



## **Executive Committee**

### **Minutes**

Wednesday, February 2, 2022  
Hybrid Attendance (In Person and ZOOM)

**Members Present:**

Councilwoman Marikay Abuzuaiter, City of Greensboro (Z)  
Commissioner Kevin Austin, Yadkin County (Z)  
Alderwoman Renee Bryant, City of Randleman (Z)  
Council Member Jane Cole, City of King (Z)  
Commissioner Carly Cooke, Guilford County (Z)  
Mayor Rick Cross, Town of Bermuda Run (Z)  
Mayor Pro Tem Monta Davis-Oliver, Town of Yadkinville (Z)  
Commissioner Fleming El-Amin, Forsyth County (Z)  
Mayor Alvin Foster, Town of Yanceyville  
Chairman Darrell Frye, Randolph County (Z)  
Councilman Victor Jones, City of High Point (Z)  
Council Member Dwight Lake, Town of Mayodan (Z)  
Councilman John Larson, City of Winston-Salem (Z)  
Councilwoman Peggy Leight, Town of Walkertown (Z)  
Alderwoman Yvonne Maizland, Town of Gibsonville (Z)  
Commissioner Rick Morris, Stokes County (Z)  
Commissioner Scott Needham, Town of Pilot Mountain (Z)  
Commissioner Damon Prince, Town of Troy (Z)  
Commissioner Mark Richardson, Rockingham County  
Commissioner Don Truell, Davidson County (Z)  
Commissioner Van Tucker, Surry County (Z)  
Commissioner Craig Turner, Alamance County (Z)  
Mayor Larry Ward, Town of Denton (Z)  
*(Z) Denotes attendance via ZOOM*

**Members Absent:**

Council Member Jim Butler, City of Burlington  
Commissioner Nathaniel Hall, Caswell County  
Commissioner Terry Renegar, Davie County  
Commissioner Dottie Robinson, Montgomery County  
Mayor Emily Sharpe, Town of Elon

**Chairman Alvin Foster welcomed the PTRC Executive Committee and called the meeting to order at 12:01 p.m. The meeting was held virtually via Zoom in addition to in person attendance. Mr. Foster requested a moment of silence and then led the Executive Committee in the Pledge of Allegiance. Mr. Foster welcomed the new Executive Committee members: Emily Sharpe, Town of Elon (Alamance Municipalities); Yvonne Maizland, Town of Gibsonville (Guilford Municipalities); Dwight Lake, Town of Mayodan (Rockingham municipalities); Jane Cole, City of King (Stokes Municipalities).**

**1) Action Item: Request for approval of the December 1, 2021 PTRC Executive Committee minutes, Mr. Alvin Foster, Chair**

**2) Action Item: Request authorization to revise the State Fiscal Year 2022 Aging Funding Plan and continue contracts with the North Carolina Division of Aging and Adult Services, county governments, and funded partners for the grant period July 1, 2021 – June 30, 2022, Ms. Adrienne Calhoun, Area Agency on Aging Director**

- a) The 2021-2023 state biennial budget includes a \$4 million increase this current fiscal year and \$6.4 million recurring increase for next fiscal year in state funds for the Home and Community Care Block Grant. This request includes the \$4 million increase. PTRC Region G will receive a \$693,032 increase. Since these funds are coming after the usual county planning and budget processes and local entities may not have the resources budgeted to meet the 10% match requirement, NC Division of Aging and Adult Services will code HCCBG payments for the remainder of the state fiscal year and prioritize using these state funds. This will allow the state to offset Title IIIB and IIIC federal funds to carryover to next year to increase service levels provided.
- b) The Home and Community Care Block Grant funds are administered by the PTRC AAA and are allocated to our 12 counties based on the North Carolina Intrastate Funding Formula (IFF). The formula, which is shown below, is weighted based on population with each county receiving a base of \$60,000. Funded Partners for HCCBG are recommended by County Planning Committees and contracts are with PTRC AAA and each county. A 10% local match, cash or in-kind, is required. HCCBG is adjusted based on population changes across the state.
- c) The following chart indicates Home and Community Care Block Grant funds increase for State Fiscal Year 2022 to our 12 counties

<b>County</b>	<b>Current SFY 2022 HCCBG Allocation</b>	<b>Increase (Cut)</b>	<b>Final SFY 2022 HCCBG Allocation</b>
<b>Alamance</b>	<b>951,221</b>	<b>66,001</b>	<b>1,017,222</b>
<b>Caswell</b>	<b>260,679</b>	<b>15,406</b>	<b>276,085</b>
<b>Davidson</b>	<b>1,006,460</b>	<b>70,036</b>	<b>1,076,496</b>
<b>Davie</b>	<b>311,865</b>	<b>19,502</b>	<b>331,367</b>

<b>Forsyth</b>	<b>1,903,347</b>	<b>132,257</b>	<b>2,035,604</b>
<b>Guilford</b>	<b>2,740,756</b>	<b>192,172</b>	<b>2,932,928</b>
<b>Montgomery</b>	<b>264,419</b>	<b>15,129</b>	<b>279,548</b>
<b>Randolph</b>	<b>838,742</b>	<b>58,511</b>	<b>897,253</b>
<b>Rockingham</b>	<b>663,128</b>	<b>47,964</b>	<b>711,092</b>
<b>Stokes</b>	<b>349,984</b>	<b>23,173</b>	<b>373,157</b>
<b>Surry</b>	<b>556,376</b>	<b>35,575</b>	<b>591,951</b>
<b>Yadkin</b>	<b>276,578</b>	<b>17,308</b>	<b>293,886</b>
<b>Total HCCBG</b>	<b>\$10,123,557</b>	<b>\$693,032</b>	<b>\$10,816,587</b>

- d) Request for authorization to revise the State Fiscal Year 2022 Aging Funding Plan and continue contracts with the North Carolina Division of Aging and Adult Services, county governments, and funded partners for the grant period July 1, 2021 – June 30, 2022.

**3) Action Item: Authorization for Submitting RFP for NCDEQ High Rock Lake and Jordan Lake Rulemaking Process, Ms. Grace Messinger, Water Resources Planner**

- a) The Regional Planning Department would like to respond to and if awarded receive a contract to assist the North Carolina Department of Environmental Quality Division of Water Resources in facilitating the rulemaking process for the Jordan and High Rock Lake rulemaking process. The anticipated schedule of work would be from March 2022–September 2023. Using a consensus building process, PTRC, would partner with neighboring COGs, associations and/or non-profits to help develop fair and reasonable strategies to protect and improve water quality in the 2 watersheds. The deliverables over 18 months would be 11 sets of meetings, a combination of virtual and in-person, will be hosted for each target watershed with a final report of the process and rule recommendations being drafted and submitted to NCDWR. The following gives an overview of the grant request:
- b) Project Name/Location (ID County/Area): Jordan and High Rock Lakes Nutrient Rules Public Process Facilitation; High Rock Lake watershed (includes Forsyth, Davie, Davidson, Randolph, Montgomery, Surry, Yadkin, Wilkes, Iredell, Rowan); Jordan Lake Watershed (Guilford, Rockingham, Alamance, Caswell, Orange, Chatham, Durham, Wake)

- c) Grant Name/Funding Source: NC Dept. of Environmental Quality, Division of Water Resources, Nonpoint Source Planning Unit 319 (h) funds
- d) Grant/Funding Submission Deadline: 2/3/22
- e) Grant Amount Requesting: up to \$200,000, with some sub-contracting.
- f) Match/In-kind Value: No match or in-kind required since special project, however it makes application more favorable if have in-kind/match to add value to public process
- g) Estimated Timeframe/Length of Grant/Project: 18 months; March 2022 to September 2023
- h) Partner/Collaboration/Group: High County COG, Centralina COG, Western Piedmont COG, Piedmont Conservation Council or TJCOG
- i) Mr. Mark Richardson noted a mistake in the memo. The requested amount is \$200,000.
- j) A discussion was had regarding the process and rules. Ms. Messinger stated that PTRC's role is making sure we are giving an opportunity for local governments within the watershed to have open conversations about the rule making process. We will make any concerns known to DEQ.
- k) The Planning Department request that the Executive Committee authorize application and funding to support the rulemaking process up to \$200,000 to cover the time and effort to pull together partners across two watersheds, facilitate input, participate in meetings with NCDEQ and produce a final report and associated meeting and marketing materials throughout the process.

**4) Action Item: Request Authorization for Receiving Funding from NC Land and Water Fund, Ms. Grace Messinger, Water Resources Planner**

- a) The Regional Planning Department requests authorization to receive administrative and project management funds from the Land and Water Fund to improve water quality in Yadkin County, and Guilford County. There are 3 different grant applications of which the PTRC participated in writing the grant and supporting the applications to the North Carolina Land and Water Fund, which was due February 1, 2022. We expect to hear on a funding decision in September 2022. The following are the 3 proposed projects:
  - i) Stormwater/Floodplain Planning in High Point. Lead: PTRC; Partners -Southwest Renewal Foundation, Guilford County, City of High Point
  - ii) Southwest Richland Creek Enhancement & Stabilization; Lead: PTRC; Partners - Guilford County, City of High Point, Southwest Renewal Foundation
  - iii) Stream Stabilization along Sandyberry and Fall Creek; Lead: Town of Jonesville
- b) Grant Amount Requesting/Matching:

Project #	Proposed Timeline	Grant Amount	Match Amt/In-kind Value	Match Sources/Partners
1.	18 months	\$65,000 / \$6,500 Admin to PTRC	~\$26,000	SWRF property value; in-kind from City of High Point (partners/collaborators)

2.	36 months	\$750,000 / \$75,000 Admin to PTRC	\$290,000	SWRF cash, property values/easements
3.	36 months	\$525,000 / \$40,000 for Project Management	~\$290,000	Town of Jonesville, property value/easements

c) Description of Proposed Project:

- i) Planning project: goal would be to investigate opportunities for best use of the land (7.29 acres) in regards to enhancement/restoration of degraded waters (Richland Creek) coupled with a location to showcase innovative stormwater treatment/practice options along with environmental education and stewardship. Opportunities to work with neighboring properties to have additional options in working along the Richland Creek corridor in this area. Partner with Southwest Renewal Foundation and City of High Point.
  - ii) SWHP Richland Creek Enhancement & Stabilization: goal would be to ecological enhance and stabilize portions of the Richland Creek through the applications of invasive removal/treatments and establishment of native riparian buffer/plantings. Areas proposed for stream stabilization would include reconnection to floodplain through bio-engineering practices. Practices would enhance corridor and address water quality impairments through reduction of soil and erosion. Educational opportunities would be established along the corridor, which is the future Southwest Heritage Greenway corridor. Partner with Southwest Renewal Foundation, City of High Point
  - iii) Town of Jonesville Stream Stabilization along Sandyberry and Fall Creek: goal would be to reduce excess sediment from entering waterways thus adding to the water quality impairments of the Yadkin River in this corridor. Streambank stabilization techniques would be designed, permitted and constructed along 2513 linear feet using natural stream channel design techniques. This would help to stabilize and protect the existing Jonesville Greenway.
- d) The PTRC Planning Department requests that the Executive Committee authorize staff to apply for the funds and receive \$121,500 in administrative and project management funds from the projects listed above. The above totals \$1,340,000 in funding, of which \$815,000 would be potentially granted directly to PTRC.

**5) Action Item: Request for authorization to enter into contract with the W.D. Mohammed Islamic Center d.b.a New Africa Business and Cultural Center in the amount of \$150,000 for contract period February 1, 2022 – September 30, 2024 , Ms. Adrienne Calhoun, Aging Director, Area Agency on Aging**

- a) ARPA funds provide a unique opportunity to consider needs and service delivery that have the potential to respond to unmet needs of older adults and family caregivers.

The PTRC AAA is taking a regional approach in distributing these funds–based on the priorities established by the North Carolina Division of Aging and Adult Services.

- b) PTRC AAA made ARPA East Greensboro Congregate Nutrition Site Mini Grant available to serve individuals age 60 years of age or older in East Greensboro. This past fall, the PTRC AAA was approached by two separate organizations about the need for a Congregate Nutrition site in the 27405 zip code area of East Greensboro. Data furnished by the PTRFC Regional Food SYSTEM Assessment (Learn-Build-Eat) demonstrated that this is an underserved area with high food insecurity.
- c) Priority consideration was given to proposals that address the needs of older adults who are underserved, underrepresented, and/or part of a rural population or a food desert. Income is not used in determining eligibility.
- d) One mini grant will be awarded to an agency that can operate a Congregate Nutrition Site in East Greensboro. Two applicants applied. The award will be made to the W.D. Mohammed Islamic Center d.b.a New Africa Business and Cultural Center. The center is prepared to lend a helping hand, expand community services and provide for the most vulnerable and often forgotten older adults. The center will provide fresh and nutritious meals and assess participation through monthly questionnaires and quarterly community wellness programs with evaluation.
- e) Ms. Marikay Abuzuaiter added that she has been to this facility and it is conducive to assisting in the area and this will be a great partnership. Mr. Fleming El-Amin echoed the sentiment.
- f) Request for authorization to enter into contract with the W.D. Mohammed Islamic Center d.b.a New Africa Business and Cultural Center in the amount of \$150,000 for contract period February 1, 2022 – September 30, 2024.

**6) Action Item: Request authorization to enter into contract with four funded partners for ARPA Nutrition Services–Grocery Bags and Produce Bags Mini Grants for the grant period February 1, 2022 – September 30, 2024 in the amount of \$30,000 each, Ms. Adrienne Calhoun, Director, Area Agency on Aging**

- a) ARPA funds provide a unique opportunity to consider needs and service delivery that have the potential to respond to unmet needs of older adults and family caregivers. The PTRC AAA is taking a regional approach in distributing these funds–based on the priorities established by the North Carolina Division of Aging and Adult Services.
- b) PTRC AAA made ARPA Nutrition Services Grocery Bags and Produce Bags Mini Grants available to serve individuals age 60 years of age or older. Priority consideration was given to proposals that address the needs of older adults who are underserved, underrepresented, and/or part of a rural population or a food desert. Income is not used in determining eligibility.
- c) Four mini grants will be awarded to purchase can food items, fresh fruits and vegetables provided either through local farmers markets or grocery stores. Funds will

also provide for personal protective equipment and packaging supplies. Awards are made to the following:

i) <u>County</u>	<u>Provider Agency</u>	<u>Grant Amount</u>
ii) Davidson	Davidson County Senior Services	\$30,000
iii) Guilford	Guilford Adult Health, Inc.	\$30,000
iv) Forsyth	Hospice & Palliative Care Center d/b/a Trellis Supportive Care	\$30,000
v) Stokes	Stokes County Senior Services	\$30,000

- d) Request for authorization to enter into contract with four funded partners for ARPA Nutrition Services–Grocery Bags and Produce Bags Mini Grants for the grant period February 1, 2022 – September 30, 2024 in the amount of \$30,000 each.

**7) Action Item: Request authorization to enter into contract with two funded partners for ARPA Home Delivered Meals Delivery Drivers for Rural Routes Mini Grants for the grant period February 1, 2022 – September 30, 2024, Ms. Adrienne Calhoun, Director, Area Agency on Aging**

- a) ARPA funds provide a unique opportunity to consider needs and service delivery that have the potential to respond to unmet needs of older adults and family caregivers. The PTRC AAA is taking a regional approach in distributing these funds–based on the priorities established by the North Carolina Division of Aging and Adult Services.
- b) The PTRC AAA made one-time funding available to Nutrition Services Home Delivered Meals providers to hire delivery drivers to expand current Home Delivered Meals routes in rural areas within the 12-county region. This was done to increase the number of Home Delivered Meals routes in rural areas or other areas as approved. This would also provide a means to reach an underserved and underrepresented older adult population that would benefit from receiving nutritious meals. The Nutrition Services Home Delivered Meals providers awarded the grant funding must meet the NC Department of Health and Human Services (NC DHHS) Division of Aging Nutrition Service Standards (July 1, 2003) for Home Delivered Meals.
- c) Twelve mini grants were made available up to \$65,000 each. Only two providers submitted for consideration. Funds will be used to contract part-time staff and also add an additional driver to current staff.

i) <u>County</u>	<u>Provider Agency</u>	<u>Grant Amount</u>
ii) Davidson	Davidson County Senior Services	\$65,000
iii) Forsyth	Senior Services, Inc.	\$27,000

- d) Request for authorization to enter into contract with two funded partners for ARPA Home Delivered Meals Delivery Drivers for Rural Routes Mini Grants for the grant period February 1, 2022 – September 30, 2024.

**8) Action Item: Request for authorization to enter into contract with Second Harvest Food Bank in the amount of \$150,000 for contract period February 1, 2022 – September 30, 2024 for Home Delivered Meals in Western Caswell, Ms. Adrienne Calhoun, Director, Area Agency on Aging**

- a) ARPA funds provide a unique opportunity to consider needs and service delivery that have the potential to respond to unmet needs of older adults and family caregivers. The PTRC AAA is taking a regional approach in distributing these funds–based on the priorities established by the North Carolina Division of Aging and Adult Services.
- b) PTRC AAA made ARPA Western Caswell Home Delivered Meals Mini Grant available to serve individuals age 60 years of age or older in Western Caswell. For years, the Caswell Aging Services Planning Committee has discussed the need for meal delivery in the western part of the county. Due to volunteer shortage this has not come to fruition. Data furnished by the Information and Data Service Manager at PTRC demonstrated that this is a rural underserved area with close to 3,000 older adults 60+ with a poverty rate of 8.8%. Priority consideration was given to proposals that address the needs of older adults who are underserved, underrepresented, and/or part of a rural population or a food desert. Income is not used in determining eligibility.
- c) One mini grant will be awarded to an agency that can operate Home Delivered Meal route(s) in the Western Caswell. One applicant applied. The award will be made to Second Harvest Food Bank. The food bank is prepared to partner with the Caswell Senior Center and Compassion Health Care for referrals. Second Harvest Food Bank will provide fresh and nutritious meals once a week over two routes delivered by a paid driver.
- d) Request for authorization to enter into contract with Second Harvest Food Bank in the amount of \$150,000 for contract period February 1, 2022 – September 30, 2024 for Home Delivered Meals in Western Caswell.

**9) Audit Committee Report, Mr. Mark Richardson**

- a) Mr. Richardson stated that the Audit Committee met prior to this meeting. They met to discuss an increased audit fee for FY21-22 in the amount of \$38,500; which is \$2,500 more than the original bid amount of \$36,000. Cherry Bekaert has instituted a graduated fee increase plan to address increased costs for obtaining and retaining staff in the current employment market.
- b) The Audit Committee approves this requests and asks for the approval of the Executive Committee approve sending this request to the full Board of Delegates for consideration.
- c) It is recommended that the Audit Committee request approval of the Executive Committee for the price increase for the audit for FY21-22.

**10) Roll Call vote for the Above-mentioned Action Items 1-9**

- a) A motion was made by Mr. Mark Robinson
- b) The motion was seconded by Ms. Marikay Abuzuaiter
- c) Roll call vote– Ayes: Councilwoman Marikay Abuzuaiter, Commissioner Kevin Austin, Alderwoman Renee Bryant, Council Member Jane Cole, Commissioner Carly Cooke, Mayor Rick Cross, Mayor Pro Tem Monta Davis–Oliver, Commissioner Fleming El–Amin, Mayor Alvin Foster, Chairman Darrell Frye, Councilman Victor Jones, Council Member Dwight Lake, Councilman John Larson, Councilwoman Peggy Leight, Alderwoman

Yvonne Maizland, Commissioner Rick Morris, Commissioner Scott Needham, Commissioner Damon Prince, Commissioner Mark Richardson, Commissioner Don Truell, Commissioner Van Tucker, Commissioner Craig Turner, Mayor Larry Ward.

- d) Nays: none
- e) Action Items 1-3 are approved.

**11) Executive Director’s Report, Matthew Dolge, Executive Director**

- a) Mr. Dolge expressed appreciate for your understanding meeting format. We want to be prudent based on the numbers.
- b) We will be submitting Phase 2 of the Build Back Better Regional Challenge (BBBRC) grant on March 15<sup>th</sup> for up to \$100million. We will be submitting seven projects throughout the region that focus on prototyping, simulation, initial product development, and testing. This will enable the Triad to elevate its position among the nation’s leading manufacturing hubs. This is a once in a lifetime opportunity and we are working hard on it.
- c) Our staff is busy doing incredible work. I am proud of how they have been able to continue to adjust and excel during these times.

**12) Around the Region**

- a) Mr. Mark Richardson stated that it is great to have Mr. Alvin Foster on board as chair. We greatly appreciate the service of past chair, Mr. Kevin Austin.

**13) Mr. Foster commended Mr. Dolge and his staff and thanked everyone for attending.**

**There being no other business, the meeting was adjourned with general consensus at 12:58p.m.**

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**Alvin Foster, PTRC Chair**

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**Katie Mitchell, Clerk to the Board**