

## Foothills Regional Commission

### EXECUTIVE COMMITTEE MEETING MINUTES for Meeting Date 11/16/2023

#### Members Present:

Jack Shytle – Town of Polkville  
Ashley Wooten – McDowell County  
Max Hopper – Cleveland County

#### Foothills Staff Present:

Danna Stansbury  
Charlotte Sullivan  
Annette Staley  
Pam Hall  
Laura Lynch

The Executive Committee of the Foothills Regional Commission met at 111 West Court Street, Rutherfordton, NC on Thursday, November 16, 2023. Vice-chair Max Hopper called the meeting to order at 12:01. The invocation was also led by Vice-chair Hopper, as was the NC State Pledge and the United States Pledge.

The Executive Committee then approved the minutes for the August 24, 2023 meeting without amendments or changes. The motion was made by Jack Shytle and seconded by Ashley Wooten. The vote passed unanimously.

Foothills employee Pam Hall presented the Section 8 Annual Plan to the Board. She noted changes for them to review on page 8 dealing with the waiting list. After conversation and review, Ashley Wooten made a motion to approve the plans as presented, and Jack Shytle seconded the motion. The vote passed unanimously.

Departmental Updates were provided by Laura Lynch, Jordan Barnes, Annette Staley, and Pam Hall. Information is as follows: **1) Aging** (Laura Lynch) – Laura spoke again on Medicaid expansion and what that means for the State and for our region – Mr. Hopper asked that she provide that information for release in our organization newsletter - Laura agreed to get that to Jordan. **2) Planning & Economic Development** (Jordan Barnes) – Jordan spoke on several projects going on in this department – notably, he publicly praised Penny Martinez and finance director Charlotte Sullivan for working numerous hours to situation the Housing Consortium project (with an upcoming influx of \$1 million for the program) - he spoke of the work being done with all of the regional Fire Departments in order to apply for a grant on their behalf – he spoke of the Farmland Preservation grant applications and noted being nationally recognized for this work – he also spoke on Broadband expansion and noted that employees Magnolia Long and Jack Elliott are the leads for this project – he also spoke on an ARC project related to the Ellenboro Cotton Gin and on a meeting with the town of Belwood relating to a possible ARC grant for upper Cleveland County. **3) Section 8** (Pam Hall) – Pam shared that she attended the Veterans Resource Fair in Cleveland County along with the regional VASH staff – she spoke about the possible opportunity

for more Veteran housing options through the VASH program – possibly adding ten more slots. **4) Workforce** (Annette Staley) – Annette shared that she attended the same Veteran’s Fair and that workforce staff had also hosted/attended a job fair specifically for veterans in McDowell County – she also noted that the Infrastructure Agreement required by the State for all workforce programs had recently been completed by all required parties – she shared that since 7/22/23, the Foothills workforce department has assisted 243 participants w/supplies and credentials needed for employment, and shared that the department will be assisting 51 employees who were recently permanently laid off in Cleveland County. **5) Finance** (Charlotte Sullivan) – Charlotte shared that the finance team had been working on changes needed internally to bring everything into line with State guidelines – she and Danna recently attended a meeting offered by the Department of State Treasurer and were seated next to the Town of Grover staff – Charlotte offered assistance for any need in responding to the presented materials.

Charlotte Sullivan presented the association finance report at this time (as the agenda items were moved around due to conflicts) – Charlotte presented necessary budget amendments to the committee – Jack Shytle made a motion to accept the amendment, Ashely Wooten seconded and the motion carried – Charlotte informed the Board that the audit is 98% complete – the required Health Benefit Summary has not yet been received from Kavanaugh & Associates – Charlotte also noted that Shannon from our audit team will be at the February full Board meeting to formally present the audit and allow for questions and comments – the cash flow chart was presented and reviewed with no questions being asked.

Executive Director’s Report – Danna updated the Board on the finalized date and time for the regional Legislative Breakfast (January 29, 2024 @ 8:30 am) – she noted that her contract as interim manager for the Town of Boiling Springs has now ended with the Board there securing a full time manager – she updated that 2 of the vacancies here at Foothills have now been filled with Magnolia Long and Jack Elliott – the interviews will begin this week for the position of Clerk/Office Manager/Administrative Assistant – Pam Hall (of Section 8) has received no applications at this time for the vacancy in that department.

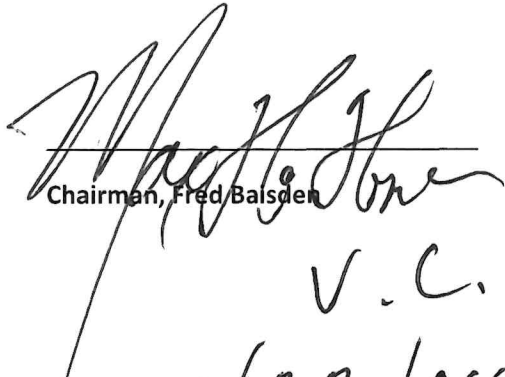
Other items of interest – Danna and Jordan contacted the NCLM staff last week to offer to host some League Lunch & Learn events for folks regionally – possible contacts for sponsorship for the Legislative Breakfast were discussed – Duke Power and Facebook were 2 suggested – also, the suggestion was made that we begin paying retired Board members for their travel to and from meetings in the future.

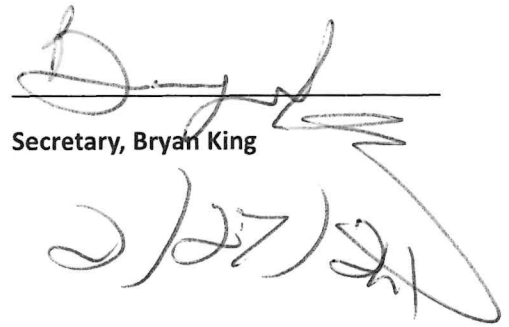
Vice-chair Hopper shared that Foothills will now need to find someone to replace Scott Neisler as our Forum member due to losing the election (Mayor of Kings Mountain) – Hopper also suggested that we write a letter to Mr. Neisler thanking him for his time and thanking him service. Jack Shytle made a formal motion to do so, Ashley Wooten seconded, and the motion passed unanimously.

At 12:45 pm, Jack Shytle made a motion to go into a closed session, Ashely Wooten seconded, motion carried.

At 1:04 pm, Jack Shytle made a motion to come out of the closed session, and Wooten seconded. Motion carried. Meeting adjourned.

Respectfully submitted,

  
Chairman, Fred Balsden  
V.C.  
2/22/24

  
Secretary, Bryan King  
2/27/24