authority granted by North Carolina General Statutes Chapter 260 of the Session Laws of 1979.

Article III. Delegates

- A. Each member government shall appoint a primary representative of such member government to serve as the official delegate to the Land of Sky Regional Council Board of Delegates. The appointment method for members of the Board of Delegates shall be set forth in the Council Bylaws.
- B. An alternate representative shall also be appointed by each member government to serve when the official delegate is unable to attend meetings of the Board of Delegates. The appointment method for alternate members of the Board of Delegates shall be set forth in the Council Bylaws.
- C. A majority of the members of the Board of Delegates shall be elected officials.
- D. All primary representatives appointed by member governments to serve on the Board of Delegates must be elected officials.
- E. Each member county government shall appoint one person to serve on the Board of Delegates to ensure representation of local and regional economic development interests. The appointment method for such members shall be set forth in the Council Bylaws.
- F. The Board of Delegates may appoint additional delegates to ensure the representation of collective regional interests. Such additional delegates shall be established in the Council Bylaws.
- G. The term of office, method for filling vacancies, and method of compensation and allowances shall be set forth in the Council Bylaws.

Article IV. Financial Support

Land of Sky Regional Council shall receive financial support for its operations and programs as follows:

- A. **Regular Assessments** – The member governments of Land of Sky Regional Council shall fund the Council operations by means of assessments on a per capita basis as determined by the Board of Delegates. The per capita share of a member government shall be based on the latest North Carolina Office of State Budget.

- B. Special Assessments** – The member governments shall fund certain Council operations and programs by means of special assessments as prescribed by law and determined by the Board of Delegates.
- C. State and Federal Grants** – The Council shall apply for and receive state and federal funds.
- D. Private and Charitable Contributions** – The Council shall apply for and receive and be entitled to receive funds for its operations and programs from charitable and private sources.
- E. Fees for Services** – The Council shall receive and be entitled to receive funds for services provided to other public and private organizations.
- F. Other Funds** – The Council shall receive and be entitled to receive other types of funds, not contrary to an applicable law or regulation.

Article V. Bylaws

The Land of Sky Regional Council Board of Delegates shall adopt and from time-to-time amend as needed Bylaws for the Council to ensure the efficient and effective governance of the Council.

Article VI. Dissolution

- A.** Land of Sky Regional Council shall be dissolved upon the unanimous vote of all member governments comprising the Council and the adoption of concurrent resolutions of all members of the Council setting forth the dissolution and the reason therefore.
- B.** Any member government may withdraw from Land of Sky Regional Council at the end of any fiscal year by giving at least 60 days written notice to each of the other members. Withdrawal of a member government shall not dissolve the Council if at least two members remain.
- C.** Following adoption of concurrent resolutions dissolving Land of Sky Regional Council or following withdrawal of all member governments from the Council, the Council shall proceed to liquidate its assets and pay all liabilities within a 12-month period beginning with the date of the adoption of such resolutions or withdrawal of such members. Any assets remaining following the payment of liabilities shall be distributed in cash or in-kind to the member governments in such proportions as the Board of Delegates may decide. Such distribution shall be made only after a unanimous vote of the members authorizing the distribution.

VI. Amendment

The Charter of Land of Sky Regional Council may be amended upon the adoption of concurrent resolutions by three-fourths of the existing members of the Council approving such amendment. A three-fourths majority shall be required to approve amendments to the Charter.

VII. Adoption

Having been previously adopted by all member governments of Land of Sky Regional Council, this Charter is hereby reconfirmed as a matter of administrative process for the purposes of revising and updating the Council Bylaws by action of the Land of Sky Regional Council Board of Delegates on December 9, 2015.



George S. Goosmann, III, Chair of the Council

ATTEST:



Justin B. Hembree, Executive Director

LAND OF SKY REGIONAL COUNCIL BYLAWS

Land of Sky Regional Council (the "Council"), organized and existing as a Regional Council of Governments under and pursuant to North Carolina General Statutes, does hereby ratify, confirm, and adopt the following Preamble and Articles as and for the Bylaws of Land of Sky Regional Council, replacing all Bylaws previously adopted by the Council.

Preamble

We, the representatives of counties and municipalities in the Land of Sky Region, as authorized under North Carolina General Statutes, hereby join together in a voluntary organization to be known as Land of Sky Regional Council for the purpose of meeting at regular intervals to discuss and study opportunities and challenges of mutual interest and concern, and to develop plans, policies and action recommendations for ratification and implementation by the Council, member local governments and other appropriate organizations.

We realize that our individual and common destinies rest with the interdependent actions of local governments which comprise our region.

This voluntary association which we have formed is a vehicle for closer cooperation by which members seek, by mutual agreement, solutions to mutual problems for mutual benefit.

Article I. Organization

There is hereby organized a Regional Council of Governments which shall be known as Land of Sky Regional Council and which shall be a voluntary association of the units of local governments located within Buncombe, Henderson, Madison, and Transylvania Counties of the State of North Carolina, also known as Region B of the State of North Carolina. The Council is organized under the authority of North Carolina General Statutes, and may exercise any powers heretofore or hereafter conferred upon it by North Carolina Law.

Article II. Objectives & Purposes

The objectives of the Council shall be to encourage and permit local governmental units to join and cooperate with one another, other governmental units, the private sector and public service organizations to improve the health, safety, economic conditions and general welfare of the Region's citizens and to plan for the future of the Land of Sky Region.

The Council shall have the following general purposes:

- A. To make studies and plans to guide the unified, far-reaching development of the Region and to assist any participating governmental unit in the preparation of plans or implementation of plans with the objectives and purposes of the Council.
- B. To eliminate duplication of services and to promote economy and efficiency in the coordinated growth and development of the Region.
- C. To serve as a mutual forum to identify, discuss, study and bring into focus regional challenges and opportunities.
- D. To serve as a vehicle for the collection and exchange of regional information and to provide for effective communication and coordination among governments and agencies.
- E. To foster, develop, and review policies, plans and priorities for regional economic growth and development.
- F. To furnish general and technical assistance to member governments.
- G. To facilitate agreements and develop cooperative action proposals among member governments for specific projects or other interrelated needs.
- H. To maintain contact with members, governmental units and groups or organizations and to serve as a regional forum for local government interests.
- I. To review, coordinate and expedite federal, state and local programs that are of a regional nature and best administered at a regional level.
- J. To develop plans or programs to carry out such activities as may be agreed upon by the Region's local governments.

Article III. Definitions

- A. **Council** – Land of Sky Regional Council (the “Council”).
- B. **Member** – Any municipality or county governmental unit which has adopted a resolution to join the Council and shall have received the approval of the Board of Delegates.
- C. **Affiliate Member** – Any quasi-governmental agency, private agency or public agency which has requested affiliate membership and has received the approval of the Board of Delegates.

- D. **Delegate** – A duly appointed member of the Council's Board of Delegates. Except where a contrary intent appears, "delegate" as used herein shall be deemed to include "alternate delegate."
- E. **Alternate or Alternate Delegates** – Persons that have been designated to represent their member government on the Council's Board of Delegates in the absence of the member government's delegate. Alternate delegates are not eligible to serve as Council officers or as members of the Executive Committee.

IV. Membership

- A. **Members** – Based on previous action taken by their respective governing bodies, the following units of local government are members of the Council:

- Buncombe County
- Henderson County
- Madison County
- Transylvania County
- City of Asheville
- Town of Biltmore Forest
- Town of Black Mountain
- City of Brevard
- Village of Flat Rock
- Town of Fletcher
- City of Hendersonville
- Town of Hot Springs
- Town of Laurel Park
- Town of Mars Hill
- Town of Marshall
- Town of Montreat
- Town of Rosman
- Town of Weaverville
- Town of Woodfin

Members shall be charged membership dues as approved by the Board of Delegates.

- B. **Admission of New Members** – Any municipal or county government in North Carolina shall be eligible for full voting membership in this Council. Any governmental unit desiring membership shall so notify the Executive Director of the Council in writing and shall state by resolution that it wishes to join the Council. Thereafter, the Executive Director shall cause such application to be placed on the agenda for a Board of Delegates' meeting. Membership of the applicant shall be effective on the date of acceptance of its application by the affirmative vote of a majority of the

Board of Delegates. All members shall be bound by these Bylaws and all actions of the Council consistent therewith, including the payment of dues.

- C. **Affiliate Membership** – An affiliate membership may be granted to any municipal or county governmental unit outside of Buncombe County, Henderson County, Madison County, Transylvania County or the State of North Carolina not desiring full membership, or any quasi-governmental, public or private agency involved in matters affecting the health, safety, welfare or education of the citizens of North Carolina or any adjoining state. Such affiliate memberships shall continue at the will of the Board of Delegates. Affiliate members shall not be eligible to vote on matters before the Board of Delegates. Affiliate members shall be charged membership dues as approved by the Board of Delegates.

- D. **Withdrawal of a Member** – Any member of the Council may withdraw or terminate its membership with the Council effective at the end of any fiscal year (June 30) by timely notifying all members of the Council of its intent to terminate membership. Notice shall consist of mailing a certified copy of a resolution of withdrawal from the member's governing body to each member of the Board of Delegates. The notice shall be sent by United States Mail no later than January 1 preceding the end of the fiscal year for which the withdrawal is to be effective. A member withdrawing shall not be entitled to any rebate of dues or assessments for the current fiscal year. Timely and proper notice of withdrawal shall not be waived by action of the Board of Delegates. Upon failure of a member to give the prescribed notice in compliance with these Bylaws, such member shall continue to be a member until the end of the fiscal year in which timely and proper notice is given. Such member shall also be responsible for the payment of all dues and assessments until the end of the fiscal year for which timely and proper withdrawal notice is given. Any jurisdiction which has withdrawn from the Council and reapplies for membership in the Council shall pay any and all delinquent dues and assessments before being permitted to rejoin the Council.

Article V. Board of Delegates

- A. **Membership** – The Board of Delegates is the governing body of the Council. The Board of Delegates shall consist of:
 - 1. All duly appointed delegates.
 - 2. A person appointed by each member county government to represent regional economic development interests.
 - 3. A person appointed by the Executive Committee to ensure representation of the Advisory Council on Aging.

4. A person appointed by the Executive Committee to ensure representation of the Senior Volunteer Services Advisory Council.
 5. Four persons appointed by the Executive Committee to ensure representation of regional minority interests.
- B. Certification of Delegates and Alternates** – All members, prior to the March meeting of the Board of Delegates in each year, shall certify to the Council the names, mailing addresses and email addresses of one member of their governing board to serve as their delegate and members of their governing board, staff or advisory committees to serve as their alternate delegates for a term of one year. The certified delegate and alternates shall continue to serve until the first meeting of the following March or until a successor(s) is certified.
- C. Voting** – In relation to voting, the following provisions shall apply:
1. Each member of the Board of Delegates shall be entitled to one vote on all matters before the Board of Delegates and any committee to which such member may be appointed. The vote of each member shall be personally cast by its delegate or alternate.
 2. Voting by delegates shall be by voice or by show of hands at the discretion of the presiding officer of the Board of Delegates. Upon the request of any five delegates, made before or immediately after a voice or show of hands vote, the vote shall be by a poll of the delegates.
 3. Members of the Board of Delegates may participate and vote during meetings of the Board of Delegates and any committees through electronic methods as allowed by North Carolina Law.
- D. Regular Meetings** – The Council's Board of Delegates shall meet on a regular basis at a time and place fixed by the Executive Committee from time to time. Notice of Board of Delegates meetings shall be given as required by North Carolina Law. Board of Delegates and Executive Committee meetings are open to the public.
- E. Annual Meeting** – The Board of Delegates' Annual Meeting shall be held in March of each year. During the Annual Meeting, the Board of Delegates shall elect Council officers and appoint the Executive Committee.
- F. Special Meetings** – A special meeting of the Board of Delegates may be called by the Chair of the Council or any six members of the Board of Delegates by causing such notice thereof to be given to each member as required by North Carolina Law. The notice of a special meeting shall contain

a listing of matters upon which action by the Board of Delegates may be taken. No action may be taken by the Board of Delegates at such special meetings on matters not listed on the meeting notice.

- G. **Procedure** – All meetings of the Board of Delegates shall be conducted in accordance with Robert's Rules of Order except as otherwise provided for in these Bylaws. Robert's Rules of Order may be suspended by majority vote. In this case, meetings must be conducted in accordance with generally accepted procedures for public meetings except as otherwise provided in these Bylaws.
- H. **Expenses** – Members of the Board of Delegates may be reimbursed for expenses when traveling out of the region on official Council business in accordance with the Council's travel reimbursement policies. Requests for reimbursements shall be submitted to the Executive Director for approval before payment. In addition to out of region travel expense reimbursements, the Chair of the Council may be compensated on a monthly basis for his/her service to the Council in an amount determined and approved by the Executive Committee.
- I. **Attendance** – The Council supports the full contribution of all members of the Board of Delegates. For the purposes of this section, in the case of local governments, "member" refers to the unit of local government and refers to primary delegates, alternate delegates and other persons appointed directly by governing bodies to serve on the Board of Delegates. In the case of members of the Board of Delegates not appointed by units of local government, "member" means the appointed individual.

The following provisions shall apply to meeting attendance of members of the Board of Delegates:

1. An attendance problem occurs if any of the following conditions exist in regard to a Board of Delegates member's attendance:
 - a. The member has two un-notified absences in a row. "Un-notified" means a member does not notify Council staff prior to a Board of Delegates meeting to indicate they will be absent from an upcoming meeting.
 - b. The member has three notified absences in a row. "Notified" means a member does notify Council staff prior to a Board of Delegates meeting to indicate they will be absent from an upcoming meeting.
 - c. The member misses five out of the total number of Board of Delegates meetings in a consecutive 12 month period.

2. If an attendance problem is identified, the member's appointing authority shall be notified.
3. The appointing authority and the Council will work to develop a suitable solution to the attendance problem so that a satisfactory resolution for both the appointing authority and the Council is reached.
4. After an attendance problem is identified, the Board of Delegates position for the member in question shall be declared inactive and the position shall not be used in the calculation of a quorum.

J. Current Board of Delegates – Members of the Board of Delegates serving at the time of the adoption of these Bylaws shall continue to serve until the next Annual Meeting or until their successors are appointed.

Article VI. Officers

A. Designation and Terms – The Council officers shall consist of a Chair, a Vice-Chair, a Secretary, and a Treasurer, who shall have served on the Board of Delegates for at least one full year and shall be elected and installed at the Board of Delegates' Annual Meeting. Officers shall be elected for a term of one year or until their successors are elected. There are no term limits for Council officers. Officers of the Council shall be elected officials.

B. Nominating Committee and Election – The Board of Delegates, at or prior to its January meeting each year, shall appoint a Nominating Committee of three delegates not currently serving on the Executive Committee who shall work with the Executive Director to submit to the Board of Delegates the names of proposed officers and Executive Committee members at the Annual Meeting, at which meeting the election shall be held. Nominations from the floor may be made. The person receiving the highest number of votes cast for each office and Executive Committee slot shall be deemed elected.

C. Duties of the Chair – The Chair of the Council will:

1. Preside over all meetings of the Board of Delegates and the Executive Committee and exercise such other duties and authority as otherwise set out in these Bylaws or in resolutions of the Board of Delegates or Executive Committee.
2. Execute such instruments, contracts or other documents in the name of the Council as herein set out or as otherwise authorized.

3. Supervise the Executive Director of the Council in the performance of his/her duties.
4. Perform such other tasks as required herein or as directed by the Board of Delegates or Executive Committee.

D. Duties of the Vice-Chair – The Vice-Chair of the Council will:

1. Perform the duties of the Chair when the Chair is absent or unavailable for performance of his/her duties.
2. Serve as a member of all standing committees, except for the Nominating Committee, with voice and vote.
3. Perform other such duties required herein or as shall be delegated by the Chair.

E. Duties of the Secretary – The Secretary of the Council will:

1. Work with the Executive Director to oversee the keeping of records of meetings.
2. Work with the Executive Director to supervise the taking of minutes of meetings.
3. Perform other such duties required herein or as shall be delegated by the Chair.

F. Duties of the Treasurer – The Treasurer of the Council will:

1. Work with the Executive Director to supervise financial matters of the Council.
2. Work with the Executive Director to ensure a yearly audit is conducted and presented as required by North Carolina Law and other applicable regulations.
3. Perform other such duties required herein or as shall be delegated by the Chair.

G. Current Officers - Council officers serving at the time of the adoption of these Bylaws shall continue to serve until the next Annual Meeting or until their successors are elected.

Article VII. Executive Committee

A. Membership – The Executive Committee shall be comprised of:

1. The Chair of the Council,

2. The Vice-Chair of the Council,
3. The Secretary of the Council,
4. The Treasurer of the Council,
5. A delegate from a county member government that has served on the Board of Delegates for at least one full year,
6. A delegate from a municipal member government that has served on the Board of Delegates for at least one full year,
7. A Past Chair of the Council,
8. One of the persons appointed to the Board of Delegates to ensure representation of regional minority interests and
9. One of the persons appointed to the Board of Delegates to ensure representation of the Aging Advisory Council or the Senior Volunteer Services Advisory Council.

B. Representation – No one member government may have more than one delegate on the Executive Committee. Only delegates, not alternate delegates, may serve on the Executive Committee.

C. Voting – Each member of the Executive Committee shall be entitled to one vote on any matter coming before the Executive Committee. A quorum shall consist of one-half of the current members of the Executive Committee, and all issues shall be determined by a simple majority vote of those present and voting. Members will be considered present for purposes of quorum and voting either by being physically present or present by electronic means as allowed by North Carolina Law.

D. Term of Membership – The Board of Delegates shall elect the Executive Committee each year during the Board of Delegates' March meeting. The term of membership for all delegates on the Executive Committee shall commence following the Board of Delegates' March meeting, and delegates shall serve on the Executive Committee until their successors are selected. Should any delegate on the Executive Committee cease to be a public official with his/her appointing jurisdiction, that person shall no longer be eligible to be a delegate or to serve on the Executive Committee. Vacancies created by death, resignation or otherwise shall be appointed by the current Executive Committee for a term ending at the next Executive Committee election.

E. Meetings – In relation to meetings of the Executive Committee, the following terms shall apply:

1. **Procedure** – All meetings of the Executive Committee shall be conducted in accordance with the provisions of Robert's Rules of Order except as otherwise provided in these Bylaws. Robert's Rules of Order may be suspended by majority vote. In this case, meetings must be conducted in accordance with generally accepted procedures for public meetings except as otherwise provided in these Bylaws.
2. **Time and Place** – The Executive Committee shall meet on a regular basis at a time and place fixed by the Executive Committee from time to time. Notice of Executive Committee meetings shall be given as required by North Carolina Law. Executive Committee meetings are open to the public.
3. **Special Meetings** – A special meeting of the Executive Committee may be called by the Chair of the Council, the Executive Director or any two members of the Executive Committee by causing such notice thereof to be given to each member as required by North Carolina Law. The notice of a special meeting shall contain a listing of matters upon which action by Executive Committee may be taken. No action may be taken by the Executive Committee at such special meetings on matters not listed on the meeting notice.
4. **Minutes** – General minutes of each meeting of the Executive Committee shall be taken to record actions taken by the Executive Committee.

F. Duties, Powers and Responsibilities – In addition to those specifically delegated to the Executive Committee by resolution of the Council, the Executive Committee shall have the following duties, powers and responsibilities:

1. The Executive Committee shall review, and may revise, amend, increase or decrease the Executive Director's proposed annual operating budget. After adoption of the budget by the Board of Delegates, the Executive Committee shall exercise oversight of all expenditures in accordance with the budget ordinance.
2. The Executive Committee shall have the authority to transfer or reallocate funds within the operating budget and amend the operating budget in order to meet unanticipated needs or changed conditions.
3. The Executive Committee shall have the authority to employ, fix the salary of and discharge the Executive Director, who shall serve at the pleasure of the Executive

Committee. Employment, promotion, demotion and discharge of all other employees of the Council shall be the responsibility of the Executive Director.

4. The Executive Committee shall have the authority to enact policies and procedures to ensure the effective and efficient operation of the Council, such policies and procedures being consistent with these Bylaws.
5. The Executive Committee may act on behalf of the Council on all matters affecting the Council, except for **(a)** the adoption of the annual budget and **(b)** the fixing of member dues and assessments.

G. Attendance – The Council supports the full contribution of all members of the Executive Committee. The following provisions shall apply to meeting attendance for Executive Committee members:

1. An attendance problem occurs if any of the following conditions exist in regard to a member's attendance at Executive Committee meetings:
 - a. The member has two un-notified absences in a row. "Un-notified" means a member does not notify Council staff prior to an Executive Committee meeting to indicate they will be absent from an upcoming meeting.
 - b. The member misses three of the total number of Executive Committee meetings in a consecutive 12 month period.
2. If an attendance problem is identified, the Chair will contact the member in question and work to develop a suitable solution for both the member and the Executive Committee. If this does not correct the attendance problem, the position of the member in question shall be declared vacant and a replacement will be sought in accordance with these Bylaws.

H. Current Executive Committee – The current Executive Committee serving at the time of the adoption of these Bylaws shall continue to serve until the next Annual Meeting or until their successors are elected.

Article VIII. Committees

A. Standing Advisory Committees – The Executive Committee may establish standing committees of delegates and other persons who shall serve as advisory committees to the Executive Committee and may set forth the general duties and responsibilities of such committees,

membership, term thereof and such special responsibilities as the Executive Committee may wish to assign. Any delegate may attend any meeting of any standing committee, but only the duly designated members thereof shall be entitled to vote. Nothing herein shall be construed to require any particular matter to be referred to any standing advisory committee prior to action by the Executive Committee, and the Executive Committee shall not be bound by any recommendation of any advisory committee. With the exception of the Nominating Committee, the Vice-Chair of the Council shall be a member of all standing committees with voice and vote.

- B. Ad Hoc Committees** – The Chair of the Council may establish such advisory committees as he/she may deem appropriate which shall advise the Executive Committee, Executive Director, staff, standing committees and the Council as to particular matters. The members of such committees shall be appointed by and shall serve at the will of the Chair, and the membership of such committees shall not be limited to members of the Board of Delegates.
- C. Procedure** – All meetings of committees shall be conducted in accordance with the provisions of Robert's Rules of Order except as otherwise provided in these Bylaws. Robert's Rules of Order may be suspended by majority vote. In this case, meetings must be conducted in accordance with generally accepted procedures for public meetings except as otherwise provided in these Bylaws.

Article IX. Executive Director

- A. Duties** – The Executive Director is the chief executive of the Council, appointed by and serving at the pleasure of the Executive Committee. He/she is responsible to the Executive Committee for the administration of all departments and Council operations, and has the following powers and duties:
 - 1. He/she shall appoint and suspend or remove all Council employees and agents. Such appointments, suspensions and removals shall be in accordance with any general personnel rules, regulations, policies or ordinances as the Executive Committee or Board of Delegates may adopt.
 - 2. He/she shall direct and supervise the administration of all Council offices, departments, boards, committees and agencies under the general control of the Executive Committee, subject to the general direction and control of the Chair of the Council.
 - 3. He/she shall attend all meetings of the Board of Delegates and Executive Committee and recommend any measure that he/she considers expedient.
 - 4. He/she shall see that the orders, resolutions and regulations of the Board of Delegates and/or Executive Committee are faithfully executed within the Council.
 - 5. He/she shall prepare and submit the annual budget to the Executive Committee and Board of Delegates and act as the Council's Budget Officer.

6. He/she shall make any reports that the Board of Delegates and/or Executive Committee may require concerning the operations of Council offices, departments, committees and agencies.
7. He/she shall perform other duties that may be required or authorized by the Board of Delegates and/or Executive Committee.

- B. Compensation** – Compensation for the Executive Director shall be determined by the Executive Committee at the time of appointment and may be changed from time to time by the Executive Committee.

Article X. General Finance & Contract Provisions

- A. Fiscal Controls** – The accounting and fiscal control procedures of the Council shall be in accordance with North Carolina Law and other applicable regulations as amended from time to time.
- B. Budget Preparation and Adoption** – The process for preparing and adopting the Council's budget shall be in accordance with North Carolina Law and other applicable regulations as amended from time to time.
- C. Banking** – The process for selecting and using banking institutions shall be in accordance with North Carolina Law and other applicable regulations as amended from time to time. The Executive Committee shall designate bank signatories in a manner allowed by North Carolina Law and other applicable regulations.
- D. Fiscal Year** – The fiscal year of the Council shall begin on July 1 of each year and shall end on June 30 of the following year.
- E. Bonds** – Employees and officers of the Council shall be bonded as required by North Carolina Law, resolutions of the Executive Committee and other applicable regulations as amended from time to time.
- F. Finance Officer** – The Council shall employ a person to serve as the organization's Chief Financial Officer to perform duties as required by North Carolina Law, resolutions of the Executive Committee and other applicable regulations. The person serving as Finance Officer shall serve as a regular Council employee, be selected by, be supervised by and report to the Executive Director.
- G. Annual Audit** – The finances of the Council shall be audited following the close of each fiscal year as required and outlined by North Carolina Law, resolutions of the Executive Committee and other

applicable regulations as amended from time to time. An auditor will be selected by the Executive Committee and shall submit its report to the Board of Delegates.

- H. **Contracts** – Any and all contracts and other instruments to which the Council is a party shall be executed in the name of the Council by the Executive Director or the Chair of the Council, or upon designation by the Executive Director, other Council staff reporting to the Executive Director. Except as specifically set forth in these Bylaws to the contrary, no member, officer or employee of the Council shall have the authority to bind or obligate the Council with respect to any manner whatsoever to expend any funding of the Council without the specific approval and authority of the Council.

Article XI. Amendment of Bylaws

These Bylaws may be altered or repealed and new Bylaws may be adopted by the affirmative vote of two-thirds of the delegates present and voting at any duly called meeting of the Board of Delegates at which a quorum is present. The notice of the Board of Delegate's meeting at which said proposed amendment shall be considered shall contain either the proposed amendment or a summary thereof and shall state such amendment is to be considered at that meeting.

XII. Indemnification

Any person who at any time serves or has served as a delegate, primary delegate, alternate delegate, member, officer, employee or authorized volunteer or any other agent of the Council shall have the right to be indemnified by the Council against **(a)** reasonable expenses, including attorney's fees, actually and necessarily incurred by said person in connection with any threatened, pending or completed action, suit or proceeding seeking to hold such person liable for his/her actions on behalf of the Council in such capacity, and **(b)** reasonable payments made by such person in satisfaction of any judgment or settlement approved by the Council for which such person may become liable in any such acts of any delegate, primary delegate, alternate delegate, member, officer, employee or authorized volunteer or other agent of the Council when engaged in the good faith performance of duties on behalf of the Council. Such right of indemnification shall inure to the benefit of the personal representatives of any such person.

Article XIII. Notices

When these Bylaws, a resolution of the Board of Delegates or the laws of North Carolina require **(a)** the giving of notice to the delegates of any meeting of the Council or any other matter requiring notice to a member government or its delegate or **(b)** require the dissemination of agendas, budgets or other materials to a member government or its delegate, such notice shall be written and may be disseminated by mail or electronically as authorized by North Carolina's Electronic Commerce Act (NCGS 66-58.1) and Uniform Electronic Transaction Act (NCGS 66-33-311). Such dissemination of notice shall be deemed to have been given when the same has been either **(a)** addressed to the delegate at the mailing address certified to the

Council as the mailing address of such delegate and deposited, postage prepaid, in the United States mail or **(b)** transmitted electronically to the email address of such delegate theretofore certified to the Council.

The foregoing Bylaws were duly adopted by the Land of Sky Regional Council Board of Delegates at a properly called meeting held on December 9, 2015, and shall be effective upon adoption.



George S. Goosmann, III, Chair of the Council

ATTEST:



Justin B. Hembree, Executive Director



BOARD OF DELEGATES AGENDA ITEM

- Subject:** Executive Director's Report
- Item Number:** XII. Executive Director's Report
- Responsible Party:** Nathan Ramsey, Executive Director
- Attachment(s):** Executive Director's Report for January 27, 2021
- Background:** The Executive Director's Report provides updates and relevant information from LOSRC Departments/Agencies.
- Staff Recommendation:** N/A.
- Suggested Motion(s):** N/A

Land of Sky Regional Council
Executive Director Report
Respectfully submitted by Nathan Ramsey
January 27, 2021

1. Economic & Community Development/Transportation
Economic Community Development & Transportation
 - a. ECD
 - Welcomed Paul Moon – Regional Planner, to the Team as a Regional Planner for Land of Sky.
 - We will be sending off Bill Eaker in a zoom retirement on Feb. 12 at 11:00am. He has served Land of Sky and the region for nearly 40 years!
 - ECD Director, Erica Anderson is serving on the statewide Steering Committee for the Regional Resilience Program with DPS and NCORR. The kick-off meeting was held January 6, 2021.
 - ReCONNECT for the Future – IEI Forum will be held on Feb. 15-18. Staff will be participating in panel discussion.
 - Digital Inclusion Plan Forum was held on January 13, 2021 with over 100 participants. This plan is sponsored by a grant from BAND NC and Institute for Emerging Issues.
 - The Grey Mill Apartments in Hendersonville has been awarded a NC Main Street award for best Adaptive Reuse project. LOSRC applied for and administered NC Commerce Neighborhood Revitalization Program funding (\$500,000) for the project.
 - The 5-Year Strategic Consolidated Housing and Community Development Plan has been completed and submitted to HUD for the Asheville Regional Housing Consortium to guide the use of HOME funds for the region and CDBG funds for the City of Asheville.
 - LOSRC is leveraging this experience to support the newly formed HOME Consortium in Region A, and launching their consolidated planning process in January.
 - NC DEQ 205j funding has been awarded for stormwater system inventories for the towns of Fletcher and Woodfin, as well as for an integrated Inspection and Maintenance documentation system.
 - LOSRC has been selected to participate in USEPA’s Greening America’s Communities program, which will provide a conceptual level design for a hazard mitigation project.
 - Phase 3 of the Regional Resilience Assessment has been completed, which includes a vulnerability and risk (V/R) assessment for residential properties and flooding, landslide and wildfire hazards. Both hazard exposure and V/R for multiple types of land uses and community assets can be explored via the interactive web application AccelAdapt (<https://landofsky.acceladapt.com/>).
 - Received \$22,250 grant from DHT for broadband survey marketing support for Land of Sky and Southwestern Commission.
 - Submitted technical assistance applications for EDA and ARC totaling \$316,538 in requests.

- Submitted CDBG-Infrastructure grant application for the City of Brevard.
- Completed and submitted the regional Housing Analysis and Plan to HUD for the City of Asheville.
- Assisted submit several GREAT broadband applications on behalf of our region and providers. Two projects in the region were selected for funding – Transylvania County and Buncombe County!
- Submitted multiple competitive grants to EDA, ARC, FEMA, and DEQ, including reshoring manufacturing focused on the outdoor gear sector in collaboration with Southwestern Commission and High Country Council of Governments.
- Waste Reduction Partners has been hosting webinars on COVID-19 reaching over 500 participants.
- Partnering with the AAA team to assist administer the CARES Act funds.
- Submitted a \$160,000 grant application to the FEMA BRIC program through NCDPS in partnership with several entities.
- Initiating the WNC Stormwater Partnership for training, education, and stormwater inventories for member governments.
- Partnering with the Chambers of Commerce, Small Business Support Agencies, nonprofits, and economic developers to assist small businesses through COVID-19 impacts.
- Facilitating the Regional Solid Waste Managers Forum and Recycling Program.
- Contracting with several towns for zoning and mapping assistance including Flat Rock, Marshall, Mars Hill, Andrews, and Montreat.
- Working with regional partners to identify Affordable/Workforce Housing opportunities for short-mid term solutions.

b. Transportation

- MPO staff is participating on NCDOT’s Statewide Resiliency Planning Workgroup to help identify how resiliency challenges to transportation infrastructure (rockslides, floods, wildfires) can be incorporated into the planning process to evaluate transportation needs and planned improvements
- MPO staff is participating on a VMT reduction work group with NCDOT. The work group is looking at the potential efficacy in a number of efforts to reduce the amount that people drive in metropolitan areas in North Carolina.
- The MPO held a call for planning projects to be incorporated into its FY 22 Planning Work Program. Bike/ped plans, feasibility studies, and corridor studies are eligible for this call for projects. Local governments that are awarded funds for these studies will be notified in March.
- The MPO is currently programming a number of projects into the Transportation Improvement Program, utilizing its direct allotment of federal transportation funds. These projects includes:
 - Engineering and Construction for three phases of the Ecusta Trail
 - Construction funding for improvements on Coxe Avenue
 - Additional funding for construction of the North RAD Greenway
 - Engineering and Construction for the Clear Creek Greenway

- Construction funds for bike/ped upgrades on Haywood Road in West Asheville
- Construction funds for an extension of sidewalk on Broadway Avenue
- Construction funds pedestrian improvements at the I-240/Charlotte Street Interchange
- Construction funds for pedestrian safety improvements at various sites around the City of Asheville
- Construction funds to add a signal at Biltmore Avenue and White Fawn Drive
- Additional construction funds for the Riverwalk Greenway in Black Mountain
- The MPO held a call for projects to utilize federal 5310 and Job Access Reverse Commute Funds in the MPO area. These are transit funds that are programmed on an annual basis to transit providers and non-profits that provide trips to seniors, individuals with disabilities, and transit routes that help residents access jobs.
- Continuing to work with the City of Asheville on the Close the GAP Plan (Greenways, ADA, and Pedestrian)

2. Workforce Development

- Annual recognition event was held December 1, 2020. The event recognized outstanding employers, job seekers, youth and workforce partners in our region. Employers recognized include Atlas Precision Inc, Brevard/Transylvania County Chamber of Commerce, Printpack Medical, Eaton, Friday's Staffing, and Demmel Inc.
- Christy Cheek, Education and Work-Based Learning Coordinator with MAWDB, will be a presenter at the NC Apprenticeship Accelerator 2.0 event. This event is a partnership between ApprenticeshipNC, NC Department of Public Instruction, and ACT Work Ready Communities. I've shared the registration link in the MAWDB newsletters and I encourage you to join if your schedule allows.
- Our Financial Monitoring by DWS is wrapping up and we will have an exit call with our monitor this week. The board's financial monitor has changed and we will have another financial monitor for the upcoming program year. I appreciate the work of Charlotte Sullivan, Finance Director at Land of Sky Regional Council as well as the work of Zia Rifkin and Melissa Wright to ensure our Board remains in compliance with all federal and state mandates.
- We submitted a grant application in partnership with Southwestern Workforce Development Board for \$500,000 to the Appalachian Regional Commission (ARC) for their Inspire (Investments Supporting Partnerships in Recovery Ecosystems) grant to support recovery to work. Dogwood Health Trust has provided a professional grant writer for this project and they have agreed to match the grant award (1:1) from ARC if we are successful.
- We appreciate everyone who joined our Annual Recognition Event on Tuesday, December 1. Board Chair Dr. Abe Pallas and Peyton Holland, executive director of the National Technical Honor Society, did a great job leading this virtual recognition meeting.

- Our Board staff are working closely with multiple partners, including but not limited to the Asheville Area Chamber of Commerce, NC Community College System and AB Tech, to support the Pratt & Whitney project. Mountain Area Workforce Development Board provided workforce studies, letters of support and other assistance to this project over the last 18+ months during the recruitment phase. Now the hard work really begins. Kevin Kimrey, AB Tech Director of Economic & Workforce Development will make a presentation at the board meeting on the status of this project and the workforce development efforts to support the talent needs of Pratt & Whitney.
- We are in the early stages of planning the spring 2021 WNC Career Expo. We would like to hold some type of in-person hiring event in the spring consistent with COVID19 restrictions. It may be a drive-thru job fair or some other type of set up that will allow for social distancing and separation. There will also be an online component to the career fair in addition to the in person career fair.
- We have purchased a virtual career fair tool, Workbay, which we hope will be deployed to our region's NCWorks Career Centers soon. This tool will allow each of our NCWorks Career Centers to host virtual hiring events as they deem appropriate for one or multiple employers.
- Despite the tens of thousands of layoffs impacting our region, we still have many employers hiring. Our board is maintaining a list of current job openings to highlight that there are still jobs available. This list is in addition to the thousands of job opportunities in our region available through NCWorks.gov. We are trying to share the news that despite a historically elevated unemployment rate, many employers in our region are now hiring.
- The goal of My Future NC is to increase the number of postsecondary credentials earned, which are aligned with our region's workforce needs. Our region is the pilot for the first multi-county postsecondary credential attainment effort in NC. The Workforce Alignment committee has held two meetings (in December and January) as part of this effort. Robert Foster, Chief Operating Officer at Virtelle Hospitality is chair of the committee. We are grateful for the engagement from MAWDB members.
- The Finish Line Grant program is beginning the third year of this statewide program. We do not have to use our board funds for these grants as it is a separately funded program. Over 150 students at AB Tech and Blue Ridge Community College have received a Finish Line Grant to help them complete their education. The state has allocated about \$7 million for this program so there is effectively unlimited funding to support eligible students with these funds. The students must have completed 50% of a continuing education or curriculum program and encounter an emergency expense which can be paid for by a Finish Line Grant.
- NCWorks Career Center signs have been installed at all of the career centers in Asheville, Flat Rock, Brevard and Marshall. The state replaced our existing signs at no expense to our Local Area.

- Our Board received \$70,000 to support staff with COVID19 contact tracing in Madison County and Transylvania County. We hope that these contracts will be executed soon and the process to hire these individuals will begin. The individuals must be dislocated workers and they must be enrolled into Title I WIOA.
- We have updated our board website with Winnow Creative and the new and improved version is now live. We are working to share more news updates on the website and our social media platforms. I want to thank Rodney Embler, Career Center Manager of the NCWorks Career Center Asheville, for his leadership in helping support our board website.
- We are working on developing a more professional NCWorks newsletter that will be sent to over 18,000 individuals in our Local Area registered on NCWorks.gov. This is one of our most effective and least costly ways to reach job seekers.
- The Board submitted our updated Infrastructure Funding Agreements to the state for their approval. The purpose of these agreements are to share the infrastructure cost of operating the one-stop system (NCWorks Career Centers) among required partners. Over the past few years our board has made a significant payment as part of our share of the expense. Our cost will decline this year since we have less WIOA Title I staff in the career centers due to budget cuts and funding reductions to our board.
- The Board has released a Request for Proposals for NCWorks Dislocated Worker Outreach. The purpose of this outreach is to connect more dislocated workers in our region with the NCWorks Career Centers. Our region has over 2x the number of unemployed workers than last year at this time but unfortunately we are not seeing a large number visit our career centers. Many employers are hiring and they are struggling to meet their talent needs. The goal of the outreach campaign is to connect more dislocated workers with employment, education and training. The board has ample funds to serve dislocated workers and many of these funds expire on June 30, 2021. The proposed budget for this outreach is \$40,000.

3. Administration

- Continuing to host weekly COVID19 calls on Thursday at 1:00 pm, next call on Thursday, January 28 will feature an economist from the NC Department of Commerce, Labor & Economic Analysis Division.
- Hosted the Western Prosperity Zone event for Economic Development Partnership of North Carolina (EDPNC) “Onward as One” roundtable.
- Served on the search committee for Western Carolina University’s Executive Director of Economic Development and Regional Partnerships.
- We are still in the due diligence phase evaluating proposals for IT Managed Services. We have extended VC3 contract by six months and we anticipate announcing the decision soon to select a vendor in response to our Managed IT Services RFP.
- Diversity, Equity & Inclusion committee is continuing to meet biweekly with support from Craft HR Solutions. The committee is focused on staff training, external outreach, review of our personnel policy and employee handbook, hiring practices among other efforts. One goal of this effort is by 2022 our staff will reflect the diversity of our region.

- We offered collective collective impact training to staff on January 14 and 15. Leslie Anderson provided the training. 20 LOSRC staff participated and 5 staff from Southwestern Commission joined us.
- We have contracted with Deborah Miles to provide Equity, Diversity and Inclusion training to staff. Deborah was selected based on evaluation from the Council's EDI committee. No dates have been set for the training. This training will be mandatory for all staff.
- Planning staff handbook training for all staff, this training will be mandatory. Training is being offered by LOSRC Executive Director, Deputy Director, Craft HR Solutions and Council's Attorney Susan Russo-Klein.
- Released report "Racial Disparity in the Land of Sky Region"
- Held a virtual MLK Remembrance Day event for staff which included a discussion of the regional racial disparity report. About 30 staff participated in this event.
- Submitted a request to the John M Belk Endowment (JMBE) for \$200,000 to support the Land of Sky Education & Workforce Collaborative. JMBE has already provided \$200,000 and they have been very pleased with the work of our region.
- Made presentations to the Buncombe County Commissioners and the Transylvania County Commissioners.
- Monthly staff evaluations are in process following the tool developed with the assistance of Craft HR Solutions.
- Danna held new employee orientation meetings for new staff members
- Supporting staff telework needs and many virtual meetings.
- Hosted multiple meetings on behalf of the NC Association of Regional Council of Governments (NC ARCOG).
- Working with Susan Russo Klein on moving forward with the LOSRC nonprofit "Friends of LOSRC" .
- Working with the five Chambers of Commerce in Buncombe, Haywood, Henderson, Madison and Transylvania Counties. The chambers would like to retain an outside firm to review the strategic plans of the chambers and local governments to determine areas of agreement for potential focus. LOSRC will assist in securing funding to support this effort and is incorporating this work into the CEDS.

4. Area Agency on Aging

Welcome Ginger Hill to the Area Agency on Aging Team. She is the new Money Follows the Person Transitions Coordinator. This new position helps to transition residents out of long term care facilities into the community. Ginger comes to us with experience as a case manager with Community Alternatives Program in Sylva, a case worker at Jackson County Department of Social Services, and was the Director of the Family Resource Center in Webster. She is a Western Carolina University graduate with a bachelors of science in sociology and a minor in special education.

CARES Act: Per a Federal Major Disaster Declaration related to the coronavirus pandemic, funding was awarded to the Land of Sky Regional Council from the Coronavirus Aid, Relief and

Economic Security Act, or CARES Act for older adults. The Area Agency on Aging administers the CARES Act funding for the region. This work involves implementing COVID-related programs and services for the older adult population in our four county region. Land of Sky was funded a total of \$1,234,251 dollars. The two main categories of funding are nutrition programs and supportive services programs. These funds are being utilized to make one-time grants available to organizations that provide eligible services for those people age 60 years or older, that are especially vulnerable to the virus. Notices were sent out to area providers requesting proposals. Proposals for these services from providers were then reviewed and awarded. There are still some remaining monies within the supportive services category. Funds were also provided to assist with Land of Sky’s existing Ombudsman and Family Caregiver programs.

HCCBG:

Impact Report Numbers

July 2020-December 2020

Adult DayCare/Health	Meals	In-Home Aide Hours	Legal HOURS	Transportation Trips	Home Improvement Projects
2,732	65,768	12,342	428	16,364	10

Family Caregiver Program: The six week course Powerful Tools for Caregivers, led by Family Caregiver Associate Carol McLimans and AARP Volunteer Kim Dickens, is being offered virtually again starting January 22.

AARP developed a Tech Teaser to help market the Harnessing Tech to Connect for Caregivers Series https://fb.watch/2Udlvnl_SQ/. The Technology Committee will be offering a second series starting in March.

Senior Companion Program: The Senior Companion Program continues to be on “pause” due to the Covid-19 pandemic. Volunteers participate with in-service trainings through the mail. The program was gifted by Charter Communication boxes for the holidays which included weather

radios, first aid kits, and house safety supplies. Staff continue to reach out to clients through phone calls, running errands, and socially distanced “front porch” visits.

Support Specialist, Kathy Maney, has been doing interviews with our Senior Companion volunteers. These are posted on our Facebook page and website. It has been a fabulous connection for volunteers to speak to their purpose in the program.

Ombudsman Program: The Ombudsmen received a final re-entry plan from NCDHHS which outlined the safe procedures and protocol that are to be followed when resuming facility visits. However, facility visits have not been able to be completed on a consistent basis due to the County Positivity Rates and COVID-19 Outbreaks.

Ombudsmen continue to advocate for residents through phone calls, email, and video calls. Ombudsmen are also in contact with facility staff to provide information, support, and review of new regulations. Informational emails regarding COVID-19 vaccinations, activities, and compassionate care visits were sent to facility Administrators, Social Workers, and Activity Directors.

Ombudsmen stay up-to-date on facility regulations around COVID-19 by attending numerous meetings. The State Ombudsman Office holds biweekly meetings for all NC Ombudsmen, and on alternate weeks, the North Carolina Ombudsman Members meet to discuss pertinent issues. The Ombudsman Program is also holding virtual meetings to discuss issues around COVID-19 and how various states are handling the pandemic.

Other updates:

- The Community Advisory Committee (CAC) continues to not be able to visit facilities however committee meetings are being held virtually and educational opportunities are being provided.
- CARES Act Funding will be utilized to provide personal amplifiers to facilities. animatronic animals will also be provided to Special Care Units within the region.
- Three Aging Sensitivity classes was taught by Ombudsmen to Blue Ridge Community College nursing assistant students in Henderson and Transylvania Counties.

Foster Grandparent Program: In December, Charter Communications donated Safe & Healthy Home boxes to our Foster Grandparent volunteers. These boxes included a weather radio, first aid kit, night light, and more. Volunteers were appreciative of these gifts. Thank you again, Charter Communications, for your partnership and generous donation.

The volunteers also received a holiday recognition gift as a “thank you” for their service and dedication to the program. Their gifts included masks and hand sanitizer, a bag of mandarin oranges, crossword puzzles, chocolate, and more. Staff continue to reach out to the volunteers as much as possible, while the program remains on pause, and offer information and activities to help volunteers combat social isolation. Volunteers miss serving and being active in the region.

Project C.A.R.E. (Caregiver Alternatives to Running on Empty): Sixty-two family caregivers across a fifteen-county region (including Buncombe, Henderson, Madison and Transylvania counties) caring for a person living with Alzheimer’s disease or a related dementia have received funding for respite care services. The amount of funding distributed so far is nearly \$47,000 with individual caregivers receiving \$500 to \$1500 each. In addition, each of these caregivers has received or is receiving care consultation services. Approximately 335 dementia caregivers have received assistance/information/referral services. Thirty-two caregivers are waiting to be enrolled for services. The state respite funds allocated to the Western Project C.A.R.E. region are nearly depleted but the Project C.A.R.E. Family Consultant has access to an additional \$17,000 from the North Carolina Lifespan Respite Program and \$16,000 from the Dogwood Health Trust-Homebound Seniors Grant and will be enrolling and funding respite for additional caregivers. The program’s Family Consultant receives new referrals weekly from MAHEC, MemoryCare, CarePartners, and Four Seasons (providers of home health, hospice and palliative care services), family and internal medicine practices, home care agencies, senior centers, and others.

5. Mountain Mobility

- Mountain Mobility is working with Buncombe County HHS to assist with transportation to and from the COVID vaccine sites.
- The administrative team has secured CARES Act funding to provide care packages to approximately 400 senior adults in Buncombe County who are at risk for isolation due to quarantine. The first package should go out the last week of January or first week of February.

6. NEMT

- There is significant uncertainty at the state level with Medicaid Transformation and LOSRC will be prepared to support Buncombe County as needed.
- Preparing a plan to provide NEMT services in FY20-21 as needed by Buncombe County.

7. Finance

- Held a conference call with Bob Lloyd (Federal Grant Consultant) with leadership team members. New regulations on procurement, contracts, and facility usage have been implemented.
- UNC Asheville management and accounting student will join the finance team spring 2021 as an intern.
- Preparing for Finance Staff transitions that will take place later in 2021.
- Meeting with departments for status updates and financial reviews.
- Working with auditors for the board presentation to the Executive Committee on January 27.