

Land of Sky Regional Council
April 25, 2018
Regular Meeting



Please mute all electronic devices, including cell phones, laptops, tablets, and recorders. Delegates are requested to state their names when moving on orders of business. Thank you!

AGENDA

Special Presentation by Valerie Kiger, Auditor with Cannon & Cannon Regarding the Fiscal Year 2017 Audited Financial Statements for Land of Sky Regional Council (12:45pm)

- I. Call to Order (1:15pm)
- II. Invocation
- III. Pledge of Allegiance
- IV. Roll Call
- V. Modification and Approval of Agenda
- VI. New Business
 - A. Approval of LOSRC Audit for the Year Ended June 30, 2017 (FY 17) – Justin Hembree, Executive Director
- VII. Public Comment
- VIII. Recognition of Special Guests
- IX. Chairman’s Comments and Roundtable
- X. Approval of Minutes from the March Regular Meeting
- XI. Consideration and Approval of Consent Agenda Items
 - A. March FY 2018/19 Treasurer’s Report
- XII. Presentations/Recognition
 - A. Board of Delegates Meeting Survey/Local Government Engagement and Community Outreach Strategy – Justin Hembree, Executive Director
- XIII. Old Business
- XIV. Executive Director’s Report
 - A. Impact Report
 - B. Annual BBQ and Open House
 - C. CS4WNC Summit
- XV. Important Dates
 - A. Land of Sky’s Managers Lunch- May 4, 2018
 - B. Aging Services Plan Listening Session- May 8, 2018
 - C. Board of Delegates Meeting- May 23, 2018
 - D. Annual BBQ and Open House- July 25, 2018
- XVI. Adjournment



BOARD OF DELEGATES AGENDA ITEM

- Subject:** Approval of LOSRC Audit for the Year Ended June 30, 2017 (FY 17)
- Item Number:** VI. New Business; Item A.
- Responsible Party:** Justin Hembree, Executive Director
- Attachment(s):**
- Background:** Land of Sky's Auditor, Cannon & Cannon has completed the audit for Fiscal Year 2017 and the Audited Financial Statements for the Year Ended June 30, 2017 (FY 17) have been posted to the organization's website at http://www.landofsky.org/pdf/Finance/LOSRC_FY17_Audit.pdf.
- Staff Recommendation:** Review, Discuss and Approve LOSRC's Audited Financial Statements for the Year Ended June 30, 2017 (FY 17).
- Suggested Motion(s):** Move to approve the acceptance of LOSRC's Audited Financial Statements for Fiscal Year 2017.



BOARD OF DELEGATES AGENDA ITEM

- Subject:** March Board of Delegates Meeting Minutes
- Item Number:** X. Approval of Minutes from the March Regular Meeting
- Responsible Party:** Zia Rifkin, Administrative Services
- Attachment(s):** Minutes from the meeting of March 2018
- Background:** Attached is the March 2018 Board of Delegates meeting minutes
- Staff Recommendation:** Recommend acceptance of the March meeting minutes.
- Suggested Motion(s):** Move to approve the March meeting minutes as submitted

**Meeting of
Land of Sky Regional Council Board of Delegates
March 28, 2018**

Minutes

Special Presentation – Dr. Arthur Salido, Executive Director for Community & Economic Engagement and Innovation at Western Carolina University (WCU) shared that his role at the University is as the economic developer. He shared that he also works to promote internships and other work-based learning experiences. He also shared about what's going on at WCU- Dr. Belcher, after six and a half years as Chancellor, announced he would go on leave and not return. Currently, Provost Alison Morrison Sheltar is acting Chancellor while a search is underway for a new Chancellor. Dr. Arthur Salido shared a video about WCU, which outlined its economic development stance: That the job of the University is to provide training for workers to gain good jobs and provide employers with the talent needed to be successful. The University has over 600 faculty who are a unique resource to the communities in WNC. Students also engage in work-based learning experiences that provide valuable services throughout the region. Western's success will come from defining the needs of the region and working to meet those needs. In 2012, Dr. Belcher declared that increasing the number of endowed scholarships was a primary goal. As of last October, Western had received more than \$4 million in endowed scholarships, and the fundraising is still underway. Another initiative is NC Promise, which is the upcoming tuition plan for WCU, UNC-Pembroke, and Elizabeth City State University. Tuition will be \$500 per semester under NC Promise, which makes learning much more cost effective for students. Students at Western also receive hands-on learning experiences, which allow students to develop the soft skills that employers need. Another initiative is a quality enhancement plan called Degree Plus that allows students to focus on specific soft skills and helps them to immediately contribute to the workforce upon graduation. Lastly, Dr Salido shared about specific involvement of WCU in the region including with AVL Technologies and Eaton Corporation, among other employers. **He also shared about the Rapid Center that allows development of technologies in just a week.** The purpose of the Center is to increase business expansion in the region. WCU also collaborates with healthcare providers to meet the staffing needs of facilities seeking professional staff. Under the Farmworker Health Program, students provide services to migrant farm workers. Students participate in Co-Ops and internships, which directly benefit public sector organizations. WCU will continue to offer in-demand degrees in Healthcare, Hospitality and Tourism and Manufacturing (and more) to compliment the goals of business and other entities in the region.

Discussion occurred regarding how a business, with a particular need, could access The Rapid Center, which provides business and product development. Students are usually involved in these projects and businesses that work with the Center find that the Center does not retain the intellectual property (IP) developed. Patrick Gardner is the Director of the Center. Other economic development initiatives at WCU can directly partner with faculty.

Discussion occurred regarding the growth that WCU has seen in the last ten years. Dr. Salido noted that at this time, WCU is not planning any further Instructional Sites; although the Biltmore Park site is bursting at the seams. He shared that the campuses chosen for NC Promise were selected by the legislature to receive a quality, but low-cost education. The state legislature provides this opportunity through their budget process, which makes up the difference in funding.

- I. Call to Order – Chairman Larry Harris called the meeting to order at 1:15pm.
- II. Invocation – Charles Dickens gave the invocation.
- III. Pledge of Allegiance – All stood as Chairman Harris led the group in the Pledge of Allegiance.
- IV. Roll Call – Patrick Fitzsimmons called the roll. The following members were present: Vijay Kapoor, George Goosmann, Jonathan Kanipe, Larry Harris, Albert Gooch, Bob Davy, Barbara Volk, Alison Alexander, Patrick Fitzsimmons, John Mitchell, George Morosani, Charles Dickens, and Gaylyn Justice. The following guests were present: Willie Mae Watkins, Alice Riddle, Ruby Ray, Jamie Moore, Kathe Harris, Woodie

Dyches, Bob Tomasulo, Jim Smeaton, Leeanne Christensen, Keith Logan, April Riddle, Tonie Reed, Dwayne Brome, Johnsie Brome, Dr. Arthur Salido and Renee Hensley. Justin Hembree announced a quorum was present to conduct business.

- V. Modification and Approval of Agenda – The agenda was presented for approval with no modification requested.

Bob Davy moved to approve the agenda as presented. Jonathan Kanipe seconded and the motion carried without further discussion.

- VI. Public Comment – No public comment.

- VII. Recognition of Special Guests – Chairman Harris recognized April Riddle with the North Carolina Department of Insurance (NCDOI).

- VIII. Chairman's Comments and Roundtable – Charles Dickens – Shared that the Regional Aging Advisory Council (RAAC) meets next on April 12 at Givens Gerber Park. The focus of the meeting will be on affordable housing for seniors in the region. Barbara Volk – Shared that in the City of Hendersonville the bears are coming out of hibernation and will be back on the street, the City is gearing up for an event on Memorial Day weekend and the tulips are all out. Vijay Kapoor – Shared that the City of Asheville is working through its challenges after recently making local and international news and he communicated that the City is about to begin its budget cycle. John Mitchell – Shared that Henderson County has a lot going on including wrapping up construction on the Emergency Management headquarters, working through the continuing plans for the hospital and coming up there is a two-day summit on the opioid epidemic. He shared also that the County has many exciting transportation projects including some that are contention with community members. He shared highlights of the Commissioners meeting- the Board has approved allocating funding to provide additional School Resource Officers to each school in their system. Additionally, the Commissioners may choose to add Social Workers to the schools' staff. Maggie Tuttle – Shared that the Town of Black Mountain is hopping with all of its projects and developments. The other big item in Town is a remodeling of the ABC Store. Alison Alexander – Shared that the Town of Laurel Park has transportation projects under development and she noted that the most interesting thing going on with the budget for FY 19 is to provide funding for drainage improvements. Albert Gooch – Shared that in the Village of Flat Rock, the long-time Zoning Officer is retiring and the Village is seeking to hire a replacement. Applications are also being taken for a Park Manager. The Village hopes to have both positions filled by June. Bob Davy – Shared that the Town of Fletcher has two big apartment complexes going up. He also shared that the Parks and Recreation maintenance building plans may be scuttled because bids came in much higher than expected. The Town is also discussing whether additional rules should be put on short-term rentals as part of figuring out what is best for the Town. Jonathan Kanipe – Shared that the Town of Biltmore Forest is in the final stages on the Public Works building and the Town is working on a Stormwater Plan. He also shared that there have been bear sightings all over Town. George Goosmann – Shared that the Town was going to tear down the Public Works building, but the high bids to build a new one caused the Town to renovate the existing structure instead.

- IX. Approval of Minutes from the December 2017 Meeting – ***George Goosmann moved to approve the minutes of the December 2017 meeting. George Morosani seconded and the motion carried without further discussion.***

- X. Consideration and Approval of Consent Agenda Items – The Consent Agenda, consisting of Item A. February FY 2018 Treasurer's Report was presented for consideration.

George Morosani moved to approve the Consent Agenda as presented. Charles Dickens seconded and the motion carried without further discussion.

- XI. Presentations/Recognition –

A. Kathleen Godwin Cole and Trail Blazer Awards –Gaylyn Justice shared background on the Kathleen Godwin Cole award, which is given annually to one of LOSRC’s volunteers, aged 55 or better, who has made a major contribution to our region. She recognized the nominees for the award: Leeanne Christensen-Meals on Wheels/Henderson County, Johnsie Brome- Foster Grandparent Program (FGP) Volunteer at Oakley Elementary School, Willie Mae Watkins- FGP Volunteer at Pisgahview Center, Woodie Dyches- Transylvania County Sheriff’s Office, and Ruby Ray- FGP Volunteer at Eliada Homes. Ruby Ray was awarded the 2018 Kathleen Godwin Cole award.

The Carol McLimans Trailblazer Award was presented by Jim Smeaton, Owner and Director of Client Care at Always Best Care Senior Services. He shared background on the Trail Blazer award including that it is given to a professional in Region B who is a pioneer and innovator in the field of Aging and Adult Services. Curt Crowhust, Co-Owner of C&C Senior Services, is the second recipient of this award because he saw the needs in the senior community and worked to meet those. He is an advocate for aging issues. Curt Crowhust expressed appreciation for the honor bestowed on him and he recognized LeeAnne Tucker and the work of LOSRC in helping seniors in the region.

B. LOSRC Staff Service Awards – Justin Hembree presented staff services awards, recognizing milestones in the following staffs’ years-of-service to the organization: Bill Eaker- 37 years; Wanda Clark- 39 years; Arlene Wilson- 25 years; Rose Sabo- 10 years; Barbara Darby- 5 years; and, Vicki Eastland- 5 years. Chairman Harris presented each staff with a framed certificate recognizing their years’ of service to Council.

XII. Old Business –

XIII. New Business –

A. Organizational Improvements and Delay of Officer Elections – Chairman Harris provided background on the Executive Director’s performance review and organizational improvements. As part of that, LOSRC is in a place where the Executive Committee has reached consensus that elections will be held at a later time in order for current members to remain in their positions to provide continuity throughout the process. He shared that LOSRC wants to get back to the place where Member Governments know what services LOSRC can provide and where members are engaged in the business of Council. Chairman Harris communicated that elections would be scheduled in the next couple of months.

XIV. Executive Director’s Report –

A. Organizational Improvements - Justin Hembree shared that with input received through the performance evaluation process, work is being done to make LOSRC a better workplace and to improve relations with Member Governments. To this end, a reporting system is under development, which would keep staff and Delegates abreast of organizational improvements. In the meantime, any specific questions, comments, etc. can be shared with him.

B. Meeting Schedule – Justin Hembree communicated that the Executive Committee discussed ways that the board meetings could be more valuable to Member Governments. He shared that input from the Delegates is very important, especially to bring matters of interest to the attention of staff and the Executive Committee. He also shared that the Board would again be meeting monthly beginning with the April meeting and following the old meeting schedule.

George Morosani moved to return to the former meeting schedule of monthly meetings (no meetings in July and November). Maggie Tuttle seconded the motion.

Chairman Harris shared about the role the Executive Committee has assumed as the business body for the organization and he communicated that it would be good to return to providing department reports to Delegates detailing the important things that the organization does for the region as it’s important for Delegates to understand the valuable services provided by LOSRC staff. He requested Delegates share their thoughts with Justin Hembree and Executive Committee members. He noted that visits are planned to Member

Governments who do not regularly attend board meetings. The goal is to have board meetings be more relevant and useful to Member Governments.

The motion on the floor was approved with no further discussion.

C. New Employee Introductions – Justin Hembree shared that the organization has gained several new staff over the past few months and he requested that Department Directors introduce new staff.

Kim Ward introduced Tanya Carver, the newest member of the Non-Emergency Medicaid Transportation (NEMT) Team.

Erica Anderson introduced Nick Kroncke, new staff with the Transportation Team. Next, she introduced Mary Roderick, a new planning staff working on infrastructure projects (stormwater). Lastly, she introduced Adrienne Isenhowe, who is working with the Towns of Biltmore Forest and Montreat as a zoning and code enforcer (contractual) and also doing some traditional planning for LOSRC.

Nathan Ramsey shared that one of the longtime Workforce staff has decided to retire. Kim Cox plans to retire sometime in the late summer and he shared that Kim's job is a very important one as it handles performance for the workforce development programs in the region.

Justin Hembree shared about Denise Braine, Buncombe County's Alternate Delegate, who has retired after 33 years of service. He communicated that Vicki Jennings, Mountain Mobility Director, shared a write-up with him, from a county staff who knew of Denise's accomplishments, especially around the development of Mountain Mobility, the county's transportation service.

XV. Important Dates – Justin Hembree shared about the Mountain Area Career Fair coming up on April 10 at the WNC Ag Center/Davis Event Center. He noted that inclement weather stymied the Homecoming Job Fair in January and this is an effort to provide an opportunity for employers to find the talent they need.

A public input meeting for the I-26 widening project is planned on April 16 in Arden.

Lastly, the CS4WNC Summit- a daylong summit focusing on computer science for K-12 students happens on April 23 at the US Cellular Center in downtown Asheville.

April Riddle shared that she brought NCDOT information and folks were welcome to get a folder.

Justin Hembree mentioned the giveaway that Delegates received, which are stickie-notes in a carrying case.

XIV. Adjournment – Chairman Harris adjourned the meeting as there was no further business.



BOARD OF DELEGATES AGENDA ITEM

- Subject:** March FY 2018/19 Treasurer's Report
- Item Number:** XI. Consent Agenda, Item A
- Responsible Party:** Vickie Thomas, Finance Director
- Attachment(s):** March FY 2018/19 Treasurer's Report
- Background:** Attached is the March FY 2018/19 Treasurer's Report. The report outlines year-to-date revenues and expenditures. Also included is cash balance informaton, fund balance reporting, and member dues information.
- Staff Recommendation:** Recommend acceptance of the March FY 2018/19 Treasurer's Report.
- Suggested Motion(s):** The Treasurer's Report, if not pulled, will be accepted as part of the motion to approve the consent agenda.

**Land of Sky Regional Council
Treasurer's Report
March, 2018**

	<u>Amount</u>	<u>% of Budget</u>
<u>YTD Report of Receipts & Expenditures</u>		
Total Annual Budget	\$ 13,614,513	
Year-to-Date Revenues	\$ 6,597,116	48.46%
Year-to-Date Expenditures	(6,916,017)	50.80%
Grant/Contract Cash Balance	<u>\$ (318,901)</u>	
Year-to-Date Target Percent		75.00%

Cash Balance Report

Total Cash Balance at beginning of month	\$ 2,548,753
Cash Received during month	1,132,496
Cash Expenditures for month	<u>(993,716)</u>
Total Cash Balance at end of month	<u>\$ 2,687,533</u>

Fund Balance Report at 6/30/17 (Audited)

Unassigned	\$ 1,252,476
Restricted-Stabilized by State Statute	1,087,503
Total Fund Balance	<u>\$ 2,339,979</u>

Assessments (Dues) Report

YTD Billed to Member Governments, 3rd quarter	\$ 166,319
Collected to Date	<u>(166,319)</u>
Balance Due	<u>\$ -</u>



BOARD OF DELEGATES AGENDA ITEM

Subject: Board of Delegates Meeting Survey/Local Government Engagement and Community Outreach Strategy

Item Number: XII. Presentations/Recognition; Item A.

Responsible Party: Justin Hembree, Executive Director

Attachment(s): None

Background: The Executive Director will present the results of the recent Board of Delegates Meeting Survey and solicit input from Board of Delegates members. The development of a Local Government Engagement and Community Outreach Strategy will also be discussed.

Staff Recommendation: No Action Requested

Suggested Motion(s): N/A



BOARD OF DELEGATES AGENDA ITEM

Subject: Executive Director's Report

Item Number: XIV. Executive Director's Report

Responsible Party: Justin Hembree, Executive Director

Attachment(s): None

Background: The following item will be presented as part of the Executive Director's Report:

- A. Impact Report
- B. Annual BBQ and Open House
- C. CS4WNC Summit

Staff Recommendation: N/A.

Suggested Motion(s): N/A