



Executive Committee

April 27, 2022

**Hybrid Meeting In-Person at City of Hendersonville Police Department, 630 Ashe Street,
Hendersonville NC 28792 and Remotely via Zoom**

AGENDA

1. Call to Order (11:00am)

2. Consent Agenda

Consent Agenda items are considered routine and noncontroversial in nature, and are considered and approved by a single motion and vote. If any member of the Executive Committee requests an item be removed from the Consent Agenda for separate consideration and action that item will be placed under the Business, Updates and Discussion section of the agenda.

- A. March 23, 2022 Executive Committee Meeting Minutes
- B. Budget Amendment #7

3. New Business

- A. Finance Staff Salary Adjustment
- B. Proposed Bylaw Amendments
- C. Proposed Local Dues Change
- D. FY22-23 Budget update

4. Other Items

- A. Executive Director Report

6. Adjournment

Land of Sky Regional Council
Executive Committee
Regular Meeting
March 23, 2022

Minutes

Land of Sky Regional Council's Executive Committee held a meeting that included the Zoom platform on Wednesday, March 23, 2022. Executive Committee members participating in the meeting included Chair Barbara Volk, Maureen Copelof, Patrick Fitzsimmons, Norris Gentry, Larry Harris, and Bob Tomasulo, constituting a quorum.

Land of Sky staff participating in the meeting included Nathan Ramsey, Erica Anderson, Vicki Jennings, Terry Albrecht, Charlotte Sullivan, and Zia Rifkin (Minutes). Land of Sky's Legal Counsel, Susan Russo-Klein was present, too.

Call to Order –Chair Volk called the meeting to order at approximately 11:00 am.

Approval of Consent Agenda – The consent agenda composed of items A. February 2022, Executive Committee Minutes; and B. Budget Amendment #6, was presented for approval with no modification requested.

Norris Gentry moved to approve the consent agenda as presented. Maureen Copelof seconded, and the motion carried unanimously upon a roll call vote, and without further discussion.

New Business

Waste Reduction Partners Staff Salary Adjustment

Nathan Ramsey made a request on behalf of Waste Reduction Partners (WRP), which is a statewide program operated by Land of Sky Regional Council in partnership with the NC Department of Environmental Quality (DEQ). WRP Solid Waste Manager has been in the current position for twelve (12) years and serves in a three-quarter-time position.

WRP Solid Waste Manager has taken on additional responsibility and has increased their capability. Currently WRP Solid Waste Manager is earning an hourly rate of \$28.29 per hour. It was requested that this position's hourly rate be increased to \$30.27 per hour. The WRP program has sufficient funding to pay for this increase in the hourly rate.

Terry Albrecht shared that Jan Foster is managing projects across the State and the desire is to move her into a salary commensurate with a Planner II position. Erica Anderson shared that Jan is an extremely valuable member of the ECD team.

Discussion occurred regarding whether Jan would remain at three-quarter time or become full time and it was shared that she would remain at her current three-quarter-time status.

A motion was made to approve the increase in hourly rate to \$30.27 per hour beginning April 1, 2022. Larry Harris seconded the motion, which carried upon a roll call vote, and without further discussion.

FY 2023 Transportation Demand Management (TDM) Resolution

Tristan Winkler shared that the TDM program has been operating since 2015 and is paid for 50% from NCDOT's TDM grant program and 50% with STBG-DA funding for the match. This is the program that handles the Strive Not to Drive initiative annually and that established the first regional vanpool. He requested that the Executive Committee authorize LOSRC to submit and accept the annual Transportation Demand Management (TDM) grant application to NCDOT for the FY2023 year.

NCDOT has made \$53,507 available for State TDM funding for the FBRMPO region (Buncombe, Haywood, Henderson, Madison, and Transylvania Counties). The local match will be provided with STBG-DA funding from the FBRMPO at an equal amount, not to exceed \$55,000

Bob Tomasulo moved to approve the Transportation Demand Management (TDM) resolution, submit the grant application for state funding, provide the required local match, make the necessary assurances and certifications, and be empowered

to enter into an agreement with the NCDOT to provide TDM management services and activities. Larry Harris seconded, and the motion carried upon a roll call vote, and without further discussion.

Economic and Community Development (ECD) Staff Salary Adjustment

Erica Anderson shared that the Economic & Community Development (ECD) Department is experiencing a tremendous increase in workload due to more demand in services from local governments and community partners.

The most experienced planners on staff have expertise that is in short-supply and in high-demand from both the public and private sectors. The Planner III salary adjustment would provide compensation which is more competitive and reflective of the complexity of their work. Despite this pay adjustment, the LOSRC salary schedule remains uncompetitive with the current labor market for this role. This salary adjustment is consistent with the Land of Sky Regional Council Pay and Classification Study.

Erica Anderson shared that the ECD has been restructured and the Planner III positions have taken on additional supervisory responsibilities. This requested pay increase is a good way to honor that additional responsibility.

Norris Gentry moved to approve the salary adjustment for Planner III staff effective for the pay period beginning April 1, 2022. Larry Harris seconded, and the motion carried upon a roll call vote, and without further discussion.

Charlotte requested that the motions be amended to begin the salary increases for the previous two motions to March 26, 2022, which is the start of a pay period.

A motion was made and seconded to amend the previous two motions to make the salary adjustments effective March 26, 2022, which is the start of a pay period.

Healthy Opportunities Update

Land of Sky Regional Council has been named by Dogwood Health Trust to be the Transformation Lead for the Healthy Opportunities Medicaid pilot serving 18-counties in Western North Carolina. The pilot has four focus areas: Food Insecurity, Housing, Transportation and Toxic Stress. DHT has provided the Council with a \$400,000 grant for office renovations as well as funding for operating costs. This pilot is one of three in North Carolina focused on the social determinants of health for Medicaid recipients.

Vicki Jennings, Transformation/Mountain Mobility Manager shared that today, demolition began at the LOSRC office to move forward with the planned renovations. She noted that demotion should continue through the week and the actual renovations should begin next week. She stated the organizations' appreciation to DHT for the funding to support the renovations. She shared that there have already been referrals received for Food Insecurity from throughout the western region, so the project is underway. She noted that she plans to attend the NCPTA conference to network with other public transportation providers throughout the State. Finally, these renovations when complete will allow staff who often work remotely to have a landing place when they do work in the office, making the facility more use friendly.

Information only. No action requested.

Other Items

Executive Director Report

Nathan Ramsey shared that his current report is included in the agenda packet, and he encouraged Executive Committee members to reach out with any questions or comments regarding the report.

Nathan Ramsey shared that those jurisdictions interested in hosting a Board meeting can reach out to him. The staff are interested in getting out to the communities in the region and board meetings are a great way to do that. He noted that other considerations are underway to increase engagement with the Member Governments.

Nathan Ramsey shared that he and Charlotte Sullivan met with LOSRC's external auditors regarding strategies for managing the finances of the organization more efficiently. He noted that DHT is providing funding to the COGs in the western region and those funds can be used for capacity building. Additionally, COGs were provided funding in the current State budget, and those funds can address resiliency, among other needs.

Nathan Ramsey shared that today's Board meeting is the Annual Meeting and the Nominating Committee is ready to submit their report for the Officers' Slate and Executive Committee members. He noted that the committee did suggest amending the bylaws to provide term limits for officers and a rotation schedule to provide more structure than is currently provided in the bylaws. Another bylaw change that may be considered regards the local dues structure, which hasn't changed in over 20 years. He noted that Buncombe County pays a little over 60% of the dues and they support the expense of the local assessment for their municipalities. He mentioned that the Foreign Trade Zone (FTZ) initiative is currently being supported with local funding, drawn from the organization's fund balance; although DHT may provide funding for this initiative, those funds have not been received in the current fiscal year. He encouraged Executive Committee members to share their thoughts on these potential changes to the bylaws.

Discussion occurred that referenced a previous discussion on the local dues, and when those might be adjusted based on the Decennial Census. Nathan Ramsey shared that dues are based on population, noting that when Mills River became a member, additional dues were not received, Henderson County paid less as municipalities in that county support their own dues.

Nathan Ramsey shared that tying dues to population could mean that dues increase and decrease over time, depending on the population of each county. He noted that raising dues is not something that member governments or the executive director ever want to do, but by tying it to the population growth, it pushes the need for additional local funding out to the future somewhat, and it could insulate the Board and Executive Committee from political attack. It was noted that by adopting population numbers from the State, it would give the Member Governments time to absorb the potential change.

Mayor Volk suggested putting this topic on the agenda for the next Executive Committee meeting. She also suggested the inclusion of a discussion that includes term limits through a bylaw's amendment at the next meeting. Executive Committee members shared the benefit for hybrid meetings to continue, which has led to better participation overall. It was noted that there has been turnover on the Executive Committee, but it might be more structured in the bylaws to provide a rotation schedule.

Nathan Ramsey shared that the Nominating Committee felt like there should be more structure to the rotation of offices and executive committee members and that perhaps, an expectation of a rotation would be beneficial overall to the operations of the Regional Board. Nathan Ramsey shared that the bylaws are currently very open about the nomination process.

Susan Russo-Klein shared that there's nothing wrong, per se with the bylaws, but the process might be developed to work better. She noted that additional flexibility in the process might be a good thing; although the outcomes may be the same.

Adjournment

Chair Volk adjourned the meeting, as there was no further business.

Respectfully submitted by Zia Rifkin



BUDGET AMENDMENT RESOLUTION #7

BE IT ORDAINED by the governing board of the Land of Sky Regional Council that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

SECTION I. To amend the appropriations as follows:

Area Agency on Aging	\$ 195,042.00
Workforce Development	43,096.00
Economic & Community Development	1,444,495.00
General Operations	50,000.00
Total Appropriations	<u>\$ 1,732,633.00</u>

SECTION II. It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Area Agency on Aging -Federal	\$ -
Area Agency on Aging- State	195,042.00
Area Agency on Aging – Local	-
Area Agency on Aging – Local Dues	-
Area Agency on Aging – Private	-
Area Agency on Aging – In Kind	-
Area Agency On Aging – Fees	-
Appropriated Fund Balance	-
Total Area Agency on Aging	<u>\$ 195,042.00</u>

Workforce Development - Federal	\$ 43,096.00
Workforce Development - State	-
Workforce Development - Local	(24,000.00)
Workforce Development - Local Dues	
Workforce Development - Private	24,000.00
Workforce Development - In Kind	-
Workforce Development - Fees	
Total Workforce Development	\$ 43,096.00
Economic & Community Development - Federal	\$ 1,063,887.00
Economic & Community Development - State	(101.00)
Economic & Community Development - Local	10,320.00
Economic & Community Development - Local Dues	12,391.00
Economic & Community Development - Private	357,998.00
Economic & Community Development - In Kind	-
Economic & Community Development - Fees	
Appropriated Fund Balance	
Total Economic & Community Development	\$ 1,444,495.00
General Operations - Local Dues	
General Operations - Appropriated Fund Balance	50,000.00
General Operations - Fees	
General Operations - Other	
Total General Operations	
Total General Operations	50,000.00
Total Estimated Revenues	\$ 1,732,633.00

SECTION III. The finance officer is authorized to allocate the amounts of projects, programs and functions to appropriate objects of expenditures in accordance with the requirements of the contract concerning each project, program or function. The Finance Officer is authorized to reallocate departmental appropriations among various line item objects of expenditures and revenues as necessary during the budget year. However, any changes to salary or compensation of any employee for any reason shall be approved by the Executive Director and the Executive Committee before such changes takes effect.

SECTION IV. The Chairman and/or appropriate officers are authorized to execute all contracts or grants necessary to implement this budget, including federal and state grants, contracts for assistance to local governments and agencies, and subcontracts to local entities necessary to implement Council programs and activities.

SECTION V. Copies of this resolution shall be furnished to the finance/budget officer as directions in carrying out her official duties.

Adopted this 27th day of April, 2022.

Mayor Barbara Volk, Chair

Nathan Ramsey, Attest

Land of Sky Region Council
Revenue and Expenditures



Fiscal Year → **FY22**
 Amendment → **Seven**

Amendment Date → **4/27/22**

Revenue and Expenditures

Program Area	Proposed Budget as of Current Amendment -- 'Seven'	Budget as of Previous Amendment -- 'Six'	Increase or (Decrease) between Current and Previous Amendment	Percent Change between Current and Previous Amendment	Percent Change between Current Amendment Proposed Budget and FY Begin
AAA - Area Agency on Aging	\$8,806,215	\$8,611,173	\$195,042	2.3%	3.8%
ECD - Economic and Community Development	\$8,653,231	\$7,208,736	\$1,444,495	20.0%	37.9%
MAWD - Workforce Development	\$4,645,926	\$4,602,830	\$43,096	0.9%	1.8%
MNG - General Operations	\$251,880	\$201,880	\$50,000	24.8%	27.1%
Land of Sky Regional Council	\$22,357,252	\$20,624,619	\$1,732,633	8.4%	15.1%

Revenue by Source

Funding Source	Proposed Budget as of Current Amendment -- 'Seven'	Budget as of Previous Amendment -- 'Six'	Increase or (Decrease) between Current and Previous Amendment	Percent Change between Current and Previous Amendment	Percent Change between Current Amendment Proposed Budget and FY Begin
Federal	\$13,974,659	\$12,867,676	\$1,106,983	8.6%	16.9%
State	\$2,425,650	\$2,230,709	\$194,941	8.7%	10.0%
Local	\$2,037,589	\$2,051,269	(\$13,680)	-0.7%	-0.8%
Dues	\$805,632	\$793,241	\$12,391	1.6%	3.8%
Private	\$1,993,953	\$1,611,955	\$381,998	23.7%	67.5%
Other	\$130,877	\$130,877	\$0	0.0%	0.0%
In-Kind	\$339,306	\$339,306	\$0	0.0%	0.0%
Fees	\$334,893	\$334,893	\$0	0.0%	0.0%
Appropriated Fund Balance	\$314,693	\$264,693	\$50,000	18.9%	0.0%
Land of Sky Regional Council	\$22,357,252	\$20,624,619	\$1,732,633	8.4%	15.1%

**Land of Sky Region Council
Revenue and Expenditures**



FY22 Fiscal Year

Seven Amendment Number
4/27/22 Amendment Date

FY22 Budget at Amendment Six; Total for AAA	Amendment Seven; Total for AAA	FY22 Budget at Amendment Seven; Total for AAA
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\$8,611,173	\$195,042	\$8,806,215
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AAA Area Agency on Aging

Unit	Grant Number	Grant Name	FY Begin	FY22 Budget at Amendment Six	Amendment Seven	FY22 Budget at Amendment Seven
AAA	520	Home & Community Care Block Grant (P/T)	\$2,868,961	\$2,868,961	\$195,042	\$3,064,003

Land of Sky Region Council
Revenue and Expenditures



FY22 Fiscal Year

Seven Amendment Number
4/27/22 Amendment Date

FY22 Budget at Amendment Six; Total for ECD	Amendment Seven; Total for ECD	FY22 Budget at Amendment Seven; Total for ECD
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ECD Economic and Community Development

\$7,208,736 \$1,444,495 \$8,653,231

Unit	Grant Number	Grant Name	FY Begin	FY22 Budget at Amendment Six	Amendment Seven	FY22 Budget at Amendment Seven
ECD	345	WRP - City of Durham	\$11,000	\$13,070	(\$39)	\$13,031
ECD	350	WRP - NCDEQ - Solid Waste Management	\$75,000	\$80,731	(\$101)	\$80,630
ECD	353	WRP - City of Asheville-Water Quality	\$0	\$0	\$1,859	\$1,859
ECD	382	WRP -USDA REAP REDA, 4-1-2022	\$0	\$0	\$15,000	\$15,000
ECD	41B	City of Asheville - Swannanoa River Rd Pr	\$0	\$0	\$2,500	\$2,500
ECD	41C	DHT COG Capacity Building	\$0	\$0	\$357,998	\$357,998
ECD	41D	Buncombe Co. Covid 19 Connecting Communities	\$0	\$0	\$445,000	\$445,000
ECD	41E	NCARCOG T/A	\$0	\$0	\$593,750	\$593,750
ECD	41L	Town of Clyde -Zoning T/A	\$0	\$0	\$6,000	\$6,000
ECD	49A	ARC-LDD end 12/31/22	\$87,820	\$87,820	\$22,528	\$110,348

**Land of Sky Region Council
Revenue and Expenditures**



FY22 Fiscal Year

Seven Amendment Number
4/27/22 Amendment Date

FY22 Budget at Amendment Six; Total for MAWD	Amendment Seven; Total for MAWD	FY22 Budget at Amendment Seven; Total for MAWD
\$4,602,830	\$43,096	\$4,645,926

MAWD Workforce Development

Unit	Grant Number	Grant Name	FY Begin	FY22 Budget at Amendment Six	Amendment Seven	FY22 Budget at Amendment Seven
MAWD	276	NDWG	\$135,000	\$135,000	\$29,156	\$164,156
MAWD	277	NDWG Temp Empy. Admin	\$4,500	\$4,500	\$1,201	\$5,701
MAWD	278	NDWG Temp Empy	\$40,000	\$40,000	\$12,739	\$52,739

**Land of Sky Region Council
Revenue and Expenditures**



FY22 Fiscal Year

Seven Amendment Number
4/27/22 Amendment Date

FY22 Budget at Amendment Six; Total for MNG	Amendment Seven; Total for MNG	FY22 Budget at Amendment Seven; Total for MNG
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\$201,880 **\$50,000** **\$251,880**

MNG **General Operations**

Unit	Grant Number	Grant Name	FY Begin	FY22 Budget at Amendment Six	Amendment Seven	FY22 Budget at Amendment Seven
MNG	410	Appropriated Fund Balance	\$53,803	\$71,003	\$50,000	\$121,003



AGENDA ITEM SUMMARY

- Item:** 3A – Finance Staff Salary Adjustments
- Nature of Item:** Action
- Attachment(s):** Memo from Charlotte Sullivan, Finance Director
- Background:** Finance Department has two-full time staff devoted 100% to finance. The proposed salary adjustment for the Payroll & Finance Specialist and Administrative & Finance Clerk are consistent with the Land of Sky Regional Council Pay and Classification Study.
- Responsible Staff:** Nathan Ramsey, Executive Director, and Charlotte Sullivan, Finance Director
- Suggested Motion:** Motion to approve the salary adjustment for these two positions effective for the pay period beginning May 7, 2022.

TO: Executive Committee Members
FROM: Charlotte Sullivan, Finance Director
SUBJECT: Finance Staff Salary Adjustments
DATE: April 27, 2022

Salary Increase for Sherry Christenson and Melissa Lindsey:

As we move forward with automating the finance office I will rely on Sherry and Melissa to take on additional responsibilities as we move forward. Implementation will start in April, and I would like to increase their pay as follows:

Sherry Christenson – Current Grade is 24 (Payroll & Finance Specialist) @\$56,649.84-

Proposed = \$61,649.84

Melissa Lindsey – Current Grade is 23 (Administrative & Finance Clerk) @ \$44,481.58 –

Proposed = \$49,481.58

Thank you for your consideration.

Effective if board approves: May 7, 2022



Land of Sky Regional Council Salary Adjustments

Name	Current Position	Pay Grade	Current Salary	Proposed Position	Proposed Pay Grade	Proposed	Salary Increase
Finance Department							
Sherry Christenson	Payroll & Finance Specialist	24	\$56,649.84	Payroll & Finance Specialist	24	\$61,649.84	\$5,000
Melissa Lindsey	Administrative & Finance Clerk	23	\$44,481.58	Administrative & Finance Clerk	23	\$49,481.58	\$5,000



AGENDA ITEM SUMMARY

- Item:** 3B – Proposed Bylaw Amendments
- Nature of Item:** Information
- Attachment(s):** Proposed Bylaw Amendments, LOSRC Charter and Bylaws
- Background:** Draft bylaw amendments on pages 13, 15, 17 and 18 of the LOSRC Bylaws. The proposed bylaw amendments establish a rotation schedule for the Executive Committee members (page 15), clarify when the Executive Committee members take office (page 18), and deletes Senior Volunteer Advisory Council references (page 13 and 17).
- Responsible Staff:** Nathan Ramsey, Executive Director
- Suggested Motion:** N/A



CHARTER & BYLAWS

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Approved December 9, 2015

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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.

Approved December 9, 2015

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 Mills River
- 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 ~~is are no a two-year~~ term limits for Council officers ~~unless no other individuals are nominated to serve.~~ There shall be a rotation of the Executive Committee members, unless the Board of Delegates determines the rotation schedule is not in the best interest of the Council. The Treasurer will serve as the Secretary following their term. The Secretary will serve as the Vice Chair following their term. The Vice Chair will serve as Chair following their term. The Chair will serve as the Past Chair following their term. The Past Chair will no longer serve as a member of the Executive Committee following their term. The County Delegate, Municipal Delegate or Minority Delegate, in the discretion of the Board of Delegates, will serve as the Treasurer following their term. Executive Committee members may continue to serve in their role if no other members of the Board of Delegates are able to serve as an Executive Committee member. 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 on July 1 at the beginning of the next fiscal year 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.

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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

Approved December 9, 2015

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



AGENDA ITEM SUMMARY

- Item:** 3C – Proposed Local Dues Change
- Nature of Item:** Information
- Attachment(s):** Current Local Dues and Population of Member Governments
- Background:** Local dues at LOSRC have not increased materially in about two decades and without great change in the past 30 years. The proposal is to increase local dues as the population changes in the respective jurisdiction. The dues would be reset with the decennial census and in five year increments based on the latest data provided by the NC State Demographer and the NC Office of State Budget and Management (OSMB). If the Board of Delegates approve this change, local dues would not change until 2025. The purpose of a local dues change would be to address the increasing cost of grant match requirements. Currently over 77% of local dues are utilized for grant matching requirements for ARC, EDA and Aging. That match number has been increasing over time.
- Responsible Staff:** Nathan Ramsey, Executive Director
- Suggested Motion:** N/A

Local Government	Regular Assessment	Population 2020 Census
Buncombe	\$118,482	269,452
Henderson	\$37,177	116,281
Madison	\$10,137	21,193
Transylvania	\$12,502	32,986
Flat Rock	\$1,558	3,486
Fletcher	\$3,595	7,987
Hendersonville	\$6,572	15,137
Laurel Park	\$1,091	2,250
Mills River	\$2,690	7,078
Brevard	\$10,137	7,744
Rosman	\$245	701
Total	\$195,196	439,912

Rate .44371602

NORTH CAROLINA ASSOCIATION OF REGIONAL COUNCILS OF GOVERNMENTS

REGIONAL DUES STRUCTURE – 2020

REGION	PER CAPITA	NOTES
Southwestern	0.75	Has not changed in many years
Land of Sky	0.50	
Isothermal	0.664	0.796 in F/Y 21
High Country	0.40	Has not risen since 1997. Planned 3-yr phase in increase RPO Match charged separately. In year 1. Dues cover match for Aging, EDA, ARC
Western Piedmont	0.80	Will be 0.80 on 7/1/20. It was \$0.50 per capita and we raised it 10 cents each year for three consecutive years to get back to the same value, adjusted for inflation as it was in 1997 when we last had increased the rate.
Centralina	0.3745	Total population 3,600,397, total general dues: \$875,869, Total Aging Dues: \$472,485, Dues Total: \$1,348,354
Piedmont Triad	0.21	
Triangle J	0.39	.20 rate for population over 150,000(threshold went from 125,000 about 5 years ago). Dues do not include RPO dues or aging match/share. Counties only pay dues on their unincorporated population
Kerr-Tarr	0.48	0.59 per capita including RPO. Without RPO – 0.48 per capita
Upper Coastal Plain	0.45	\$250 base rate. Counties are charged inclusively (population in municipalities are counted twice – once to muni and once to county)
Mid-Carolina	0.24 0.27	Municipalities Counties – This has not changed in 20 years
Lumber River	0.33	Non-duplicative per capita of \$0.33. Minimum of \$500. Program matches are charged to counties per capita based upon the program operated in the county and the required match for that program above dues. Unsure of last increase. The last time I researched the issue I could not find when an increase occurred
Cape Fear	0.3149	Dues + Aging Match \$153,649/Total Population 457,953= 0.3149(on average; counties and cities pay different amounts, counties only pay on unincorporated population); no EDA or ARC; don't know last times dues were raised, I heard before 1999
East Carolina	0.353	Cap of \$8,000
Mid-East	0.2897	Adjusted to 0.2897 to subtract RPO portion of Dues
Albemarle	0.70	Dues are also paid for RPO and AAA

Regions marked in Red did not report any rate change



AGENDA ITEM SUMMARY

- Item:** 3D – FY22-23 Budget Update
- Nature of Item:** Information
- Attachment(s):** Proposed FY22-23 Salary Increases for NC COGs
- Background:** Work is underway on the FY22-23 budget. We are tentatively proposing a 7% COLA this year. The top priority is to retain and recruit the most capable staff possible so the Council can effectively serve local governments and our region. The Council is facing the same personnel challenges as local governments and other employers. We are seeing less interest in job postings and we have attempted to adjust salaries for certain positions to reflect market conditions. With significant funding from State of North Carolina and Dogwood Health Trust as well as ample funding from programs we believe a 7% COLA is sustainable this year in future years. Ultimately the determination of the appropriate level of staff salary increases is a board decision.
- Responsible Staff:** Nathan Ramsey, Executive Director and Charlotte Sullivan, Finance Director
- Suggested Motion:** N/A

COG	COLA/Market Adjustment	Merit	Total Percentage	Other
Triangle J	5%	3%	8%	
Land of Sky	7%		7%	
Lumber River	5%		5%	
Southwestern	6%		6%	
Westren Piedmont	2%	3.75%	5.75%	
Kerr Tar	5%		5%	
Albermarle	3.50%	4%	7.50%	
Piedmont Triad	8%		8%	
Mid Carolina	5%	3%	8%	
Foothills	5%		5%	
High Country	5%		5%	

Average

5.85%

1. Finance

- MIP (finance software) training will begin the first week in May.
- We will add a finance software module for payroll and other accounting functions.
- FY 22/23 budget work is underway.
- We will be proposing a 7% COLA for the FY22-23 budget. The Council's indirect rate will decline for the upcoming program year, health insurance and retirement rates will increase for FY22-23.
- We are working with Dr. Jim on budget spreadsheets for the upcoming fiscal year.
- We are working with the ECD team on several quarterly reports that are due.

2. Economic & Community Development & Transportation Planning

a. Grants & Reporting.

- **NEU Reports are due April 30 for ARPA Funds!** Staff are working with several jurisdictions to support ARPA projects and administration. Please connect with Erica if you would like to learn more: erica@landofsky.org ARPA information can be found here: <https://www.nc.gov/agencies/pandemic-recovery-office/american-rescue-plan-act-information-and-resources>
- **Rural Transformation Fund Grants are due May 2** for Round 1. Please see more information here: <https://www.nccommerce.com/grants-incentives/rural-transformation-grants>
- **DEQ grants for water/sewer infrastructure are also due May 2** <https://deq.nc.gov/about/divisions/water-infrastructure/i-need-funding>

b. Planning Services.

- Staff attended the NADO Policy Conference in Washington DC. Erica was on a panel discussion about the Racial Disparity Report and Equity work in the Region.
- Staff attended the Rural Summit in Raleigh and made connections about housing and broadband.
- Transportation Staff attended the NCAMPO Conference in Wilmington. This is a conference hosted by the State's MPOs and attended by staff from NCDOT, RPOs, MPOs, local governments, and consultants. Tristan was on several panel presentations and Vicki Eastland gave the RPO update since she is the President of the State RPO Association.
- Staff attended the NC WRRRI (Water Resource Research Institute) conference in Raleigh. Mary presented on the EPA Greening America's Community project on A-B Tech's campus.
- Staff have been working with Sister Councils of Government on ARPA, Resilience and Multi-regional projects. Partnerships include sharing ARP policies, ordinances, and guidance; grant development; developing scopes of work and project delivery for ARPA State funds; budgeting and project development for housing, transportation and broadband tech assistance.
- We have chosen a Creative Manufacturing Consultant and the project has kicked off. First regional meeting will be held May 5th from 11-12:30 at Center For Craft. Please register here <https://www.eventbrite.com/e/western-nc-regional-listening-session-asheville-tickets-320931704367>
- The WNC Innovation Park was selected as a Duke Sanford School of Public Policy's Spring Consulting Project. The staff and students presented their final project report last week and the final paper will be forthcoming. There will be several recommendations we can discuss to work toward a stronger high-tech workforce. Staff continues to seek funding for a feasibility study/strategy to develop the WNC Innovation Park with the coalition of 5 COGS, Dogwood Health Trust, WCU,

Montreat College, Community College System, and many other partners. Applications have been submitted to several entities including ARC and Dogwood Health Trust.

- We have completed the three Business and Practitioner meetings for a Regional Economic Collaboration and Analysis led by the Region's Chambers of Commerce and business sector. Ernst and Young was selected as the Consultant for this effort and is being funded by the EDA and Dogwood Health Trust.
- Staff and partners have completed the analysis and final products with Outdoor/Recreation Sector manufacturers to determine opportunities in supply chains, workforce and economic diversity in cooperation with High Country Council, Southwestern Commission and Riverbird Research. The project will be discussed at Policy on Tap, hosted by the Asheville Buncombe Chamber of Commerce on May 19 at New Belgium Brewery.
- Staff continues working with several local governments and partners on applications for economic development, community development, transportation, and infrastructure implementation with BRIC/FEMA, EDA, and foundations. These projects will support transportation connections, resilience, job growth, industry expansion, and place-based development.
- The NCGS 160D requires all Comprehensive Plans be updated to meet the new guidelines by July 1, 2022. Please contact erica@landofsky.org if you have questions or would like assistance updating your plans.
- Staff is working with the EPA's Office of Research & Development to explore future growth scenarios for the region through 2045 based on land use, transportation, population and employment using UrbanSim. Contact Mary for more information: mary@landofsky.org
- LOS has been awarded a 205j grant to support continued development of the WNC Stormwater Program. LOSRC has launched the Regional Stormwater Services Program to support small MS4s and interested communities with stormwater management and MS4 stormwater compliance. LOSRC is hosting rain barrel workshops in several communities and developing regional educational campaigns related to stormwater management. Contact Mary for more information: mary@landofsky.org
- Staff secured 319 funding for a new bioretention system for stormwater management in Black Mountain, part of the continued implementation of the Upper Swannanoa River Watershed Management Plan. The project will begin in May 2022.
- LOS partnered with NC DIT and the Division of Rural Health to distribute hotspots with 12 months service, for telehealth programs in WNC. To date 130 hotspots have been distributed to programs in three counties.
- LOS is partnering with the Institute of Emerging Issues and Dogwood Health Trust to assist develop and implement Digital Inclusion Plans in WNC.
- Clean Cities Program is assisting local governments prepare for VW Settlement projects. During the first round of settlement funding released in 2020, the Land of Sky Clean Vehicles Coalition helped the region bring in more than \$4.1 million in grant funding to support purchases of new clean vehicles and EV infrastructure. Please contact Sara Nichols with questions on how to apply for more than \$68 million in state funding available for clean fleets: sara@landofsky.org
- Staff are working with several communities for planning and zoning assistance including Hot Springs, Mars Hill, Montreat, Woodfin, Flat Rock, Maggie Valley, and Andrews. We are partnering with Region A staff to assist with communities in their region, and recently signed a contract with the Town of Clyde.
- We continue to partner with the Chambers of Commerce, Small Business Support Agencies, nonprofits, and economic developers to assist small businesses through COVID-19 impacts.
- Staff continues to serve as a Steering Committee member for the statewide RISE project for NC Department of Public Safety, NC Office of Recovery and Resilience.
- LOSRC hosted an AccelAdapt (our regional resilience decision-support platform) User Group Training and Kickoff with planning staff and emergency managers from all four counties.

- The TDM Coordinator is working with Workforce, Inspire, and employers to develop a vanpool for under-resourced individuals to access job sites.
- LOSRC's Waste Reduction Partners program is providing free water-use management assessments for large customers of the City of Asheville's Water Resources Department. These on-site assessments help identify utility costs savings for the City.
- LOS received CMAQ funding to continue support of air quality outreach initiatives in WNC.
- Clean Vehicles has been participating in outreach events across the region including City of Asheville Parks and Recreation Truck City, Evergreen Charter School Better World Day, Careers on Wheels, Cherokee Electric Bus Ribbon Cutting.
- Cherokee Clean Vehicles participated in the first electric school bus in North Carolina ribbon cutting, including a visit from Governor Cooper and Administrator Reagan.
- Staff hosted the annual broadband leadership summit with national level speakers and nearly 200 registrants on April 20, 2022.

c. Transportation Services

- MPO & RPO staff continue to work with local partners and NCDOT on project design and development.
- Staff is assisting in TAB, STIP and CTP development and Board meetings.
- RPO staff serving as NCARPO Association President, the NCARPO is the statewide organization representing Rural Transportation Planning Organizations in NC.
- RPO staff is also serving on the new NCDOT EV/Clean Energy Committee.
- RPO, MPO and ECD staff are assisting several communities write grants for transportation projects, including RAISE, FLAP, and the IJJA Discretionary Funds.
- MPO and RPO staff are serving on the state's Prioritization Workgroup with other representatives from MPOs, RPOs, and NCDOT.
- The MPO is providing funding to several special studies in the region getting ready to being in FY 2022: Haywood County Greenway Master Plan, Reed Creek Greenway Extension Feasibility Study (City of Asheville), and the Buncombe County Multimodal Master Plan.
- The MPO has completed corridor studies on Hendersonville Road and Tunnel Road, in cooperation with the City of Asheville, Buncombe County, and NCDOT. The Studies can be found here: <http://frenchbroadrivermpo.org/local-plans/>
- The MPO is providing funding for on-going studies at the City of Asheville, including the Close the GAP Plan, the purchase of bicycle and pedestrian counters, and the Biltmore/McDowell study.
- The MPO recently accepted the Regional Transit Feasibility Study. More information is available here: <http://frenchbroadrivermpo.org/regional-transit-feasibility-study/>
- The MPO-supported Richland Creek Greenway Study was recently completed by the Town of Waynesville.
- MPO staff is serving on a Locally Administered Projects Program committee with NCDOT to provide policy recommendations to achieve better success rates and more on-time delivery of LAPP projects.
- MPO staff provided an orientation for new members to the MPO's Board, TCC, and the general public on March 3, 2022.

3. Aging

American Rescue Plan Act (ARPA): The Area Agency on Aging received the draft American Rescue Plan Act Administrative Letter from the Division of Aging and Adult Services and written input from all AAA's was due back by April 14. We wait for the final Administrative Letter to be released from DAAS before we distribute funds to regional providers.

COVID-19 Vaccine Outreach

- Staff continues to monitor and learn the new state covid plan, “Moving Forward Together” plan. Which included a new way of monitoring and reporting covid throughout the state.
- Staff promoting the “Spring into Summer” Campaign from NC DHHS to help continuing pushing vaccination and boosters.
- Staff distributes COVID-19 informational flyers to places around town.
- Staff visited Transylvania County to give out AAA “swag” and covid information at community and senior centers.
- Staff continues to connect with other organizations to create ideas and plans on how to partner together in COVID-19 outreach.
- Staff is preparing for Older Americans Month in May with planning and scheduling events to participant in to give out COVID-19 information.
- Staff will have upcoming radio and newspaper ads to reach homebound older adults.

Family Caregiver Support Program

- Staff is working with area providers to reach out to Kinship Caregivers (Grandparents Raising Grandchildren) to assist them with funds for summer camps and other needs.
- Staff is working with Friends of Transylvania County Adult Day to find ways of getting Adult Day Care back up and running in Transylvania County.
- Staff is working with providers to assist family caregivers of those who have been affected by the closing of the adult day care facility in Transylvania County.
- Staff worked with volunteers at AARP in presenting Powerful Tools for Caregivers which is an interactive training for caregivers which teaches valuable skills and information on resources family caregivers can go to for assistance.

Foster Grandparent Program

- AmeriCorps Seniors just announced that all stipend programs including the Foster Grandparent and Senior Companion Programs will receive a permanent increase to support an increase in the stipend from \$3.00 to \$3.15 per hour, effective July 1, 2022.
- President Biden’s FY23 Budget Request Continues to Grow National Service. The President has proposed a robust budget for national service and volunteerism providing \$1.34 billion for AmeriCorps - a 16 percent increase over last year. It provides increases across every program and support account. On the heels of the recent increases in the FY22 enacted budget, these FY23 investments reflect the Administration’s strong support for national service as a strategy for meeting pressing challenges and building a more equitable future for all Americans.
- In recognition of National Volunteer Week, April 17 – April 23, volunteers of the Foster Grandparent Program were recognized with a luncheon for their dedication and the differences they make each day in the lives of the children they work with.

Health Promotion and Disease Prevention

- Staff welcomes the return of fully in-person evidence-based programming. The first offering is Tai Chi being provided at the Senior Opportunity Center in Asheville. Additionally, Walk with Ease is currently available to older adults in the four-county region.
- Staff is currently completing Bingocize leadership training and is in talks to bring this new evidence-based program to a regional senior center.
- Staff represented the WNC Falls Prevention coalition at the North Carolina Fall Prevention quarterly meeting.

- Staff is working with WNC Falls Prevention and MAHEC to bring a September Falls Prevention conference to the region.
- Staff is working with Lakeview Center for Active Aging to complete recertification.
- Staff continues to work with Blue Ridge Pride and Generations Plus to bring monthly content to social media, including the Rainbow Inspiration series for LGBTQ+ adults.
- Staff and Asheville Terrace Community Health Workers are eager for more in-person events and are currently planning to reintroduce both ongoing activities including crochet, gardening, and “color my world” groups.
- Staff and Asheville Terrace Community Health Workers continue to partner with MANNA and OLLI volunteers to bring nutrition to residents. In March 126 bags of groceries were distributed to residents, and 347 “Neighbor Knock” visits were conducted.

Home and Community Care Block Grant: April 2022 Report of Services Provided

- Adult Day Care/Health Days = 2,923
- Meals – delivered/congregate = 142,720
- In-home Aide hours = 8,853
- Legal Services hours = 1,294
- Transportation trips = 37,641
- Home Improvement Projects = 24

Money Follows the Person (MFP) Community Inclusion

- Staff held first regional webinar for Money Follows the Person program review with 21 skilled nursing facilities were in attendance.
- Staff attended the *Essential Jobs, Essential Care (EJEC)* Direct Care Workforce Convening.
- Staff joined the Buncombe County World Elder Abuse Awareness Day planning committee and attended first planning meeting.
- Staff visit Skilled Nursing facilities in Henderson and Buncombe Counties to conduct trainings and offer support to social workers and discharge planning teams.

Money Follows the Person Transition Coordinator

Western counties served: Buncombe, Henderson, Transylvania, Polk, Madison, McDowell, Rutherford, Mitchell, Madison. The current caseload for the Western Region is 11.

- Six are waiting on housing before they can transition.
- Three clients transitioned April 1, 2022.
- Two clients are scheduled to transition May 1, 2022.

Central counties served: Forsyth, Davidson, Surry, Davie, Stokes, Yadkin. The current caseload for the Central Region is 11.

- Five clients cannot locate housing.
- Four clients transitioned April 1, 2022.
- Two clients are scheduled to transition May 1, 2022.

Ombudsman Program

- On April 12, Donna Case was Certified and Designated as a Regional Long Term Care Ombudsman.
- Staff is working with other North Carolina Ombudsmen as well as the State Ombudsmen to finalize Community Advisory Committee Training Modules and Schedule.

- Ombudsman staff provided Aging Sensitivity a CNA 1 class at Blue Ridge Community College in Henderson County.

Project C.A.R.E. (Caregiver Alternatives to Running on Empty)

- 93% of the State respite funds have been utilized by caregivers in the Western Project C.A.R.E. region (15 counties); 100% of State respite funds have been awarded to caregivers.
- Project C.A.R.E. received federal funding this fiscal year to supplement State funds. The Western Region had \$11,000 (federal) to start and then received an additional \$4,000 (federal). Caregivers receiving federal respite funds will need to use them by end of August. 60% of the funds have been allocated to caregivers needing respite and the balance will be allocated very soon.
- Staff will resume doing home visits after having taken a long pause from doing home visits during the COVID pandemic.
- Staff will do outreach in the Region A counties (Cherokee, Clay, Graham, Haywood, Jackson, Macon, Swain) to increase referrals. Project C.A.R.E. strives to serve caregivers in all 100 counties and in the Western Region all 15 counties.

The Senior Companion Program is adjusting to the new norm. The VA has opened again so several of volunteers are serving there. Staff has been alerted that AmeriCorps Seniors will receive a 15 cent per hour raise for stipends in July 2022. This will allow volunteers to receive \$3.15 per volunteer hour. Staff continue to apply for grants to support the mileage reimbursement for our volunteers who drive their clients to medical, grocery, and needed errands. There will be a big push beginning in May 2022 for recruitment of new volunteers.

4. Administration

- Buncombe County has begun renovations of our office. The purpose of the renovations are to align our office space to support the Healthy Opportunities project. It has taken time for Buncombe County to secure the construction supplies and contractors for this project. The renovation is being funded by a \$400,000 grant from Dogwood Health Trust. The March Board of Delegates and Executive Committee meetings will be virtual since we anticipate the first few days of the construction process to be very loud from demolition activities.
- Hosted quarterly local government managers meeting on April 25.
- Nathan attended the COG Directors and Forum Meeting in Pembroke, NC at the Lumber River COG office.
- Several staff attended the Henderson County Chamber of Commerce Annual Dinner.
- Nathan and Danna attended the Southwestern Commission March 28, 2022 board meeting in Cherokee. The board meeting featured a presentation by Philip Cooper, coordinator of the INspire “recovery to career” effort which covers 11-counties in Western North Carolina.
- Nathan attended the Federal Reserve Bank of Richmond “Investing in Rural America” conference in Greensboro.
- Nathan participated in an online UNC SOG course “Cultivating Workplace Culture.”
- Nathan attended the Asheville Chamber Leadership Circle meeting focused on workforce housing.
- Nathan and Danna attended the Western Piedmont Council of Governments Annual Dinner in Hickory.
- Met with City of Brevard regarding their RAISE grant application for the Ecusta Trail.
- Participated in numerous Foreign-Trade Zone (FTZ) meetings and partner discussions.
- Arranged meeting LOS and Buckeye Hills Regional Council, OH
- Our contract with Craft HR Solutions will transition to an as needed basis on July 1 with at an agreed upon hourly rate.

- We are overseeing ARC INspire Recovery to Careers and ARC POWER Early Childhood Workforce projects which are each over \$1 million serving 11 counties in Western North Carolina.
- Funding from Dogwood Health Trust about increasing COG capacity in WNC is in process. Funding available would enable COGs to provide more support for local governments and communities. We will be supporting Foothills Commission (formerly Isothermal Planning and Development Commission) as part of this effort.
- Land of Sky Regional Council is scheduled to receive almost \$1 million in state funds to support our Economic & Community Development team. These funds will help our team more effectively respond to the needs of our local governments.

5. Workforce

- Region's unemployment rate of 3.1% for February 2022, metro is the #3 lowest unemployment rate in NC. The March data will be released on April 27.
- NCWorks Commission approved a framework for workforce board consolidation. The framework encourages consolidation but does not indicate how many workforce boards NC should have. A link to the memorandum is following: [NC Commerce: NCWorks Commission Draft Memorandum on Workforce Development Board System Alignment Study](#)
- We received preliminary notice that our workforce funding for PY22-23 will be just over \$2 million. That is higher than we anticipated and we are working on several strategies to increase capacity.
- Will be making a presentation regarding the region's labor market to Explore Asheville (Asheville CVB) on April 27.
- Board staff are focused on meeting the 20% work experience mandate for our NCWorks NextGen Youth programs. Although we were very close the board failed to meet the 20% mandate last year.
- Federal, state, and local government job fair held on Wednesday, March 23 at the WNC Agricultural Center in Fletcher attracted over 20 employers and about 70 job seekers.
- WNC Career Expo was held on Wednesday, March 30 from 11:00 am – 4:00 pm at Harrah's Cherokee Center in downtown Asheville. Over 120 employers participated and around 230 job seekers attended.
- We hosted a visit by USDOL VETS (Veterans Employment and Training Service) Deputy Assistant Secretary (DAS) Margarita Devlin. DAS Devlin visited ABCCM Veterans Restoration Quarters (VRQ), NCWorks Career Center Asheville, Blue Ridge Community College and Survival Innovations. Our region has many efforts to support veterans.
- The Board released a RFP for Adult, Dislocated Worker and Youth WIOA Services and for One-Stop Operator. A bidders conference was held on April 4.
- We are participating as one of 15 statewide collaboratives by ncIMPACT/UNC School of Government and my Future NC as regional efforts focused on increasing postsecondary credential attainment.
- We are supporting the workers at Continental as they announced several years ago this facility was closing and final operations will end this year. Continental held a job fair on March 23 for workers who were laid off at the end of March.
- We are planning a "\$19 per hour and beyond" job fair for June 2022.
- 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. We have received approval from our financial monitor for these expenditures and hopefully we will have the funding to support this project. We are committing \$50,000 to support virtual pre-employment training.
- The board received a grant from Appalachian Regional Commission to expand the number of early childhood educators in our region. This grant application was an effort to continue the work we have done supported by NCWorks Local Innovation Grant with Buncombe Partnership for Children and the Child & Family Resource Center. We are partnering with the Southwestern Commission to expand the

project to 11 counties and Dogwood Health Trust has graciously agreed to provide matching funds for this project.

- We are applied for the EDA Good Jobs Challenge in partnership with Dogwood Health Trust, AB Tech and Blue Ridge Community College. The focus will be on the advanced manufacturing and healthcare sectors, the request is for \$10 million.
- The board is supporting incumbent worker training (Business Accelerator Grants) with 12 (twelve) local employers.
- We are working with NC Department of Commerce to support incumbent worker training at Raybow PharmaScience in Transylvania County through the NC Job Ready grant.

6. Mountain Mobility

- Because the federal mask mandate for public transit expired on April 18th, Mountain Mobility has proceeded with a “mask optional” policy for both vehicle operators and passengers.
- The system saw increased ridership during the month of March. Overall, Mountain Mobility provided 500 more trips than the month of February, with significantly higher numbers in our Enka-Candler Trailblazer service. Additionally, we provided three hundred more trips to medical appointments and grocery/shopping destinations for our senior population – an indication that the community has a more positive view of mass transit.

7. NEMT

- We are submitting monthly reports to Buncombe County on the number of clients and caseload. It appears we did not lose as many Medicaid clients during the transition to managed care.
- Total trips scheduled and total trips taken have increased compared to one year ago but the total active cases have declined.

8. Healthy Opportunities (HOP) Program

- Land of Sky Regional Council is spearheading the transportation domain of the Healthy Opportunities Pilot (HOP) Program as part of Medicaid transformation in North Carolina.
- Thanks to a grant from Dogwood Health Trust, LOSRC will soon open a new call center that will house both our Non-Emergency Medicaid Transportation department and the HOP transportation specialists. Under this program, LOSRC will assist with transportation in the 18 western-most counties in the state, building a network of both private and public transportation providers in each county. The transportation domain will begin services May 1st.
- As part of this process, we have hired Dalton Buckner as our Transportation Finance Specialist. Dalton is responsible for contracting with the transit providers in the LOSRC network and processing payments. We’re excited about the launch of the HOP and to have Dalton on board for this program.