MINUTES

UPPER COASTAL PLAIN COUNCIL OF GOVERNMENTS

**BOARD OF DIRECTORS MEETING**

# October 15, 2024

## BOARD MEMBERS PRESENT

Miranda Boykin, Chairperson Mayor Town of Sims

James Alston, Secretary/Treasurer Mayor Town of Castalia

Randy Beale Mayor Town of Woodland Fred Belfield Commissioner Nash County

Roy Bell Mayor Town of Garysburg

Phillip Boone Alternate Member Town of Dortches

Brenda Brown Mayor Town of Nashville

Gregory Browning Adjustment/Planning City of Roanoke Rapids Delane Bryant At-Large Board Member Edgecombe County

Paolo Ceyrolles At-Large Board Member Wilson County

Mark Frohman At-Large Board Member Nash County

Doris Garner Mayor Town of Weldon

Ophelia Gould-Faison Commissioner Town of Littleton

Jenny Hinnant Commissioner Town of Conetoe

Meredith Holdford Commissioner Town of Halifax

Sammy Hopkins Mayor Town of Whitakers

Deborah James Mayor Town of Gaston

Currie Joyner At-Large Board Member Wilson County

Richard Joyner Council Member City of Rocky Mount

Geraldine Langford Mayor Town of Seaboard

Marshall Lassiter Commissioner Town of Severn

Matthew Lassiter Commissioner Town of Jackson

Luther Lewis, Jr. Mayor Town of Middlesex

Brenda Lucas Commissioner Town of Spring Hope

Martha Lucas Commissioner Town of Momeyer

Sherry Lucas Commissioner Wilson County

Tawanda Moore Mayor Town of Elm City

Victoria Newcombe Mayor Town of Rich Square

Joshua Pair At-Large Board Member Northampton County

Julian Phillips County Manager Northampton County

Sandra Russ Commissioner Town of Red Oak

Cathy Scott At-Large Board Member Halifax County

Barbara Simmons At-Large Board Member Halifax County

T. J. Walker Alternate Member City of Rocky Mount

Ralph Webb Commissioner Edgecombe County

Jean Wooten-Jiles Commissioner Town of Macclesfield

\*If your name is missing, you may not have been included in the roll call. Please let us know so we can make that correction.

**MEMBERS PRESENT BY PROXY**

Eddie Braxton Mayor Town of Scotland Neck

Eddie Coats At-Large Board Member Nash County

Beverly Davis Commissioner Town of Sharpsburg

Dia Denton, Vice-Chairperson County Manager Halifax County

Ron Hunt County Manager Wilson County

Bobbie Jones Mayor Town of Princeville

Stacie Shatzer County Manager Nash County

**MEMBERS NOT PRESENT**

Michael Bell Council Member City of Wilson

Vicky Bennett At-Large Board Member Northampton County

Eric Evans Manager Edgecombe County

Dannie Flanary Mayor Town of Hobgood

Steven Flythe Commissioner Town of Lasker

Jeff Johnson Mayor Town of Lucama

Coley Rhodes Mayor Town of Stantonsburg

Mondale Robinson Mayor Town of Enfield

Elaine Saunders Commissioner Town of Saratoga

Mack Smith Mayor Town of Black Creek

Barbara Taylor Commissioner Town of Pinetops

Charles Tyner Board Chairman Northampton County

Jackie Vick (Alt. attended) Mayor Town of Dortches

Walter Wells Mayor Pro-Tem Town of Bailey

Bobby Wheeler Town Administrator Town of Speed

Othar Woodard Mayor Pro-Tem Town of Tarboro

Stewart Woodard Mayor Pro-Tem Town of Conway

**GUESTS**

Bryashia Buggs Office of Rep. Don Davis

Carmelitia Coleman Town of Seaboard

Lois Elbert Town of Sims

Tamica Gray Town of Whitakers

Marla Jerman Town of Seaboard

Doris Lindsey Town of Whitakers

Mykalia Steele Town of Sims

John Tayloe Office of U.S. Senator Ted Budd

**STAFF**

Robert Hiett Executive Director

Michael Williams Workforce Development Program Director

Kelly Lancaster Finance Director

Rhonda Sommer Assistant Finance Director

Mary Marlin Aging Director

Ben Farmer Planning and Development Services Director

Kelly Skinner Executive Assistant/Clerk to the Board

Gail Webb Administrative Assistant

\*\*Note – all other staff attended in lieu of annual banquet in November\*\*

**CALL TO ORDER**

Chairperson Boykin called the meeting of the Upper Coastal Plain Council of Governments Board of Directors to order at 6:50 p.m. She welcomed all in attendance, introduced special guests and thanked them for taking the time to attend. Roll was called and attendance was duly noted.

**APPROVAL OF CONSENT AGENDA**

Chairperson Boykin called for a Motion to approve the Consent Agenda items which included approval of the August 20, 2024 meeting minutes, July and August, 2024 financial reports, budget amendment, 2024 CEDS annual update and UCP Brownfields Coalition grant application. A Motion was made by Mr. Joshua Pair and seconded by Ms. Tawanda Moore. All voted in favor. The Motion carried and the consent agenda was approved.

**ACTION ITEM**

**UCPCOG Bylaws Updates – Chairperson Miranda Boykin**

Chairperson Boykin referred the Board to the handouts located on each table and the e-mails previously sent out regarding the proposed changes to the UCPCOG bylaws. There being no questions, she called for a Motion to approve. A Motion was made by Mr. Richard Joyner and seconded by Mr. Roy Bell. The vote was unanimous. The Motion carried and the Bylaws were amended as presented.

**CHAIRPERSON’S REPORT**

Chairperson Boykin presented staff service awards. The recipients were: Lynn Bulluck – 35 years of service, Rose Motley – 30 years of service, and Ben Farmer and Kelly Skinner – 5 years of service.

**NCARCOG UPDATE**

Mr. Gregory Browning shared a brief update from the North Carolina Association of Regional Councils of Government. He spoke about relief efforts from Hurricane Helene in the western part of the state and urged everyone to help with the initiative.

**EXECUTIVE DIRECTOR’S REPORT – Robert Hiett, Executive Director**

Mr. Hiett called the Board’s attention to his report beginning on Page 18 of the agenda packet. He briefly highlighted a few items in his report including the three NADO awards that the UCPCOG recently received and thanked the staff for their efforts.

Next, he highlighted the Ask Ashleigh virtual caregiving companion platform that is designed to assist people with dementia or the caregivers who are caring for a loved one who is living with dementia. He called on Mr. John Tayloe who spoke briefly about the program and the opportunities it will afford our region.

Lastly, he reported that the UCPCOG and Civia have collaborated to launch an innovative AI pilot program for Regional Governments and discussed the timeline for our AI planning and implementation strategy for the current fiscal year. More details will be forthcoming soon on the UCPCOG AI Academy training for our member governments.

**PROGRAM IMPACT REPORTS AND UPDATES**

**Aging – Ms. Mary Marlin, Aging Director**

Ms. Marlin began by recognizing and introducing the members of the Aging team. Then she referred the Board to her impact report on page 33 of the agenda packet. She reviewed the service numbers for this fiscal year. She also expanded upon the Ask Ashleigh virtual caregiving campion platform and encouraged everyone to check it out.

**Planning and Development Services – Mr. Ben Farmer, PDS Director**

Mr. Farmer referred the Board to his impact report beginning on Page 36 of the agenda packet. He thanked the Board for the approval of the CEDS update and discussed a new scorecard tool that we are using to help with this. Next, he discussed the digital inclusion digital economic project. Lastly, he introduced members of the PDS team.

**Workforce Development Services – Mr. Michael Williams, Workforce Development Director**

Mr. Williams introduced the members of the Workforce staff and thanked them for all that they do in our region. Next, he referred the Board to his impact report located on page 42 of the agenda packet and discussed the current statistics. He highlighted several rapid response events as well as new employers coming to our region.

**ADJOURNMENT**

There being no further business, Chairperson Boykin announced that our next meeting will be held on January 21, 2025, in the Brown Auditorium on the campus of Nash Community College at 6:45 p.m. She then called for a Motion to adjourn. A Motion was made by Mr. Fred Belfield and seconded by Mr. Ralph Webb. All voted in favor. The Motion carried unanimously, and the meeting was adjourned.

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Miranda Boykin, Chairperson James Alston, Secretary/Treasurer