



Executive Committee

Minutes

Wednesday, February 5, 2025
Hybrid Attendance (In Person and ZOOM)

Members Present:

Councilwoman Marikay Abuzuaiter, City of Greensboro
Mayor Kelly Allen, Town of Haw River
Mayor Mike Brannon, Bermuda Run
Council Member Jane Cole, City of King
Commissioner Carly Cooke, Guilford County
Mayor Alvin Foster, Town of Yanceyville
Chairman Darrell Frye, Randolph County
Council Member Montrena Hadley, City of Mebane
Commissioner Melissa Hiatt, Surry County (Z)
Council Member Dwight Lake, Town of Mayodan
Councilwoman Peggy Leight, Town of Walkertown (Z)
Council Member Greg Light, City of Eden
Commissioner Don Martin, Forsyth County (Z)
Chairman Fred McClure, Davidson County
Mayor Richard McNabb, City of Trinity
Mayor Sheldon Morley, Town of Mt. Gilead
Commissioner Rick Morris, Stokes County
Commissioner Scott Needham, Town of Pilot Mountain
Commissioner Ricky Oliver, Yadkin County
Commissioner Mark Richardson, Rockingham County
Council Member Annette Scippio, City of Winston Salem
Commissioner Tony Smith, Caswell County
Mayor Larry Ward, Town of Denton
(Z) Denotes attendance via ZOOM

Members Absent:

Council Member Tim Andrew, City of High Point
Mayor Jim Butler, City of Burlington
Mayor Anita Darnell, Town of Jonesville
Chairman Mark Jones, Davie County
Mayor Howard Morgan, Town of Sedalia
Commissioner John Shaw, Montgomery County

Chairman Mark Richardson welcomed the PTRC Executive Committee and called the meeting to order at 12:00 p.m. The meeting was held virtually via Zoom in addition to in person attendance. Chairman Richardson requested a moment of silence and encouraged and then led the Executive Committee in the Pledge of Allegiance. Chairman Richardson introduced and welcomed the new Executive Committee members: Tony Smith (Caswell County), Montrena Hadley (City of Mebane), Melissa Hiatt (Surry County), Don Martin (Forsyth County), Sheldon Morley (Mt. Gilead), Ricky Oliver (Yadkin County), and Annette Scippio (City of Winston-Salem).

- 1) **Audit Presentation for Fiscal Year Ended June 30, 2025, Mr. Greg Adams, TPSA Partner**
 - a) The Audit Committee consisting of Marikay Abuzuaiter, Mark Richardson, Alvin Foster, Darrell Frye, Carly Cooke, and Rick Morris met to review the Audit Presentation prior to the Executive Committee meeting.
 - b) To view the Audit Presentation for Fiscal Year Ended June 30, 2025 visit www.ptrc.org or email kmitchell@ptrc.org.
 - c) Mr. Dolge noted a slight decrease in the general fund due to the purchase of church property, while all other funds remain stable. Overall, the financial position is strong. The audit was delayed due to state issues, but this is not expected to be a concern moving forward.
 - d) Ms. Scippio inquired about the property purchase. Mr. Dolge confirmed the acquisition of the church property next door which is a little over three acres. The Weatherization staff moved into the building yesterday. The main office has exceeded capacity, and the new property is also being used as a certified training center for Weatherization. The purchase was made with cash, so there is no debt on the property.
 - e) Mr. Dolge highlighted that Human and Health Services (Area Agency on Aging) remains the largest portion of the budget.
 - f) The Audit will be presented at the full Board of Delegates meeting.
 - g) Mr. Dolge expressed appreciation for Mr. Hand and the Finance team, noting that the audit had no findings or issues. He commended the Finance staff for their excellent work.

- 2) **Action Item: Request for approval of the December 4, 2024 PTRC Executive Committee minutes, Mr. Mark Richardson, Chair**
 - a) There being no questions, a motion was made by Ms. Kelly Allen.
 - b) The motion was seconded by Mr. Richard McNabb.
 - c) Request for approval of the December 4, 2024 PTRC Executive Committee minutes was approved.

- 3) **Action Item: request for approval of the Annual Comprehensive Financial Reports for fiscal year-ended June 30, 2024, Mr. Jarrod R. Hand, Finance Director**
 - a) The Annual Comprehensive Financial Reports for fiscal year-ended June 30, 2024 have been provided for your review and consideration. Key information from the Annual Comprehensive Financial Reports are:
 - b) Total net position is \$6,765,180, an increase of \$285,106.
 - c) Total fund balance is \$6,832,182, a decrease of \$3,789 after the purchase of the church property. Approximately 49% or \$3,331,436 is non-spendable or restricted.
 - d) Unassigned fund balance for the General Fund is \$3,491,746.
 - e) Single Audit compliance performed on five programs with no findings.
 - f) There being no questions, a motion was made by Mr. Dwight Lake.
 - g) The motion was seconded by Ms. Marikay Abuzuaiter.

- h) Request for approval of the Annual Comprehensive Financial Reports for fiscal year-ended June 30, 2024 was approved.
- 4) **Action Item: Request for Authorization to accept a two-year NCWorks Local Innovation Grant in the amount of \$125,000 to implement the Reentry Empowerment and Workforce Integration (REWI) Initiative, Ms. Wendy Walker-Fox, Workforce and Economic Development Director**
- a) The Piedmont Triad Regional Workforce Development Board has been awarded a \$125,000 NCWorks Local Innovation Fund Grant to implement the Reentry Empowerment and Workforce Integration (REWI) Initiative. This initiative seeks to strengthen the region's network of career navigation services for the justice-involved population, while also raising awareness among employers about the positive impact of inclusive hiring practices.
 - b) Through REWI, Piedmont Triad Regional WDB plans to provide training for staff at NCWorks Career Centers and other community agencies to enhance professionals' understanding of how various programs and services can work together to meet the needs of people whose past criminal records create barriers to education and employment. The initiative will also promote coordination and connectivity among partners, share best practices, and engage with local employers. Increasing the number of "second chance" employers is among North Carolina's "Reentry2030" initiative goals, which Governor Cooper announced in his Executive Order No. 303 early last year.
 - c) There being no questions, a motion was made by Mr. Alvin Foster.
 - d) The motion was seconded by Mr. Fred McClure.
 - e) Request for authorization to accept a two-year NCWorks Local Innovation Grant in the amount of \$125,000 to implement the Reentry Empowerment and Workforce Integration (REWI) Initiative was approved
- 5) **Action Item: Request for authorization to accept this funding for The PEAS Project and to enter into contract with current Nutrition Services providers in the Region to provide delivery or pick-up of food boxes to persons who are frail or functionally impaired for the period March 1, 2025 through June 30, 2026., Ms. Adrienne Calhoun, Aging Director, Area Agency on Aging**
- a) The NC Division of Aging has allocated funding to the PTRC Area Agency on Aging for Food Assistance for High Risk Older Adults known as "The PEAS – Providing Elders Additional Sustenance – Project." The PEAS Project funds are a part of State Fiscal Recovery Funds that have been appropriated by the NC General Assembly and will provide delivery or pick-up of food boxes to persons who are frail or functionally impaired. There is no local match requirement. The PTRC AAA is working with the Region's current Nutrition Services (meals) providers to implement The PEAS Project.
 - b) Total Amount Allocated: \$376,265.37
 - c) There being no questions, a motion was made by Ms. Marikay Abuzuaiter.
 - d) The motion was seconded by Ms. Annette Scippio.
 - e) Request authorization to accept this funding for The PEAS Project and to enter into contract with current Nutrition Services providers in the Region to provide delivery or pick-up of food boxes to persons who are frail or functionally impaired for the period March 1, 2025 through June 30, 202 was approved.
- 6) **Action Item: Request for approval to enter into contract providing professional GIS services from February 2025 to January 2026 with the City of Thomasville for \$1,810 per month (not to exceed**

\$21,720 annually). The City of Thomasville has signed the agreement letter, Mr. Jesse Day, Regional Planning Director

- a) For a Thomasville GIS Services. The Regional Planning Department requests to enter into contract for GIS services with the City of Thomasville from February 2025 to January 2026. This is an extension to the 2023 contract to help with the City's Management Information Systems (MIS) upgrade to the new Community Development and Asset Management System. Under this new contract, PTRC will continue to host the City's geospatial data service on the PTRC GIS Server, ensure data compatibilities between Davidson County and Randolph County datasets, and run periodic updates to GIS data.
- b) There being no questions, a motion was made by Mr. Fred McClure.
- c) The motion was seconded by Ms. Annette Scippio.
- d) Request for approval to enter into contract providing professional GIS services from February 2025 to January 2026 with the City of Thomasville for \$1,810 per month (not to exceed \$21,720 annually) was approved.

7) Action Item: Request for approval to enter into a contract providing grant administration services with the Southwest Renewal Foundation of High Point, Inc. for \$518,000, Mr. Jesse Day, Regional Planning Director

- a) The Regional Planning Department requests to enter into contract with the Southwest Renewal Foundation of High Point, Inc. (SWRF) to provide technical assistance for grant administration services related to the Foundation's Community Change grant award from Grey to Green. The SWRF was awarded \$18+ million to go toward the activities including the following: planting new trees, conducting community outreach activities, completing design plans, installing nine new public electric vehicle charging stations, building a pervious-surface urban greenway and pervious sidewalk, renovating an existing building on GTCC's campus, conducting wastewater management assessments and upgrading aging sewer lines, installing energy-efficiency measures and systems at the Fairview Elementary school, upgrading Heating, Ventilation and Air Conditioning (HVAC) systems including a chiller for classrooms and gym, Light Emitting Diode (LED) lighting, replace air ducts, and an aging, leaking roof with new cool roof, continue water quality testing, installing five cameras to monitor illegal dumping, and launching an Anti-Litter Campaign with Community Coordinators.
- b) There are multiple partners including the City of High Point, GTCC, Guilford County Schools, Piedmont Conservation Council, Clean-Air North Carolina, NC State and other non-profits. The project is a 3-year project and the grant was obligated with US EPA on December 4, 2024.
- c) This work can be achieved for \$518,000. The contract between the PTRC and Southwest Renewal Foundation takes effect January 15, 2025 and runs through December 4, 2027.
- d) Mr. Fred McClure asked the cost for charging stations. Mr. Day stated \$10,000-\$12,000 for each station with two ports. There may also be some installation cost. But these stations will be rapid charging stations.
- e) Ms. Cooke inquired about the impact of federal grant funding volatility on projects like this, given the significant funding amount over three years. She asked about strategies to carefully encumber funds to ensure partners are not left without resources. Mr. Dolge explained that since this funding comes from the EPA, there is more confidence in its stability. Contracts have already been signed, but the federal government can adjust grant parameters, which remains a

concern. The primary focus is ensuring the necessary funds are secured. Mr. Hand added that terms and conditions of federal grants can change at any time, sometimes significantly altering the parameters, which is an important factor to monitor.

- f) There being no more questions, a motion was made by Ms. Carly Cooke.
- g) The motion was seconded by Mr. Fred McClure.
- h) Request for approval to enter into a contract providing grant administration services with the Southwest Renewal Foundation of High Point, Inc. for \$518,000 was approved.

8) Action Item: Request for authorization to receive \$50,000 in funds from the NHTSA if awarded and administer the allocation of said funds towards a series of in-person and virtual training sessions and resources for member governments, the general public, and transportation partners such as the North Carolina Department of Transportation, Mr. Carter Spradling, Assistant Planning Director

- a) Mr. Day introduced Mr. Carter Spradling, our new Assistant Planning Director.
- b) The PTRC planning department has applied for a \$50,000 grant through the NHTSA for educational programs to promote safe transportation practices throughout the region.
- c) Launched in 2016 as a partnership between the U.S. Department of Transportation National Highway Traffic Safety Administration (NHTSA) and the National Safety Council (NSC), the Road to Zero Coalition has the goal of ending fatalities on our nation's roads by 2050. Tens of thousands of people die on U.S. roads in preventable crashes each year, with record high numbers of deaths for pedestrians and cyclists seen in recent years. To address this devastating reality and work towards a safer future, the Road to Zero Coalition, made up of over 1,800-member organizations, brings a cross-sector approach to implementing proven techniques. RTZ shares innovative research and actionable information, and advances the conversation around transportation safety through its three-pillar, multi-modal framework focused on:
 - i) Doubling down on what works through proven, evidence-based strategies
 - ii) Advancing life-saving technology in vehicles and infrastructure
 - iii) Prioritizing safety by adopting a Safe System Approach and creating a positive safety culture
- d) Road to Zero Grant Program: The Road to Zero Community Traffic Safety Grant Program is focused on supporting innovative and promising approaches for implementing evidence-based countermeasures, supporting a Safe System approach, and performing necessary research to address traffic fatalities and serious injuries, and disparities in mobility safety and access.
 - i) Proposals should demonstrate the promising nature of the countermeasure by describing the innovative implementation approach, citing the evidence of effectiveness or identifying how effectiveness will be evaluated, and/or discussing how the project fills a gap or addresses existing disparities in traffic safety.
 - ii) Proposed projects should have measurable objectives and generalizable results. That is, projects should demonstrate innovative approaches that could be replicated in other locations or scaled up to a broader level.
 - iii) The scope of work should be realistically achievable within a one-year time frame; funded extensions are not available.
 - iv) Proposals from past Road to Zero grantees are acceptable. They may be for new projects or for additional innovations on the previous project (i.e. phase #2) but not a continuation of any current or previous project.

- e) Mr. Fred McClure asked how individual roads identified? Mr. Spradling explained that DOT and state law enforcement records are used to identify high-injury roads. The analysis will include detailed information and extensive statistical studies to identify trends and determine areas of concern.
 - f) Ms. Marikay Abuzuaiter asked if this is connected with Vision Zero. Mr. Spradling answered yes, we are a coalition member and that's how we were able to apply. Intense cooperation and communication are required for these grants.
 - g) There being no more questions, a motion was made by Ms. Marikay Abuzuaiter.
 - h) The motion was seconded by Ms. Annette Scippio.
 - i) Request for authorization to receive \$50,000 in funds from the NHTSA if awarded and administer the allocation of said funds towards a series of in-person and virtual training sessions and resources for member governments, the general public, and transportation partners such as the North Carolina Department of Transportation was approved.
- 9) Action Item: Request for approval to move forward with submitting a Development Proposal to HAWS for review, Mr. Michael Blair, Community Development Director**
- a) In 2020, PTRC staff identified significant challenges faced by individuals with Intellectual and Developmental Disabilities (IDD) and their families. To address these concerns, efforts began to secure funding for solutions.
 - b) In 2022, a \$150,000 grant was awarded to conduct a comprehensive study on IDD issues in Forsyth County. This study included a detailed report on Development Proformas, which identified five parcels of land in the county as potential sites for IDD-focused rental housing. Among these, the Happy Hill site emerged as the top choice due to its strategic location and proximity to essential services.
 - c) In 2023, additional IDD focused funding was secured through the Money Follows the Person grant.
 - d) Late 2024 consultation with the Housing Authority of Winston-Salem (HAWS) revealed strong interest in utilizing their Happy Hill property for the project. HAWS staff expressed enthusiasm for the proposal, recognizing its potential impact.
 - e) The next steps involve submitting a Development Proposal to HAWS for review. Upon approval, HAWS will forward the proposal to the local HUD office in Greensboro. Once HUD provides final approval, development can officially begin, marking a significant milestone in addressing housing needs for the IDD community.
 - f) For a copy of the presentation Mr. Blair showed, visit www.ptrc.org or email kmitchell@ptrc.org.
 - g) Ms. Scippio expressed 100% support as the council member of that Ward. She highlighted the historical significance of the area, noting that it was Winston-Salem's first African American owner-occupied neighborhood. The land was originally a plantation area for Salem, and in 1836, a doctor who managed the farm emancipated his enslaved workers. In 1872, the Salem Congregation sold the land to freed enslaved persons so they could become homeowners. In 1949, the area became the site of Winston-Salem's first public housing project. Later, in 2000, the Hope VI project led to the demolition of all the housing, leaving the land vacant to this day. Now, with a \$2.1 million investment, Habitat for Humanity plans to build 40 single-family homes

on the site. Ms. Scipio expressed excitement that the land will return to its original purpose—being a thriving neighborhood.

- h) There being no questions, a motion was made by Ms. Annette Scipio.
- i) The motion was seconded by Mr. Sheldon Morley.
- j) Request to move forward with submitting a Development Proposal to HAWS for review was approved.

10) Executive Director's Report, Mr. Matthew Dolge, Executive Director

- a) Mr. Dolge welcomed and thanked all our new members for serving and for being here.
- b) He invited everyone to the Housing Summit that is being held on February 27 from 9:30am-4pm.

Chairman Richardson encouraged the new members to speak with PTRC staff to become familiar with the organization. There being no other business, the meeting was adjourned with general consensus at 1:08 p.m.



Mark Richardson, PTRC Chair



Katie Mitchell, Clerk to the Board