



Executive Committee
April 26, 2023
Hybrid Meeting In-Person at MAHEC Education Building or Remotely via WebEx
11:00 am

AGENDA

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 22, 2023 Executive Committee Meeting Minutes
 - B. Budget Amendment #6
- 3. New Business**
- A. Workforce Career Pathway Outreach RFP
 - B. Staff Salary and Position Adjustments
- 4. Other Items**
- A. Executive Director Report
- 6. Adjournment**

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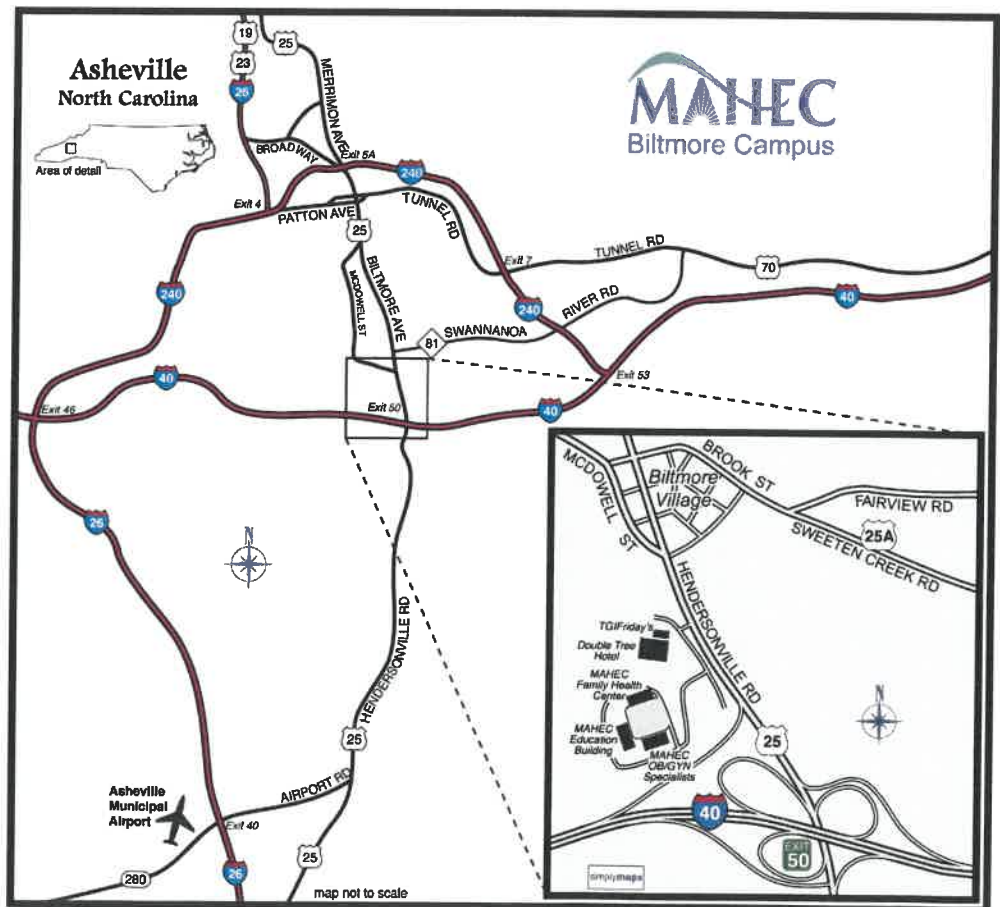
From **I-40 Westbound**, take Exit 50B and merge onto Hendersonville Road.

At the first light, turn left into the Double Tree Biltmore Hotel/TGI Fridays complex.

Turn left (away from the hotel). You will see a steep driveway on your right.

Turn right and go up that driveway to the MAHEC Biltmore Campus.

From **19-23 (I-26)** take 240 East to Exit 5B (Charlotte Street). Exit right onto Charlotte Street. At the 4th light, make a left onto Biltmore Avenue. Proceed through 8 traffic lights. At the 9th light turn right into the Double Tree Biltmore Hotel complex. Turn left (away from the hotel). You will see a steep driveway on your right. Turn right and go up that driveway to the MAHEC Biltmore Campus.



**Land of Sky Regional Council
Executive Committee
Regular Meeting
March 22, 2023**

Minutes

Land of Sky Regional Council's Executive Committee held a meeting at the Buncombe County Training Facility located on the campus of A-B Tech/Woodfin that included access through the Zoom platform on Wednesday March 22, 2023. Executive Committee members participating in the meeting included Chair Patrick Fitzsimmons, Barbara Volk, Bob Tomasulo, Jason Chappell, Maureen Copelof, Sandra Kilgore, Preston Blakely, and Matt Wechtel constituting a quorum.

Land of Sky staff participating in the meeting included Nathan Ramsey, Patricia Rosenberg, LeeAnne Tucker, Christina Giles (Zoom Host), Vicki Jennings, Erica Anderson, and Tristan Winkler, Glenda Brown, and Zia Rifkin (Minutes). Land of Sky's Legal Counsel, Susan Russo-Klein was present, too.

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

Approval of Consent Agenda – The consent agenda composed of items A. February 22, 2023 Executive Committee Minutes, and B. Budget Amendment #5 was presented for approval with no modification requested.

Barbara Volk moved to approve the consent agenda as presented. Sandra Kilgore seconded, and the motion carried unanimously upon a roll call vote, and without further discussion.

New Business

Transportation Demand Management (TDM) Resolution

Hannah Bagli shared that the Executive Committee is requested to authorize LOSRC to submit and accept the annual TDM grant application to NCDOT for the FY2024 year. NCDOT has made \$57,547.50 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 \$75,000. She also explained the TDM Coordinator's role that is to create active and alternative transportation in the region by advocating for vanpools, carpools, public transit, etc. Jon Barsanti was introduced as he is assuming the role of TDM Coordinator.

Maureen Copelof 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 services and activities. Jason Chappell seconded, and the motion carried upon a roll call vote, and without further discussion.

Nominating Committee Report

Nathan Ramsey shared that LOSRC Nominating Committee was appointed pursuant to the Bylaws & Charter at the February meeting. Nominating Committee members are Rebecca McCall, Commission Chairman, Henderson County, Terri Wells, Commissioner, Buncombe County and Elisabeth Ervin, Council Member, Town of Woodfin. The Nominating Committee submitted the following report for the term of service beginning July 1, 2023 and ending June 30, 2024.

Chair: Patrick Fitzsimmons, Mayor, Town of Weaverville (Buncombe)

Vice-Chair: Maureen Copelof, Mayor, Brevard (Transylvania)

Secretary: Preston Blakely, Mayor, Fletcher (Henderson)

Treasurer: Matthew Wechtel, Commission Chair, Madison County (Madison)

County Delegate: Jason Chappell, Commission Chair, Transylvania County (Transylvania)

Municipal Delegate: Sandra Kilgore, Vice Mayor, Asheville (Buncombe)

Past Chair Delegate: Barbara Volk, Mayor, City of Hendersonville (Henderson)

Minority Representative Delegate: Burton Hodges, Exec Director, Transylvania Alliance (Transylvania)

Aging Representative: Bob Tomasulo, Chair, Aging Advisory Committee

Information item. No action requested.

French Broad River Tour

Nathan Ramsey shared that LOSRC is planning a French Broad Tour which will take place in the summer or fall of this year. The French Broad River connects our region's four counties, and the river has many economic, cultural, and environmental impacts. The tour will take place on Fridays over the course of several days and would span from Rosman to Hot Springs. A rafting tour, most likely in Madison County, is planned as part of the event. The tour will be paid for with private funds and would be open to elected officials, government staff, economic development, business, agricultural and environmental leaders. Planning is in the beginning phase, and it is planned that the tour would begin in Transylvania County. It is anticipated that there would be no cost for to participate in the event. This would be a significant undertaking for LOSRC as this has not been attempted before. Working with the French Broad River Partnership to plan this event. LOSRC would provide liability coverage for the event, and it is envisioned that buses would be rented to transport attendees to points of interest in each community during the span of the event. Nathan Ramsey shared that the tour would occur late summer or fall of this year.

Information item. 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 draft legislative goals would be presented for the Board to consider approving. Those goals are affordable housing, broadband expansion, water/sewer infrastructure, additional revenue options and flexibility on using sales tax monies, etc. He noted that the Board is free to discuss the General Assembly providing support for affordable and workforce housing.

Nathan Ramsey shared that LOSRC is in early discussion with Eastern Tennessee Development District (ETDD) and other organizations to provide an annual environmental award named after the creator of the Appalachian Trail.

Nathan Ramsey shared that Mayor Fitzsimmons and Vice Mayor Kilgore joined LOSRC staff at the NADO conference that just concluded in Washington, DC. Sandra Kilgore shared that it was a wonderful experience to see the venue that NADO operates in, making it more real- these are individuals just like us working to make positive change. The experience brought things full circle and provided an excellent learning experience. Chair Fitzsimmons shared that it was a great opportunity to learn who has the funding and who makes things happen. Nathan Ramsey shared that the NADO training conference is planned for the fall in Cleveland. He noted that the executive director of NADO, Joe McKinney, is a former executive director of LOSRC.

Nathan Ramsey shared that the Board would hear from several entities regarding the Evergreen closure including Mayor Smathers from the Town of Canton, Chet Mottershead from Department of Commerce, Division of Workforce Solutions, and David Garrett with Southwestern Workforce Development Board (SW-WDB).

Nathan Ramsey gave a shout out to Erica Anderson for her efforts to bring the NC School of Government training on how local governments can train and retain staff to the region.

Nathan Ramsey requested feedback on the proposed changes to the meeting format to reduce the time delegated for the meetings and to include a critical conversation on topics relevant to the region. The goal is to begin the new meeting format with the August meeting.

Adjournment

Chair Fitzsimmons adjourned the meeting upon unanimous consent, as there was no further business.

Respectfully submitted by Zia Rifkin

BUDGET AMENDMENT RESOLUTION SIX, April 26, 2023

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, 2023.

SECTION I. To amend the appropriation as follows:

AAA - Area Agency on Aging	\$	592.00
ECD - Economic and Community Development	\$	602,274.60
MAWD - Workforce Development	\$	103,690.00
MNG - General Operations	\$	-
WRP - Waste Reduction Partners	\$	43,500.00
TRAN - Transportation	\$	-
Total Appropriations	\$	<u>750,056.60</u>

SECTION II. It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Area Agency on Aging	Federal	\$	594.00
	State	\$	(2.00)
	Local	\$	-
	Dues	\$	-
	Private	\$	-
	In Kind	\$	-
	Fees	\$	-
	Appropriated Fund Balance	\$	-
Total Area Agency on Aging		\$	<u>592.00</u>
Economic and Community Development	Federal	\$	233,335.60
	State	\$	150.00
	Local	\$	(10,000.00)
	Dues	\$	37,289.00
	Private	\$	341,500.00
	In Kind	\$	-
	Fees	\$	-
	Appropriated Fund Balance	\$	-
Total Economic & Community Development		\$	<u>602,274.60</u>

BUDGET AMENDMENT RESOLUTION SIX, April 26, 2023

Workforce Development	Federal	\$	-
	State	\$	27,175.00
	Local	\$	-
	Dues	\$	-
	Private	\$	76,515.00
	In Kind	\$	-
	Fees	\$	-
	Appropriated Fund Balance	\$	-
Total Workforce Development		\$	<u>103,690.00</u>
General Operations	Federal	\$	-
	State	\$	-
	Local	\$	-
	Dues	\$	-
	Private	\$	-
	In Kind	\$	-
	Fees	\$	-
	Appropriated Fund Balance	\$	-
Total General Operations		\$	<u>-</u>
WRP - Waste Reduction Partners	Federal	\$	43,500.00
	State	\$	-
	Local	\$	-
	Dues	\$	-
	Private	\$	-
	In Kind	\$	-
	Fees	\$	-
	Appropriated Fund Balance	\$	-
Total Waste Reduction Partners		\$	<u>43,500.00</u>

BUDGET AMENDMENT RESOLUTION SIX, April 26, 2023

TRAN - Transportation	Federal	\$	-
	State	\$	-
	Local	\$	-
	Dues	\$	-
	Private	\$	-
	In Kind	\$	-
	Fees	\$	-
	Appropriated Fund Balance	\$	-
Total Transportation		\$	-
Total Estimated Revenues		\$	<u>750,056.60</u>

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 26th of April, 2023.

Mayor Patrick Fitzsimmons, Chair

Nathan Ramsey, Attest

Land of Sky Region Council
Revenue and Expenditures



Fiscal Year → FY23
Amendment → Six

Amendment Date → 4/26/23

Revenue and Expenditures

Program Area	Proposed Budget as of Current Amendment -- 'Six'	Budget as of Previous Amendment -- 'Five'	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	\$8,466,712	\$8,466,120	\$592	0.0%	0.0%
ECD - Economic and Community Development	\$6,431,108	\$5,828,833	\$602,275	10.3%	24.8%
MAWD - Workforce Development	\$7,675,876	\$7,572,186	\$103,690	1.4%	4.3%
MNG - General Operations	\$261,823	\$261,823	\$0	0.0%	0.0%
WRP - Waste Reduction Partners	\$374,377	\$330,877	\$43,500	13.1%	14.6%
TRAN - Transportation	\$1,816,387	\$1,816,387	\$0	0.0%	0.0%
Land of Sky Regional Council	\$25,026,283	\$24,276,226	\$750,057	3.1%	6.5%

Revenue by Source

Funding Source	Proposed Budget as of Current Amendment -- 'Six'	Budget as of Previous Amendment -- 'Five'	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	\$16,835,775	\$16,558,346	\$277,430	1.7%	0.0%
State	\$2,510,089	\$2,482,766	\$27,323	1.1%	0.0%
Local	\$2,115,230	\$2,125,230	(\$10,000)	-0.5%	0.0%
Dues	\$556,638	\$519,349	\$37,289	7.2%	0.0%
Private	\$2,167,854	\$1,749,839	\$418,015	23.9%	0.0%
Other	\$131,838	\$131,838	\$0	0.0%	0.0%
In-Kind	\$325,226	\$325,226	\$0	0.0%	0.0%
Fees	\$215,642	\$215,642	\$0	0.0%	0.0%
Appropriated Fund Balance	\$167,990	\$167,990	\$0	0.0%	0.0%
Land of Sky Regional Council	\$25,026,283	\$24,276,226	\$750,057	3.1%	6.5%

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



0	5	6
FY23	Fiscal Year	Amendment Number
Six	Six	6
4/26/23	4/26/23	Amendment Date

AAA	Area Agency on Aging	FY23 Budget at Amendment Five; Total for AAA	FY23 Budget at Amendment Six; Total for AAA	FY23 Budget at Amendment Six; Total for AAA
AAA	Area Agency on Aging	\$8,466,120	\$592	\$8,466,712

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Amendment Five	Amendment Six	FY23 Budget at Amendment Six
AAA	510	Aging Planning & Administration	\$273,739	\$273,708	\$6	\$273,714
AAA	521	Senior Center General Purpose Funding	\$66,529	\$66,529	\$1,440	\$67,969
AAA	550	Ombudsman	\$363,897	\$423,153	(\$59,256)	\$363,897
AAA	551	Elder Abuse Prevention	\$7,273	\$7,294	(\$21)	\$7,273
AAA	52L	Aging Legal	\$0	\$0	\$889	\$889
AAA	52S	Supplemental Nutrition Funding	\$0	\$0	\$57,534	\$57,534

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



FY23	Fiscal Year	0	5	6
		Six	Amendment Number	6
		4/26/23	Amendment Date	

FY23 Budget at Amendment Five; Total for ECD	FY23 Budget at Amendment Six; Total for ECD	FY23 Budget at Amendment Six; Total for ECD
\$5,828,833	\$602,275	\$6,431,108

Economic and Community Development

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Amendment Five	Amendment Six	FY23 Budget at Amendment Six
ECD	431	EDA Planning Grant - 1/1/21 - 12/31/23	\$113,298	\$113,298	\$37,289	\$150,587
ECD	449	Mars Hill Water/Sewer T/A	\$29,000	\$35,000	\$295,000	\$330,000
ECD	458	Madison Co. Housing Coalition	\$12,000	\$11,614	\$6,500	\$18,114
ECD	41B	City of Asheville - Swannanoa River Rd Pr	\$0	\$0	\$25,000	\$25,000
ECD	41U	UNC - Building Capacity For Home & Community	\$149,122	\$149,122	\$150	\$149,272
ECD	642	Foreign Trade Zone	\$0	\$0	\$5,000	\$5,000
ECD	70A	Healthy Opportunities - Operations	\$525,000	\$191,600	\$214,275	\$405,875
ECD	70B	Healthy Opportunities Education and Outreach	\$0	\$0	\$19,061	\$19,061

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



0	5	6
FY23	Six	Amendment Number
	4/26/23	Amendment Date

FY23 Budget at Amendment Five; Total for MAWD	FY23 Budget at Amendment Six; Total for MAWD	FY23 Budget at Amendment Six; Total for MAWD
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MAWD	Workforce Development	\$7,572,186	\$103,690	\$7,675,876
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Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Amendment Five	Amendment Six	FY23 Budget at Amendment Six
MAWD	620	Inspire- ARC/DHT/MAHEC	\$385,000	\$642,814	\$103,690	\$746,504

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



FY23	Fiscal Year
Six	Amendment Number
4/26/23	Amendment Date

FY23 Budget at Amendment Five; Total for MNG	FY23 Budget at Amendment Six; Total for MNG	FY23 Budget at Amendment Six; Total for MNG
\$261,823	\$0	\$261,823

General Operations

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Amendment Five	Amendment Six	FY23 Budget at Amendment Six

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



0	5	6
FY23	Six	Amendment Number
	4/26/23	Amendment Date

FY23 Budget at Amendment Five; Total for WRP	FY23 Budget at Amendment Six; Total for WRP	FY23 Budget at Amendment Six; Total for WRP
\$330,877	\$43,500	\$374,377

Waste Reduction Partners

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Amendment Five	Amendment Six	FY23 Budget at Amendment Six
WRP	384	EPA Source Reduction Grant	\$0	\$0	\$43,500	\$43,500

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



FY23	Fiscal Year	5	6	6
Six	Amendment Number			
4/26/23	Amendment Date			

FY23 Budget at Amendment Five; Total for TRAN	FY23 Budget at Amendment Six; Total for TRAN	FY23 Budget at Amendment Six; Total for TRAN
\$1,816,387	\$0	\$1,816,387

Transportation

Unit	Grant Number	Grant Name	FY Start	FY23 Budget at Amendment Five	Amendment Six	FY23 Budget at Amendment Six



AGENDA ITEM SUMMARY

Item:	3A – Staff Salary Adjustments
Nature of Item:	Action
Attachment(s):	Staff Salary Adjustments
Background:	Proposed staff salary and pay grade adjustments are intended to maintain pay rates competitive with the market. Leadership team has determined our team can be more effective with pay adjustments than retaining a firm for a pay study. Land of Sky Regional Council is struggling to attract and retain staff. We have lost several staff members who have received substantial pay increases with their new positions.
Responsible Staff:	Nathan Ramsey, Executive Director
Suggested Motion:	Motion to approve the staff salary and pay grade adjustments as presented effective May 1, 2023.



Land of Sky Regional Council Salary Adjustments

Name	Department	Current Position	Pay Grade	Current Salary	Proposed Position	Proposed Pay Grade	Proposed Salary	Salary Increase
Patricia Rosenberg	Finance	Finance Director	34	113,513.92	Finance Director	34	121,013.92	\$7,500
Christina Giles	Administration	Administration and Communication Director	32	90,950.08	Administration and Communication Director	32	95,950.08	\$5,000
Erica Anderson	Economic & Community Development	Economic & Community Development Director	34	102,319.96	Deputy Director/Economic & Community Development Director	36	110,000	\$7,680.64
LeeAnne Tucker	Area Agency on Aging	Area Agency on Aging Director	34	102,319.36	Area Agency on Aging Director	34	105,319.36	\$3,000
Vicki Jennings	NEMT/Healthy Opportunities/Mountain Mobility, INspire, GO PLACES, Accelerate Buncombe	Strategic Initiatives Director	34	101,649.86	Strategic Initiatives Director	34	105,319.36	\$3,669.50
Tristan Winkler	Economic & Community Development	French Broad River MPO Director	34	\$98,665.84	French Broad River MPO Director	34	\$100,665.84	\$2,000
Barbara Darby	Workforce	Assistant Workforce Director	27	74,051.64	Assistant Workforce Director	27	79,051.64	\$5,000
Zia Rifkin	Workforce	Workforce and Accounting Specialist	24	65,965.38	Workforce Finance Manager	26	71,965.38	\$6,000

Executive Committee Meeting
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Melissa Wright	Workforce	Workforce Operations Specialist	24	65,965.38	Workforce Operations Director	26	71,965.38	\$6,000
Brandon Priester	Workforce	Business Services Representative	23	\$47,596.12	Business Services Representative	23	\$50,596.12	\$3,000
Marc Czarnecki	Workforce	Business Services Representative	PT	\$25 per hour	Business Services Representative	PT	\$35 per hour	\$10 per hour
Sherry Christenson	Finance	Payroll and Finance Coordinator	26	\$70,965.44	Payroll and Finance Coordinator	26	\$75,965.44	\$5,000
Melissa Lindsey	Finance	Accounts Payable Clerk	23	\$52,945.36	Accounts Payable Clerk	23	\$60,000.00	\$7,054.64
Kim Ward	Finance	Accounts Receivable Clerk	23	\$50,100.54	Planner I	23	\$55,100.54	\$5,000
Wanda Clark	Finance	Finance Clerk	PT	\$36.28 per hour PT	Finance Clerk	PT	\$38.66 per hour PT	\$2.38 per hour
Dr. Mary Roderick	Economic & Community Development	Planner III	28	\$78,303.67	Planning Director	32	\$88,303.67	\$10,000
Sara Nichols	Economic & Community Development	Planner III	28	\$78,303.67	Planner III	28	\$80,303.67	\$2,000
Vicki Eastland	Economic & Community Development	RPO Director	29	\$71,475.87	RPO Director	29	\$74,475.87	\$3,000
Stuart Bass	Economic & Community Development	Planner I	24	\$56,324.86	Planner I	26	\$61,324.86	\$5,000
Kayla DiCristina	Economic & Community Development	Planner I	24	\$55,532.98	Planner I	24	\$58,532.98	\$3,000
Hannah Bagli	Economic & Community Development	Transportation Planner I	24	\$54,107.04	Transportation Planner I	24	\$56,107.04	\$2,000

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Zack Schmitt	Area Agency on Aging	Aging Specialist	23	\$48,199.22	Aging Specialist	23	\$53,199.22	\$5,000
Carol McLimans	Area Agency on Aging	Family Caregiver Program Associate	PT	\$27.46/hr 200 hrs/yr	Family Caregiver Program Associate	PT	\$29.38/hour	\$1.92 per hour
Pat Hilgendorf	Area Agency on Aging	Family Caregiver Program Associate	PT	\$24.05/hr 150 hrs/yr	Family Caregiver Program Associate	PT	\$25.73/hour	\$1.68 per hour

<u>Grade</u>	<u>Job Classification Title</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>FLSA</u>	
10	Not assigned	25,241	31,551	37,861	N	
11	Not assigned	26,502	33,128	39,754	N	
12	Not assigned	27,828	34,784	41,742	N	
13	Not assigned	29,220	36,525	43,831	N	
14	Transit Program Assistant	30,681	38,351	46,021	N	
15	Not assigned	32,214	40,269	48,322	N	
16	Senior Transit Program Assistant	33,825	42,282	50,738	N	
17	Not Assigned	35,516	44,396	53,275	N	
18	Mobility Specialist	37,293	46,616	55,937	N	
18	INspire Peer Support Specialist	37,293	46,616	55,937	N	Grant
18	INspire Peer Support Apprentice	37,293	46,616	55,937	N	Grant
19	Administrative Support Specialist	39,157	48,947	58,736	N	
19	Transportation Specialist	39,157	48,947	58,736	N	
20	NEMT Specialist	41,115	51,394	61,673	N	
20	INspire Project Liaison	41,115	51,394	61,673	N	Grant
21	Performance & Accountability Specialist	43,171	53,963	64,756	N	
21	Transportation Accounting Specialist	43,171	53,963	64,756	N	
22	Work Based Learning Coordinator	45,329	56,661	67,994	N	
23	Aging Specialist/Contracts	47,596	59,496	71,394	N	
23	Business Services Coordinator	47,596	59,496	71,394	N	
23	Foster Grandparent Program Manager	47,596	59,496	71,394	N	
23	Long-Term Care Ombudsman I	47,596	59,496	71,394	N	
23	NEMT Lead Specialist	47,596	59,496	71,394	N	
23	Senior Community Svcs Employ Prog Mgr	47,596	59,496	71,394	N	
23	Administrative and Finance Clerk	47,596	59,496	71,394	N	
23	Accounts Receivable Clerk	47,596	59,496	71,394	N	
24	Aging Specialist/HPDP	49,976	62,471	74,964	N	
24	Family Caregiver Specialist	49,976	62,471	74,964	N	
24	Long-Term Care Ombudsman II	49,976	62,471	74,964	N	
24	Project C.A.R.E. Manager	49,976	62,471	74,964	N	
24	Senior Companion Program Manager	49,976	62,471	74,964	N	
24	Workforce and Accounting Specialist	49,976	62,471	74,964	N	
24	Workforce Operations Specialist	49,976	62,471	74,964	N	
24	Planner I	49,976	62,471	74,964	N	
24	TDM Coordinator	49,976	62,471	74,964	N	
24	Transportation Planner I	49,976	62,471	74,964	N	
24	Payroll and Finance Specialist	49,976	62,471	74,964	N	Approved Feb 2021
24	Procurement and Accounting Specialist	49,976	62,471	74,964	N	
24	Workforce Equity Advocate	49,976	62,471	74,964	N	Approved Oct 2022
25	Grants Accounting Specialist	52,475	65,594	78,713	N	
25	Long-Term Care Ombudsman III	52,475	65,594	78,713	N	
25	MFP Transitions Coordinator	52,475	65,594	78,713	N	Grant
26	MFP Community Inclusion Specialist	55,099	68,875	82,649	N	Grant
26	GIS Manager	55,099	68,875	82,649	N	
26	Planner II	55,099	68,875	82,649	N	
26	Transportation Planner II	55,099	68,875	82,649	N	
26	Human Resources Coordinator	55,099	68,875	82,649	N	
26	Payroll and Finance Coordinator	55,099	68,875	82,649	N	Approved Aug 2022

26	Energy Program Manager, WRP	55,099	68,875	82,649	N	Approved Jan 2023	\$68,875
26	GO PLACES Coordinator	55,099	68,875	82,649	N	Grant Approved Jan 2023	\$55,000
27	Communications and Admin Svcs Coord	57,854	72,318	86,782	N		
27	Assistant Workforce Director / Regional Business Services Coordinator	57,854	72,318	86,782	N		
28	Planner III	60,747	75,934	91,121	N		
28	INspire Project Coordinator	60,747	75,934	91,121	N	Grant	
28	P-20 Council Community Engagement and Data Management Specialist	60,747	75,934	91,121	N	Grant Approved Jan 2023	
29	Transportation Planner III	63,785	79,731	95,678	N	Approved Jan 2020	
30	Not assigned	66,974	83,717	100,461	N		
31	Not assigned	70,323	87,904	105,484	N		
32	Mountain Mobility Manager	73,839	92,299	110,758	E		
32	Healthy Opportunities Manager	73,839	92,299	110,758	E		
32	NEMT Manager	73,839	92,299	110,758	E		
32	Administration & Communications Director	73,839	92,299	110,758	E	Approved July 2022	
32	MPO Project Manager	73,839	92,299	110,758	E	Approved Jan 2020	
32	GO PLACES Director	73,839	92,299	110,758	E	Grant Approved Jan 2023	\$85,000
33	P-20 Council Executive Director	77,531	96,913	116,295	E		
34	Area Agency on Aging Director	81,407	101,759	122,110	E	gf fe 88	
34	Economic and Community Dev. Director	81,407	101,759	122,110	E		
34	Finance Director	81,407	101,759	122,110	E		
34	Workforce Development Director	81,407	101,759	122,110	E		
34	Strategic Initiatives Director	81,407	101,759	122,110	E	Approved July 2022	
34	MPO Director	81,407	101,759	122,110	E	Approved Jan 2020	
35	Not assigned	85,478	106,848	128,217	E		
36	Deputy Executive Director	89,752	112,190	134,628	E		
37	Not assigned	94,240	117,801	141,360	E		
38	Not assigned	98,952	123,691	148,429	E		
39	Not assigned	103,900	129,875	155,851	E		
40	Not assigned	109,095	136,370	163,643	E		

Current Part-Time Positions Not Classified

- Accounting Assistant
- RIDE Program Coordinator
- WRP Office Manager
- Caregiver Program Associate
- WRP Program Managers
- SCP Support Specialist

Department: Economic and Community Development
Reports to: Economic and Community Development Director

General Statement of Duties

Performs supervisory work assisting lead the Economic and Community Development Department projects and grant management duties and technical and professional planning work with oversight of the largest and most complex programs and projects.

Distinguishing Features of the Class

An employee in this class performs technical and professional planning work for the region and assists the Economic and Community Development Director lead the Department's programs. Work includes serving as project manager for large and technically or politically complex projects, including supervising staff members or coordinating project teams on special work assignments; applying for and receiving funding for projects and managing the project; conducting complex and technical research; and gathering input from public officials, affected citizens and the public. Work also includes tasks such as providing technical assistance to the local government members; planning and participating in various public participation processes; supporting groups and committees made up of citizen and public officials; evaluating programs and preparing and presenting reports; and complying with grant reporting regulations.

The Planning Director assists develop the budget and programs in accordance with Land of Sky Regional Council priorities. The program area requires management of multiple complex projects with different focuses and/or specialties and usually requires management of multiple contracts, staff, contracts and/or funders simultaneously. Work is performed primarily in an inside environment but also requires field work and travel within, and occasionally outside, the region. Work is performed under general supervision and is evaluated through conferences, observation, reports, progress on projects, and feedback from the clients as well as by success in receiving funding for projects.

Duties and Responsibilities

Essential Duties and Tasks

- Develops, coordinates and directs a variety of special and continuing plans related to the economic development, environment, sustainability or redevelopment of the region.
- Supervises assigned staff members on a full-time or project basis; supervises and participates in provision of local technical assistance in assigned area; tracks and reviews state legislative proposals and provides technical input; provides guidance to member groups and committees.
- Provides guidance and advice to ECD Director on emerging planning initiatives and implementing an overall regional planning strategy and the specifics therein on a regular basis; develops and formally recommend adoption of new initiatives, funds, priorities, plans and strategies; sets internal policies and goals.
- Assists monitor legislation, policy, politics, and issues impacting the areas of priority for the region and Council; scans and evaluates policy and program environments in order to ensure adequate anticipation of factors and future events that may influence the region's priorities, opportunities, and weaknesses; works to develop and adjust planning and development strategies in response.
- Provides facilitation and management services for local and regional efforts; provides staff support and technical guidance to various regional task forces and groups; facilitates meetings and builds consensus on a wide variety of topics among diverse parties; continually monitors communities to be proactive in identifying actual and potential issues and suggests strategies for dealing with concerns.
- Serves as a technical advisor; advises member governments on emerging legal issues related to area of assignment, conflicts of interests, etc.; makes presentations to the planning and zoning boards for completed projects; makes presentations to elected officials.
- Develops, manage and oversee budgets; assists prepare department's annual budget; applies for funding from governmental and private sources; oversees staff contracts; sets resource allocations, and priorities; assures billing; complies with funding requirements.
- Conducts public meetings; facilitates various committees, boards and community groups; provides technical guidance; participates in meetings and public hearings to explain recommendations on planning proposals;

Additional Job Duties

- Performs related duties as required.

Recruitment and Selection GuidelinesKnowledge, Skills, and Abilities

- Extensive knowledge of the principles and practices, and research methods related to local and regional planning in the area of expertise, and considerable knowledge of other planning areas.
- Thorough knowledge of relevant federal, state and local laws and regulations and of policy changes and advances/changes to programmatic areas of responsibility.
- Thorough knowledge of regional issues, plans and programs.
- Thorough knowledge of the application of personal computers to document preparation, GIS research, spreadsheet analysis, presentation software, and other related applications.
- Skill as a project manager.
- Considerable skill in the collection, analysis, and presentation of technical data and planning recommendations.
- Demonstrated ability to analyze and systematically compile technical and statistical information, and to prepared technical reports.
- Demonstrated ability to evaluate the feasibility of planning alternatives in relation to trends, costs and social pressures and needs.
- Time management, budgeting and political awareness skills and detail oriented.
- Ability to communicate effectively in oral and written forms, to interpret planning, zoning, and local ordinances to officials and the general public, and to make public presentations.
- Ability to establish and maintain effective working relationships with public officials, clients, coworkers, and the general public.
- Ability to provide leadership to other planners, interns, and project team members.

Organization Conformance Standards for all positions:

- Perform quality work within deadlines with or without direct supervision.
- Interact professionally and courteously with other employees, customers and partners.
- Work effectively as a team contributor on all assignments.
- Understand the necessity to efficiently and effectively interact, communicate and coordinate work efforts with other employees and organizations in an effective manner to accomplish common task.
- Function in highly stressful circumstances.
- Maintain a high level of professionalism and to conduct business in an ethical manner at all times.
- Maintain regular and punctual attendance.

Physical Requirements

- Must be able to perform the basic life operational skills of talking, walking, lifting, reaching, standing, fingering, feeling, hearing and repetitive motions.
- Must be able to perform light work exerting up to 20 pounds of force occasionally and or 10 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Must possess the visual acuity to examine and work with maps, charts, and detailed materials, operate a computer, go and inspect sites regarding planning issues, use measuring devices, do figure computations, and do extensive reading.

Desirable Education and Experience

- Graduation from a four year college or university with a degree in accounting and considerable experience in governmental finance, budgeting and accounting or auditing work including some in management of grant programs and effective supervisory experience; or an equivalent combination of education and experience.

Special Requirements

- Driver's License is usually required and specialized certifications may also be required of individual positions.

Land of Sky Regional Council - 2018



Workforce Finance Manager Job Description

Department: Workforce
 Reports to: WDB Director

General Statement of Duties

Performs responsible paraprofessional accounting functions for the finance operations in the COG.

Distinguishing Features of the Class

An employee in this class is responsible for performing accounts payable, data entry for general ledger, cash receipts, generating a variety of financial reports, and performing related fiscal duties. Work involves applying established accounting procedures, principles of bookkeeping, and basic fund accounting to the review and processing of accounting documents. Some judgment is required in selecting and applying appropriate procedures and a variety of manuals. Tact and diplomacy are required in dealing with vendors, coworkers and citizens in conducting Council business. Work is performed under regular supervision and is evaluated through observation, conferences, review of work, and audit of the records by an external auditor.

Duties and Responsibilities

Essential Duties and Tasks

- Prepares contracts for board-approved program operators and other sub-awardees or vendors as necessary, reviews and processes reimbursement requests from sub-awardees and invoices from vendors for payment.
- Compiles and generates reports concerning a variety of data, program information, and financial issues; submits reports electronically.
- Coordinates with program staff for processing of client payments within specific schedules; creates and sends monthly electronic payments.
- Files a variety of records and reports; searches records and reports for historical information
- Compiles and records a variety of fiscal data to create and submit a variety of reports.

WORKFORCE SPECIFIC

- Reconciles expenditures and cash revenue for multiple grants to specialized software and with each of multiple sub-awardees monthly and performs year end close-out individual grants
- Assesses cash receipts and expenditures to ensure receipts are sufficient meet cash needs; performs funds draw down.
- Performs cash draw downs on a reimbursement basis using careful analysis of expenses; reconciles cash revenue with LOSRC and state systems monthly and annually.
- Acts as the purchasing agent for the Workforce Development Department of the COG following established procurement guidelines when utilizing public and other funding. Monitors and conducts assessments and provides financial technical assistance to staff on grant financial requirements; performs grant requisitioning, accounting, and reporting.
- Prepares workforce budget in consultation with the Finance Director and Workforce Director.
- Provides policy support for the workforce development program and ensures compliance with federal, state and local policies.
- Oversees the financial operations of all workforce training programs including short-term training, ITAs; Adult, Dislocated Worker and Youth work-experience, etc.
- Oversees all workforce grant programs including budgets and contracts.
- Submits financial reports for US Department of Labor, NC Department of Commerce, Appalachian Regional Commission and other grants related to workforce as directed.
- Oversees all of the finance responsibilities and requirements for the GO PLACES grant from the US Department of Labor.
- Submits plans, reports and other documents to the WISE system.
- Supports the financial monitoring process by the Division of Workforce Solutions
- Performs additional finance duties as needed by the Finance Director

LAND OF SKY REGIONAL COUNCIL BOARD OF DELEGATES

- Supports the Board of Delegates by taking minutes at the Executive Committee and Board of Delegates meetings
- Provides other support for the Board of Delegates and Executive Committee as needed.

Additional Job Duties

- Backs up other office staff.
- Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

- Knowledge of paraprofessional accounting principles and practices.
- Knowledge of laws, general statutes, rules, and regulations governing specific municipal accounting tasks.
- Knowledge of the application of information technology including specialized financial software, spreadsheets, and databases and use of peripherals.
- Ability to compile, evaluate, and reconcile a variety of accounting records and reports as well as the ability to make arithmetic computations accurately and with reasonable speed.
- Ability to perform a variety of fiscal or accounting functions and to change priorities quickly and maintain accuracy level.
- Ability to develop and maintain working relationships with a variety of people, including vendors, general public, program participants, coworkers and supervisors.
- Ability to communicate effectively in oral and written forms and be able to set priorities and to manage time effectively for self and others as appropriate.
- Ability to meet deadlines.
- Accuracy in preparing entries, reports, etc.

Organization Conformance Standards for all positions:

- Perform quality work within deadlines with or without direct supervision.
- Interact professionally and courteously with other employees, customers and partners.
- Work effectively as a team contributor on all assignments.
- Understand the necessity to efficiently and effectively interact, communicate and coordinate work efforts with other employees and organizations in an effective manner to accomplish common task.
- Function in highly stressful circumstances.
- Maintain a high level of professionalism and to conduct business in an ethical manner at all times.
- Maintain regular and punctual attendance.

Physical Requirements

- Must be able to physically perform the basic life operational functions of lifting, grasping, fingering, talking, hearing, and repetitive motions.
- Must be able to perform sedentary work exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to move objects.
- Must possess the visual acuity to prepare data and statistics, work with accounting processes, operate a computer terminal, and do extensive reading.

Desirable Education and Experience

- Graduation from a two year college with a major in accounting and considerable experience in an automated fiscal or accounting environment, preferably in the public sector; or an equivalent combination of education or experience.

Desirable Education and Experience

- Graduation from a two year college with a major in accounting and considerable experience in an automated fiscal or accounting environment, preferably in the public sector; or an equivalent combination of education or experience.

FLSA STATUS--Non-Exempt

Mountain Area Workforce Development Board and Land of Sky Regional Council are
Equal Opportunity/Affirmative Action Employers,

Auxiliary Aids are Available upon Requests for Persons with Disabilities



Position: Workforce Operations Director
Department: Mountain Area Workforce Development
Reports to: Director of Mountain Area Workforce Development Board

General Statement of Duties

Under general direction and supervision of the Director of the Mountain Area Workforce Development Board, the Workforce Operations Director performs a variety of specialized duties that involve the operations of the Mountain Area Workforce Development Board including oversight of the NCWorks System, the collection and reporting of data and the maintenance of a comprehensive department management information systems. Performs related duties as required.

Equal Opportunity Officer and Compliance Officer.

Distinguishing Features

NCWorks, FutureWorks, and Salesforce Management Information Systems

Provides training to Program Managers on the WIOA program and the NCWorks Online Management System that is utilized for participant enrollment in WIOA programs, as well as file maintenance and structure, eligibility determination and data validation regulations, policies, guidelines, and procedures. Organizes quarterly Program Manager meetings with training for all Program Managers (Youth, Adult, Dislocated worker) to discuss new procedures and analyze current information pertaining to WIOA regulations, policies, guidelines and procedures for eligibility determination, data validation, file structure and maintenance, enrollment and exiting, and performance goals and standards.

Responsible for NCWorks, FutureWorks, and Salesforce Data Management with origination and implementation of reports and collection and communication of reporting to the NC Department of Commerce.

Computer Applications and Office Support

Creates, stores, retrieves, and maintains data for the four-county local area to use in, or in preparation of, a variety of specialized local and state required reports, pertaining to the regulations, policies, and procedures of Workforce Development, WIOA, and EEO. Oversees the enrollment and exiting of participants from WIOA and its programs, analyzes data concerning performance, and prepares monthly reports for the Board. As necessary, creates documents including forms, procedures, and reports; assists other department personnel including preparation of manual and brochures; operates standard office equipment; and attends department meetings as requested. Prepares multiple reports on a regular basis for the Staff and Mountain Area Workforce Development Board.

Reviews the Local Area's written policies to ensure policies are nondiscriminatory. Develops and publishes the Local Area's procedures for processing discrimination complaints under 29 CFR Part 38, and ensures the procedures are being followed.

Communication and Program Support

Provides support to Program Managers relating to WIOA performance goals and operating standards, NCWorks Online Management System, eligibility determination, and data validation. Monitors and oversees programs for file structure maintenance, eligibility determination, and data validation requirements and procedures. Develops correspondence related to the position including letters, memos, emails and faxes; develops, organizes, and maintains training materials, and provides technical support and guidance for Program Managers; research new technologies; assists with problem solving for the Program Managers, as well as Customer Service Training and Equal Opportunity Training.

As Equal Opportunity Officer, serves as the Local Areas liaison with the Civil Rights Center, updates forms, reviews folders, monitors worksites, interviews participants and their supervisors relating to work experience and on-the-job training programs for compliance with Equal Opportunity policies, procedures, regulations, and laws. Reports directly to the appropriate official (including, but not limited to, the State WIOA Director, Governor's WIOA Liaison, Land of Sky Regional Council Executive Director) about equal opportunity matters. Undergoes training to maintain competency and oversees the development and implementation of the Local Area's Methods of Administration. Provides Equal Opportunity training for the Program Managers annually and when needed.



Duties and Responsibilities

Responsible for on-site monitoring of the Workforce Innovation Act programs, incumbent worker program, on the job training, work experience and the Career Centers in Buncombe, Henderson, Madison, and Transylvania counties. The Career Centers and Contractors will be monitored once during the program year and WIOA programs will be monitored once during the program year.

Maintain proficiency in NCWorks, FutureWorks, and Salesforce Management Information Systems for the Local Area.

Prepare written reports for WDB meetings, including statistical purposes to calculate enrollments, exits, delinquent keying, erroneous data, soft exit warnings, and any other data determined needed to monitor information keyed into the system by Contractor Staff that will impact performance measures.

Spreadsheet Tracking and reporting.

Provide information from the NC Department of Commerce required by the Workforce Director.

Perform monitoring, report recommendations and needed corrective action procedures to promote accuracy and operational efficiency.

Assists Annual Program Monitoring, Equal Opportunity Monitoring, Data Validation Monitoring, Self-Attestation Monitoring, and as requested for Finance Monitoring.

Technical Assistance provided to contractors in keying and uploading into the NCWorks System.

Analyze programmatic data for evidence of deficiencies or lack of compliance with governmental regulations.

Implements Policy and Guidelines for grants and programs.

Establish and maintain operator files and records.

Assist in training for the WIOA 20% work experience requirement.

Negotiates Federal Performance Measures with the NC Department of Commerce.

Writes and implements local policies along with assisting the NC Department of Commerce when requested.

Maintain proficiency in the NCWorks System, FutureWorks, and Salesforce System in order to determine accuracy of goals set and achieved by participants.

Attend trainings conducted by the NC Department of Commerce.

Provide WIOA and NCWorks training for newly hired contractor staff, and to all contractor staff on an as needed basis.

Provide quarterly WIOA and NCWorks training sessions to contractor staff, as well as training as needed.

Provides Salesforce training as needed.

Maintains information and approval on local providers and programs.

Maintain and issue NCWorks I.D. and passwords to contractor staff and delete from the system terminated contractor staff.

Attend all state NCWorks training sessions and attend the quarterly NCWorks Super Users Group meetings.

Maintains Employer Code implementation and reporting for NCWorks and Salesforce.

Serve as the Equal Opportunity Officer for the Local Area.

Assists State and Local Analyst as needed, as well as Regional Boards.

Serves as a member of the Youth Leads.

Oversees the Youth Committee and Work Based Learning Committee.

Maintains employer and provider information in NCWorks.

Assists employers and providers to register in NCWorks.

Oversees Business Services files for OJT, IWT, DW, Adult, Grants, employer codes.

Oversees NCWorks Career Center operations as needed.

Implements monitoring, reporting and assists certifications and reviews for Career Centers.

Writes the 4-year Local Board Plan and the annual update.

Oversees the National Dislocated Worker Grant program and is responsible for program compliance and reporting.

Oversees the American Rescue Plan Act Grant program and is responsible for program compliance and reporting.

Manages the development of the NCWorks Infrastructure Cost Sharing Agreements with NCWorks partners.

Maintains approved courses for training providers in NCWorks.

Schedules agenda and presentations for Workforce Board meetings in collaboration with the Workforce Director.

Transcribes minutes for MAWDB meetings to be approved by the Board.

Additional Job Duties

- Other related duties as directed by the WIOA Director or the Land of Sky Regional Council Executive Director.



Knowledge, Skills, and Abilities

- Knowledge of utilization and purposes of Management Information Systems; basic Windows operating system; NCWorks Online Management System; FutureWorks, and Salesforce Performance System, current versions of standard software applications (Microsoft software programs and Excel); file formats; and databases; WIOA regulations, policies, and practices in relation to eligibility and data validation requirements; Equal Opportunity laws and policies; standard clerical procedures and office operations, English grammar, punctuation, and spelling; technical writing; basic research techniques; standard types of office filing systems.
- Skills and abilities to maintain a database and management information system performing the following functions—access, store, and retrieve data, set up and maintain database files, produce a variety of reports from the database; operate standard office equipment; accurately prepare, create, edit, and design memos, reports, letters, and other documents; communicate effectively both in oral and written form; organize and prioritize work; read, interpret, and apply rules, laws, and procedures; follow instructions; research and resolve inquiries; work independently; establish and maintain cooperative working relationships with Program Managers and administrators.

Organization Conformance Standards for all positions:

- Perform quality work within deadlines with or without direct supervision.
- Interact professionally and courteously with other employees, customers and partners.
- Work effectively as a team contributor on all assignments.
- Understand the necessity to efficiently and effectively interact, communicate and coordinate work efforts with other employees and organizations in an effective manner to accomplish common task.
- Function in highly stressful circumstances.
- Maintain a high level of professionalism and to conduct business in an ethical manner at all times.

Physical Requirements

- Must be able to perform the basic life operational skills of stooping, reaching, walking, lifting, fingering, talking, hearing, and repetitive motions.
- Must be able to perform sedentary work, exerting up to 25 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push or otherwise move objects, including the human body.
- Must possess the visual acuity to prepare and analyze data and figures, accounting, to operate a computer terminal, perform visual inspections and extensive reading.

Working Conditions

- Primarily an office setting with moderate noise level. Frequent local travel with some trips requiring an overnight stay.

Desirable Education and Experience

- Graduation from a four year college or university and/or relevant experience in workforce development or a related field.

Special Requirements

- Possession of a valid NC driver's license.

FLSA STATUS

Non-Exempt

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Auxiliary Aids are Available upon Requests for Persons with Disabilities



AGENDA ITEM SUMMARY

- Item:** 3B – Workforce Career Pathways Outreach
- Nature of Item:** Action
- Attachment(s):** Workforce Career Pathways Outreach proposals
- Background:** Mountain Area Workforce Development Board has released a RFP for Career Pathways Outreach for the Construction/Skilled Trades Sector and the Tech/IT Sector. This outreach will be consistent with our Mountain Area Careers site which currently highlights our region's Advanced Manufacturing, Healthcare and Hospitality and Tourism Sectors. To learn more, you can visit MountainAreaCareers.org. We received three proposals in response to this RFP from Amplified Media Inc., Fisher Creative Marketing and JB Media Group.
- Land of Sky Regional Council Procurement policy requires the governing board's approval of this contract. The Council's approval will be contingent on approval from the NC Department of Commerce for this expenditure. We have budgeted up to \$100,000 for this project. Mountain Area Workforce Development Board currently has excess funding which we need to spend by June 30, 2023.
- Responsible Staff:** Nathan Ramsey, Executive Director
- Suggested Motion:** Motion to select Amplified Media as the contractor for this project at a total cost not to exceed \$100,000 pending approval from the NC Department of Commerce.



Career Pathways Outreach RFP Proposals

Firm Name	Proposed Cost	Prior Projects with MAWDB	Deliverables	Other Clients
Amplified Media Inc.	Project Mgmt: \$2500 Copywriting: \$3500 Video: \$25,000 Photography: \$2500 Website: \$5400 Brochure: \$2200 Postcard: \$1800 Printing: \$1500 Total: \$44,400	Mountain Area Careers	10 60-90 second videos Still Photos Website Brochure (1000) Postcards (500) Smartphone outreach	Asheville Chamber Asheville Airport Explore Asheville Explore Burnsville Biltmore Bold Rock Hard Cider GF Linamar Mountain Area WDB Sugar Hollow Solar Transylvania Co TDA UPM Raflatac Land Rover
Fisher Creative	\$42,050 (printing cost are not included in the overall proposed budget)	N/A	10 30-60 second videos 20 Final Images Website Brochure	Winner of several Charleston AMA Spark! Awards for marketing excellence in blogging, event marketing and public relations. StoryBrand Certified Guide.
JB Media Group	\$36,805 (printing not included)	Dislocated Worker Outreach During the Pandemic	10 fully produced videos 60 – 90 seconds. Up to 5 edited still images at each location. Brochures. Brand Voice. Website content.	Blue Ridge National Heritage Area Gaa Herbs Mountain Area WDB Eastern Band of Cherokee Indians Pardee Healthcare The Recycling Partnership WNC Health Network

Land of Sky Regional Council
Executive Director's Report
Respectfully submitted by Nathan Ramsey
April 26, 2023

1. Finance

- Work is underway on the FY23-24 budget
- Finance staff will participate in training conference on our finance system

2. Economic and Community Development

Kudos!

- Congratulations to the NC Apple Festival Board of Directors in Hendersonville for being recognized as a Main Street Champion by the NC Main Street Conference!

Announcements

- The Racial Disparity Analysis has been updated with current data: <https://storymaps.arcgis.com/stories/34c9390316874caeab288d332dac3b12>
- We are assisting residents sign up for discounted internet service (ACP) in Buncombe County. Please contact ian@landofsky.org for more information.

Upcoming Events

- 4/30 - Asheville Earth Day EV car show at Asheville Outlets
- 4/26 - 28 NCAMPO Conference *Transforming Transportation* in Greenville, NC
<https://www.ncampo.org/ncampo-state-conference/>
- 4/26 - *THINKING BIG, BUILDING SMALL TO RESPOND TO TODAY'S HOUSING CRISIS*, a presentation on Missing Middle Housing, as part of the Building Our City urban design speaker series. (NOTE: This is also kick-off for City of Asheville's Missing Middle Housing study.)
<https://www.eventbrite.com/e/building-our-city-ashevelles-urban-design-speaker-series-tickets-580645715967?aff=erelexpmlt>
- 5/18 - COG Day at Legislature
- 7/14 - Housing Forum – Save the Date!

Grants

Rural Transformation Grant Fund Round 3

The Rural Transformation Grant Fund provides local governments with grants and expert guidance to improve economic vitality and overcome the unique challenges many rural communities face. The fund is open to local governments in the state's Tier 1 and Tier 2 counties, as well as qualified census tracts in Tier 3 counties, you may review a [map with eligible areas here](#). The fund opened for the third round of applications on Wednesday, **March 22, 2023**.

EDA Published Public Works and Economic Adjustment Assistance Notice of Funding Opportunity

EDA has published a new Fiscal Year (FY) 2023 Public Works and Economic Adjustment Assistance (PWEAA) Notice of Funding Opportunity (NOFO). The FY23 PWEAA NOFO outlines application submission requirements and review procedures for applications received under EDA's Public Works and Economic Adjustment Assistance (EAA) programs.

Funding Opportunity: Appalachia Digital Equity Accelerator Grants

To accelerate broadband access across the region, Connect Humanity has partnered with the Appalachian Regional Commission (ARC) to work with 50 of Appalachia's least-connected communities, preparing them to build next-generation broadband networks. These communities will receive a Connect Humanity Digital Equity

Planning Grant to create a holistic plan for achieving their digital equity goals. To learn more about who can apply and how the project works read the FAQs.

New Publication from Main Street America: A Housing Guidebook for Local Leaders

The Guidebook is a practical and easily digestible report that incorporates the stories and expertise of Main Street Coordinators, local directors, and partners who have experience with housing. Click here to read more and download the report.

USDA Rural Development's Resource Guide for Rural Entrepreneurs

USDA Rural Development has a new resource out for rural entrepreneurs that is full of insights, with excellent case studies and information for rural entrepreneurs on starting and growing their business. CLICK HERE to download the guide and share with your business community.

U.S. Department of Energy's Clean Energy to Communities (C2C) Program Now Accepting Applications

The U.S. Department of Energy's Clean Energy to Communities (C2C) program is now accepting applications for its next set of peer-learning cohorts. Applicants may apply to one (or more) of three cohort topic areas: electric vehicle infrastructure planning, municipal clean energy procurement strategy, and community inclusion in clean energy planning. Applications are due Monday, May 8 and selected participants will begin their engagement in July 2023. Find additional cohort descriptions, eligibility details, and the online application on the C2C peer-learning cohorts website.

DOT Opens Port, Transit, and Other Funding Opportunities

A number of FY2023 grant programs and funding opportunities geared toward rural transportation practitioners are currently accepting applicants. These programs include modernizing port infrastructure (MARAD), training in operating commercial vehicles (FMCSA), funding buses and bus facilities (FTA), funding low-emission buses and bus facilities (FTA). Further information is available on grants for Areas of Persistent Poverty (AoPP) and the RAISE Grants. To read about these grants and how to apply, review this post on NADO's Rural Transportation site.

The AIEI Releases an Investment Playbook for Rural Areas

The Appalachian Investment Ecosystem Initiative (AIEI) released a resource playbook on investments and economic development opportunities in rural areas. The playbook focuses on Appalachia.

COGWorks: Please visit <https://www.landofsky.org/cogworks.html> for more information and registration links. Courses are added as details become available.

- May - North Carolina's Transportation Prioritization Process
- May - Housing and Accessory Dwelling Units in North Carolina
- May - Transportation Grants
- May - Information on Transportation Grants
- June - TIPs and STIPs
- July - Green Growth Toolbox, Wildlife Crossings, and Related Planning Efforts
- August - Ethics Cases of the Year
- October - Rural Road Safety

Transportation

1. MPO & RPO staff continue to work with local partners and NCDOT on project design and development.
2. Staff is assisting in TAB, STIP and CTP development and Board meetings.
3. RPO, MPO and ECD staff are assisting several communities write grants for transportation projects, including RAISE, FLAP, and the IJJA Discretionary Funds.
4. MPO and RPO staff are serving on the state's Prioritization Workgroup with other representatives from MPOs, RPOs, and NCDOT.

5. The MPO is providing funding to several special studies in the region getting ready to begin in FY 2024: The Woodfin-Weaverville Trail Connection Study and the Fletcher Cane Creek Greenway Study.
6. Haywood County adopted their Greenway Master Plan at their February 6th meeting
7. The MPO is providing funding for on-going studies at the City of Asheville, including the purchase of bicycle and pedestrian counters, the Reed Creek Greenway Extension Study, and the East Patton Avenue Corridor Study.
8. MPO & RPO staff are 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.
9. MPO & RPO staff continue to update local governments on NCDOT's financial situation and the Draft 2024-2033 STIP. A public survey is planned to be distributed by the MPO in November.
10. The MPO & RPO were awarded a Safe Streets for All Planning Grant from USDOT to cover Buncombe, Haywood, Henderson, Madison, and Transylvania counties
11. The City of Hendersonville was awarded a feasibility study grant through the NCDOT Paved Trail Study program for the Above the Mud project.
12. The City of Brevard was awarded a feasibility study grant through NCDOT Paved Trail Study Program for the Old Hendersonville Hwy Shared Use Path.
13. The MPO was awarded a feasibility study grant through the NCDOT Paved Trail Study program for a small section of the Swannanoa Greenway near Meadow Road
14. RPO staff assisted local partners in applying for NCDOT's first rural Carbon Reduction program CRP, call for projects. The Carbon Reduction program is a new formula program in the Bipartisan Infrastructure Law of 2021. RPO staff submitted three projects for local partners, totaling approximately \$1.2 million, with additional projects being developed for future calls.

Broadband

1. LOS partnered with NC DIT and the Division of Rural Health to distribute hotspots with 12 months service and digital literacy training for telehealth programs in WNC. To date 146 hotspots have been distributed to programs in three counties.
2. LOS is partnering with the Institute of Emerging Issues and Dogwood Health Trust to assist development and implement Digital Inclusion Plans in WNC with COGS across the region.
3. LOS received funding from Buncombe County to provide Wi-Fi in several Housing Authority of the City of Asheville (HACA) residential buildings. Staff received an update from the sub-consultant, Elawuit, that installation is proceeding as scheduled.
4. LOS is working with NEMAC to develop a broadband planning tool. The tool is aimed to consolidate many of the various data sources into a project planning catalyst for future broadband projects in the region.
5. LOS staff worked to set up public WIFI in the Broad River area of Buncombe County. Staff partnered with fire department and Skyrunner to implement this project.
6. LOS staff supported providers in the region with GREAT grant assistance leading to 21 applications across the region. To date award announcements in Madison, Transylvania, Buncombe, and Henderson have been made. We are hopeful to gain additional awards in the coming weeks. If your community wants to start working on CAB, please get in touch with Sara Nichols.

Community Development/Water, Sewer, Stormwater Infrastructure

1. Submitted a GoldenLEAF grant for Brevard for Times Arcade Alley stormwater drainage improvements, and developing a second application for a stormwater masterplan update.
2. Developing a riparian area management plan with Hendersonville.
3. Supported a community rain garden workshop in Black Mountain at Lake Tomahawk Park. Also, put the TOBM Public Works bioretention project out to bid, and updating the Upper Swannanoa Rivery Watershed Restoration Plan.

4. Updating the WNC Stormwater Partnership website and working with partners on a regional stormwater-focused public education media campaign.
5. Completed the stormwater infrastructure inventory for Weaverville, and started working on concept designs for green infrastructure improvements in the Nature Park and at the Community Center.
6. Completed the environmental review for the ARC-funded water/sewer extension in Mars Hill.

Housing

1. Staff submitted two pre-applications to Dogwood Health Trust for housing programs. One was invited for a full application, and one was deferred to the next round.
2. Staff continues to lead the 15-county Housing Asset Inventory project and has begun reaching out to Local Governments and Housing nonprofit providers to gather information. The project is a multi-COG effort funded through the Appalachian Regional Commission and the Dogwood Health Trust.
3. LOSRC was awarded a grant from Cares at the UNC-CH School of Social Work in partnership with North Carolina Money Follows the Person (MFP), for the initiative titled Building Capacity for Home and Community Based Services through Collective Impact. The project is called Remain at Home - Accessibility Assessment Program, in partnership with the Institute for Preventative Care and Advocacy, Mountain Area Health Education Center, RL Mace Universal Design Institute.
4. Staff is researching best-practices in consideration of formation of a regional housing trust fund.
5. Staff is continuing to book speakers and a venue for an all-day LOSRC Housing Forum - July 14, 2023
6. Staff is updating the Housing page on the website.

Economic Development/Workforce

1. Staff are working with several jurisdictions to develop and submit applications for economic development projects.
2. Staff is developing an ARISE application for the WNC Innovation Park in collaboration with Upstate South Carolina's Appalachian COG and Southwestern Commission.
3. Staff submitted the I26 Interchange/Access Road application to EDA to request \$2 million in funding on behalf of NCDOT. Staff assisted NCDOT receive \$2.5 million from ARC's Access Road fund.
4. The Creative Manufacturing Sector Development plan is final! Please contact us for a copy of the plan.
5. The reports for the Regional Economic Collaboration and Analysis led by the Region's Chambers of Commerce and business sector are complete:
 - a. Regional Resiliency and Strategic Plan Alignment Presentation
 - b. Regional Resiliency and Strategic Plan Alignment Report
 - c. Labor Shed and Target Industry Analysis
6. 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.
7. The TDM Coordinator is working with Workforce, Inspire, and employers to develop a vanpool for under-resourced individuals to access job sites.
8. 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.

Resilience/Hazard Mitigation

1. Supported Pew Charitable Trust in the organization of the WNC Resilience Symposium and presented LOS Regional Resilience Program to community and state representatives.
2. Completed an introductory webinar tutorial for AccelAdapt, and testing new tool features. Also organizing a summer AccelAdapt User Group meeting.

3. Continuing to develop the DPR9 THIRA/SPR with Buncombe County.

Clean Cities/Clean Vehicles

1. 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. During the second round of funding, all of the applications that LOS staff assisted with under the Level 2 Public Access Program were funded. Staff also assisted with applications for the DC Fast Chargers and Level 2 Multi-Unit Dwelling programs. 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
2. LOS received CMAQ funding to continue support of air quality outreach initiatives in WNC.
3. Staff supported applications for the EPA school bus rebate for Buncombe and Madison County Schools.
4. Staff are partnering with the Blue Ridge Electric Vehicle Club to host an electric vehicle car shows on April 22nd in Hendersonville, and April 30th in Asheville.
5. Staff are working on developing a EV planning map for the region.
6. Staff are working on their annual clean cities report for the region. This report quantifies the grant funding, public engagement, and greenhouse gas emission reductions in the region for 2022. Please contact Sara Nichols (sara@landofsky.org) and Ian Baillie (ian@landofsky.org) if your municipality or organization use an alternative fuel vehicle or equipment, replaced any diesel vehicle or equipment, implemented any idle reduction technology, and/or have a work from home policy.

Waste Reduction Partners

1. WRP staff is assisting Buncombe County Schools to submit a full application for a \$3.8 million grant through the US Department of Energy Renew Americal School program to upgrade HVAC systems at 4 elementary schools. (Initial Concept Paper was approved February.)
2. WRP staff is assisting Tri-Hishtil an industrial greenhouse in Mills River with energy use analysis to support Duke Energy's incentive programs.
3. WRP staff performed a "greening assessment" for Wicked Weed Brewing's Brewpub in support of two state environmental recognition programs.
4. WRP staff complete energy assessment report for Congregation Beth Ha Tephila in Asheville.
5. WRP engineers complete an energy assessment for White Labs in Asheville.

Planning Services

1. Staff continue to work with area communities providing land use planning and zoning assistance. Towns include Hot Springs, Mars Hill, Marshall, Montreat, Woodfin, Flat Rock, Maggie Valley, Montreat, Clyde, Canton, and Andrews. Note that we are partnering with Southwestern Commission, Region A staff to assist with communities in their region as well.
2. Staff will begin working with Rosman on a Parks and Recreation Plan and Pedestrian Bridge to connect their school with the town park and downtown.
3. Staff are assisting Madison County identify Parks and Recreation priorities with their P&R Board.

Grants & Project Development

1. 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>
2. 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.

3. 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.

4. The NCGS 160D requires all Comprehensive Plans be updated to meet the new guidelines by July 1, 2022. (i.e. Municipalities and Counties must have a “reasonably-maintained” [updated within last 5-10 years] Comprehensive Plan in effect in order to legally continue having local zoning/development regulations. At minimum, a reasonably updated Land Use Plan must be in place by July 1, 2022 as a rational nexus to zoning/development regulations. (see Town of Canton’s phased-approach, Phase 1: Land Use Plan by July 1, 2022; Phase 2: Other Comprehensive Plan elements to be included after July 1, 2022)

Please contact erica@landofsky.org if you have questions or would like assistance updating your plans.

3. Aging

American Rescue Plan Act (ARPA)

- Administrative Letter 22-09 gave Aging Specialists guidance on the monitoring of ARPA funding. The letter states that if the new ARPA programs were implemented prior to January 1, 2023 then monitoring should occur in the current fiscal year. If services were rendered after January 1, 2023 then a monitoring can occur in the first quarter of FY2024.
- The Aging Specialist is developing a plan to ensure that this Administrative Letter guidance is implemented in the current fiscal year and plans to send out self assessment monitoring documents to providers within the coming weeks.

Family Caregiver Support Program

- Staff helped facilitate in-person caregivers and care receiver support groups in Hendersonville. There were 3 caregivers and 2 care receivers who participated in 1 meeting.
- Staff continue to offer \$500 Respite Vouchers to family caregivers in Transylvania County. So far there are 13 caregivers who have received a total of \$12,000 in vouchers.
- Staff are working with AARP, MountainCare, and others on developing a presentation to give to employers on how they can assist their employees who are caregivers.
- Staff are working with Care Yaya, a program that helps family caregivers hire college students for help with respite, to bring the program to our region.
- Staff completed certification training to lead Matter of Balance classes in our region.

Foster Grandparent Program

- Beginning April 1, the volunteer stipend was raised to \$4.00 an hour.
- Number of active volunteers: 32 volunteers are working one-on-one with children ages infant to 8 years old.
- Number of volunteers waiting on paperwork, placement, etc.: 1 new volunteer is currently completing orientation and will begin service following; 4 volunteers are waiting for their school to reopen to volunteers so that they can return to service.
- Number of active stations (schools, day cares, etc.): 11
- Number of stations waiting to sign MOU, volunteer placement, etc.: 1 of childcare centers have not yet allowed volunteers to return to service.
- Recruitment efforts (press releases, presentations, etc.): Volunteer recruitment efforts are beginning now that the majority of Foster Grandparent Program (FGP) stations have reopened. Recruitment efforts include: 1) a recruitment bonus offered for FGP volunteers that refer someone and 2) staff

running weekly PSAs and ads in local media and 3) updating and printing promotional materials for recruitment.

- In-service/training update: On April 18, Foster Grandparent volunteers attended in-person in-service training at Land of Sky Regional Council. WNC Falls Prevention Coalition presented on Fall Prevention. Volunteers were also honored for National Volunteer week. Upcoming in-services topics will be as follows:
- Beginning April 20, ten Foster Grandparent volunteers will participate in the Circle of Security Parenting Training program, an 8 week training held for 1.5 hours each week for 8 weeks. This training program helps improve the developmental pathway of children through their parents and helps strengthen a caregivers' abilities to observe and improve their caregiving skills as well as discover new ways to help children connect, restore and grow.

Health Promotion and Disease Prevention

- Staff delivered *A Matter of Balance* coach training classes at Land of Sky, successfully certifying 12 individuals for program delivery in the region.
- The end of March and early April saw the start of multiple in-person health programs including three *A Matter of Balance* classes, at Deerfield Retirement Community, Asheville Community Yoga, and St Barnabas Catholic Church. Walk with Ease Class continues at Givens Gerber Park in partnership with Western Carolina University, and Tai Chi for Arthritis and Falls began at the Linwood Crump Shiloh Community Center. Additionally, staff continue to facilitate Tai Chi monthly Tai Chi drop-in sessions for participants.
- Staff completed Living Healthy with Chronic Conditions training and will deliver a program at the Mars Hill Library in May.
- Staff is working with Buncombe County Council on Aging to maximize volunteer resources for health program delivery.
- Staff facilitated a Tai Chi Lunch and Learn for Blue Ridge Pride/Generations Plus.
- Staff presented an educational program at the Quarterly meeting of The WNC Fall Prevention Coalition.
- Staff is serving on the Buncombe County CARE Planning team for the Older Americans Month Celebration event for professionals in Buncombe County.
- Staff is facilitating CPR/First Aid/AED Training for Asheville Terrace Community Health Workers, volunteers, and resident support.
- Staff continues planning for May Older Americans Month "Aging Unbound" Spring event for Asheville Terrace Residents on May 25.
- Staff and Asheville Terrace Community Health Workers continue to partner with MANNA, Trader Joe's, and the Osher Lifelong Learning Institute (OLLI) volunteers to bring nutrition to residents. In January, 85 bags of groceries were distributed to residents. Additionally, 589 "Neighbor Knock" visits were conducted in March.

Home and Community Care Block Grant: March 2023 Report of Services Provided

- Adult Day Care/Health Days = 2,240
- Meals – delivered/congregate = 149,020
- In-home Aide hours = 11,592
- Legal Services hours = 1,364
- Transportation trips = 33,764
- Home Improvement Projects = 56

Money Follows the Person (MFP) Community Inclusion (serves 37 Western Counties):

- Staff completed in-person skilled nursing facilities providing training and materials as needed. Counties completed include Alexander, Alleghany, Ashe, Gaston, Madison, Polk, Henderson, Transylvania, Wilkes, Rutherford.
- Webinar training for Money Follows the Person completed with 48 attendees including Skilled Nursing social workers and Long-Term Care Medicaid social workers from 6 county DSS offices.
- Staff participated in the 2023 World Elder Abuse Awareness Day Walk planning meeting.
- Staff hosted the monthly Professional Social Workers in Long-term Care organization (PSWLTC) meeting.
- Staff participated in the 2023 Pisgah Legal Community Input Forum providing feedback and relaying information from LOSRC.
- Staff provided education on Area on Aging programs to attendees at the NC Baptist Aging Ministry Conference.

Money Follows the Person Transition Coordinator: Central counties: Forsyth, Davidson, Surry, Davie, Stokes, Yadkin.

- The central region has a caseload of 13; 2 of whom are in the follow along stage, having transitioned in the past month.
- Two more are preparing to transition at the end of April, beginning of May. It has been quite a journey for both of them. One client only was able to secure housing because of a truly patient and kind landlord who held the apartment for her as we waited for section 8's approval of the apartment.
- One client struggles to return home because there is not a facility capable of handling his medical needs closer to his home, and his income is over the Medicaid limit. Fortunately, the PACE program, which offers a better payment arrangement for income over the Medicaid limit, does operate in his home area, but we have to determine how to figure out transportation in an ambulance for enrollment assessments.
- Two clients have been unable to secure housing because they are still attempting to ascertain personal identification documents.
- Unfortunately, two clients have had to withdraw from the program due to not having enough informal supports available to assist.
- Several other continue to be on waiting lists for targeted housing but without financial assistance will not be able to secure housing.
- Staff visited clients for a second time in early April. Some are doing very well, as the MFP program has given them hope that they might leave the facility, which has bolstered their efforts in their treatment plans. Others struggle with the previously mentioned obstacles.

Money Follows the Person Transition Coordinator: Western counties: Buncombe, Henderson, Transylvania, Polk, Madison, McDowell, Rutherford, Mitchell, Yancey

- The western region has a caseload of 12.
- One person transitioned 3/30/23.
- Currently, 10 clients are waiting for housing, and some have been on the caseload for at least one year waiting for affordable, safe housing.
- One client has secured housing through the Targeting Housing Program and will transition 5/2023.

Ombudsman Program

- Ombudsmen are working with LOSRC volunteer Dr. Jim Meyer on Excel in order to streamline the paperwork process. This will allow the Ombudsmen to keep track of both facility visits and the Community Advisory Committee visits.

- Ombudsman joined the CARE Planning Committee which is creating an event for Older Americans Month.
- Ombudsman is Co-Chair for the World Elder Abuse Awareness Day Committee.
- Ombudsmen celebrated Volunteer Appreciation Week by highlighting Community Advisory Committee (CAC) members on Facebook. Gifts were also bought for the CAC members.

Outreach and Assistance

- Staff highlighted National Volunteer Month with multiple Facebook posts highlighting each program and thanking volunteers.
- Staff continued to work on regular communication through Facebook post and WNC Aging Newsletter.
- Staff attended a Health Fair at Mars Hill University and continues to look for other outreach and tabling events for the AAA.
- Staff have assisted with phone calls and emails asking for help with things like housing, tax help, and other aging resources.
- Staff prepares for Older Americans Month which is May. This includes activities and events around Older Americans Month.

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

- Since July 1 staff has distributed \$42,854 budgeted by the State for its fifteen-county western Project C.A.R.E. region. Fifty-four family caregivers who care for a family member with a dementia diagnosis received these funds for respite care services and 91% of the funds have been utilized.
- Of the fifty-four caregivers receiving State respite funds, twenty-four are in the Land of Sky region (12 in Buncombe, 6 in Henderson, 3 in Madison and 3 in Transylvania).
- A secondary source of respite care funds for Land of Sky region dementia caregivers is available this year because of The American Rescue Plan Act. Project C.A.R.E. staff has a budget of \$26,000 for this purpose this fiscal year (and next), all of which save for \$2,000 has been distributed among thirty caregivers. The balance will be distributed soon.
- Project C.A.R.E. staff and Family Caregiver Support Program staff are partnering with Care Yaya <https://www.careyaya.org/> to expand its services to Buncombe County. Care Yaya is an online caregiver registry that matches university students who are pursuing health care-related careers with families who have elder care needs. Students earn money and credits and valuable experience while families receive a high level of care for their loved ones at a reasonable rate while supporting the doctors and nurses of tomorrow.

Senior Companion Program: AmeriCorps Seniors has raised the stipend rate, as of April 1, 2023, to \$4.00 an hour. The program received American Rescue Plan monies to support mileage reimbursement for volunteers who transport their clients. Volunteers will receive \$0.58 per mile.

- There are currently 58 volunteers: 3 are on hold due to medical issues.
- Four new volunteers will be in place by May 15, 2023.
- The programs received approval for a temporary project manager to overhaul the referral process for the Senior Companion Program. This position will end June 30, 2023.
- In-service meetings for March, April, May and July is a deep focus on dementia with Cindy Keehn teaching best practices, signs and understanding about dementia.

4. Administration

- Nathan has been out of work for nine days for the two-week period from Monday, March 27 to Friday, April 7 due to pneumonia, including a few days in the hospital. Staff did an outstanding job keeping everything moving forward during his absence
- Mandatory staff strategic planning meeting was held on March 30
- Monthly staff meeting held on April 19
- Several staff attended the Asheville Area Chamber of Commerce Spring Legislative Update
- Nathan and Erica attended the WNC meeting of the NC Economic Developers Association (NCEDA)
- Many WNC House members signed a letter of support for \$2.5 million in funding to the Asheville Regional Airport to establish the airport as the port-of-entry to house US Customs and Border Protection (CBP) staff. This will allow more counties in WNC to be served by a Foreign Trade Zone (FTZ) and will support the airport so they can clear flights originating outside of the United States
- We are working closely with Southwestern Commission to support 1,100 Evergreen workers, Town of Canton, Haywood County and our region in response to the notice of closure
- LOSRC office will host Congressman Chuck Edwards staff meeting on July 21
- Nathan attended the P-20 Council meeting at Blue Ridge Community College
- Nathan is scheduled to make a presentation on behalf of LOSRC to the Buncombe County Board of Commissioners on May 16
- Planning is underway for the French Broad River tour

5. Workforce

- Region's unemployment rate of 3.1% for January 2023 was released by NC Department of Commerce on Friday, March 17. Asheville metro continues to have the #1 lowest unemployment rate in NC, tied this month with the Raleigh metro. 2,834 more people are employed in our region compared to January 2022. All counties in our region have an unemployment rate lower than NC at 3.8%.
- Staff are responding to the notice of the closure of Evergreen Packaging in Haywood County. We are working closely in partnership with the Southwestern WDB and the NC Department of Commerce to support rapid response activities. MAWDB submitted a \$500,000 grant request to the NC Department of Commerce for funding to support Evergreen workers.
- WNC Career Expo in partnership with the Asheville Chamber of Commerce was held March 23 at the WNC Ag Center in Fletcher. Over 750 job seekers attended, including many Evergreen workers. This turnout was the highest number of job seekers to attend a hiring event in WNC since 2019. Employers indicated they were satisfied with the number and quality of the candidates. Prior to the job fair we hosted high school students from Asheville City, Henderson County, Madison County, Polk County and Transylvania County Schools for career exploration with over 120 employers. The board has increased our funding support to expand outreach in light of the impending Evergreen closure.
- WNC Construction Career Day was held on March 28 and 29 in Haywood County at the Smoky Mountain Event Center. Over 20 school systems will be participated with almost 800 students. Vannoy Construction was our presenting sponsor. We have raised about \$30,000 in private funding to support this event.
- Mountain Area WDB board member Steve Newman with ERC Broadband made a presentation at the Southeast Employment and Training Association (SETA) in Memphis TN to share our region's IT career pathways and our partnership with Guided Compass.
- Our region's IT career pathway will be endorsed by the NCWorks Commission at their May 10 meeting.
- We are working to implement grant awards for small business training, re-entry, and substance use recovery
- Dr. Wendy Mason, former Assistant Superintendent of Henderson County Schools has joined the MAWDB as a part-time staff.

- NC Department of Commerce recently notified MAWDB that our process for supporting on-the-job-training (OJT) contracts is not consistent with federal law and the board will be required to release a has released a RFP for an OJT provider.
- MAWDB is in the process of competitively procuring outreach services for the Construction/Skilled Trades and Tech/IT sectors. This outreach will promote career awareness of the career opportunities available in these sectors and this outreach will be integrated into Mountain Area Careers at mountainareacareers.org. This procurement is contingent on approval by the NC Department of Commerce and the Land of Sky Regional Council Executive Committee.
- P-20 Council submitted a NCWorks Innovation Grant application in partnership with AB Tech and Buncombe County Early College.

6. Strategic Initiatives

- **Mountain Mobility** – Mountain Mobility has experienced its largest ridership totals since February of 2020, meaning March had the largest total of trips since prior to the beginning of the COVID-19 pandemic. Trips totaled 9,976 for the month. March also brought the highest number of riders of our Enka-Candler Trailblazer service with 1,357. This was the highest month in FY23. RIDE, our taxi-voucher program, sold 2050 vouchers in Q3, which is the highest quarter YTD. The 2050 vouchers translates to \$20,500 in cab fares paid to local providers.
- **Healthy Opportunities** – Healthy Opportunities has seen a large increase in referrals since Land of Sky began accepting referrals for car repair services. Under our contract, we can provide payment for members who need car repair services by working with a local mechanic/repair shop. We received more than 10 referrals for car repair services in March.
- **INspire** – Our Certified Peer Support Specialists (CPSS) have worked with 36 new participants – 28 participants in Substance Use Disorder treatment and 8 in Reentry. Additionally, our CPSS have secured housing for 23 people in sober living, paying a total of \$11,080 in housing fees in March. We also provided 19 pairs of work shoes/boots totaling \$1964.87. INspire also has several success stories to share: Nathan Colczak, once a client of INspire, completed his CPSS training and is now employed by the RHA Peer Living Room. He is also a house manager at one of our sober living partners. We are extremely proud of Nathan moving from participant to referral partner! Amanda Layton, one of our CPSS, has also been successful working with clients to have driver's licenses reinstated and fines dropped for participants. Another success story – Andrew Bennett, had his license reinstated and is now employed with Biltmore Estate!
- **Accelerate Buncombe** – Halston Fisher, AB Coordinator, continues to work with 15 clients, supporting them with education and skills training and work readiness.
- **NEMT** - For February 2023 (March 2023 data isn't available yet) Active cases 1248, Clients Utilized Services 677, Total Number of Trips 5341