

**Minutes of the
Albemarle Commission Board of Delegates
November 16, 2023 6:00 P.M.**

Opening

Chairperson Jordan Davis called the meeting to order at 6:00 p.m.

Invocation

Commissioner Robert Kirby led the Invocation.

Pledge of Allegiance

Commissioner Tracey Johnson led the Pledge of Allegiance.

Determination of Quorum

The presence of a quorum was determined by Clerk to the Board, Ashley Shepherd, with twelve (12) members present; ten (10) members present in person and two (2) member electronically.

<u>Name</u>	<u>County</u>
Tiffney White	Camden
Clayton Riggs	Camden
Robert Kirby	Chowan
Owen Etheridge	Currituck
Linda Hofler	Gates
Earl Pugh	Hyde
Lloyd Griffin III	Pasquotank
Tim Corprew	Perquimans
Jordan Davis	Tyrrell
Steven Swain	Tyrrell
Tracey Johnson	Washington
Ann Keyes- Alternate	Washington

Absent Members

Sissy Aydlett- Alternate	Camden
Harriet DeHart	Chowan
Rob Ross	Dare
Wallace Nelson- Alternate	Perquimans
Melinda Porter	Washington

Partners, staff, and guests present:

Staff members:

David Whitmer, Acting Executive Director
Laura Alvarico, AAA Director
Angela Welsh, RPO Director
Robin Sass, Finance Officer
Sharon Smith, Special Projects Administrator
Ashley Shepherd, Clerk to the Board

Guests and Partners

Brock Mitchell, Attorney
John Leidy, Attorney

Amendments of Agenda:

Chairperson Davis requested to add item 10B. to the agenda for the Resolution approving a change in Executive Director for Albemarle Commission. Chairperson Davis requested items 13 and 14 be switched on the agenda. Commissioner Johnson motioned to approve the amendments for the agenda, seconded by Commissioner Linda Hofler. With no further discussion, the motion carried unanimously with a roll call vote.

Agenda (VOTE):

At- Large Delegate Clayton Riggs motioned to approve the agenda, seconded by Commissioner Tim Corprew. With no further discussion, the motion carried unanimously with a roll call vote.

October 19, 2023 Minutes (VOTE)

Commissioner Robert Kirby motioned to approve the minutes as submitted, seconded by Commissioner Corprew. With no further discussion, the motion carried unanimously.

Public Comment:

None.

Old Business

None.

Finance

A. Monthly Finance Report for October 2023

Finance Officer Robin Sass presented the monthly finance report to the board.

B. Resolution Approving a change in Executive Director for Albemarle Commission

Chairperson Davis presented the Resolution to the board to appoint Dave Whitmer, NWDB Director as Acting Executive Director for an undisclosed period. Commissioner Etheridge motioned to approve the Resolution, seconded by At-Large Delegate Riggs. With no further discussion, the motion carried unanimously with a roll call vote.

New Business

None.

Staff Reports:

Area Agency on Aging (AAA) Director Laura Alvarico discussed the area plan for 2024- 2028 beginning.

ARPO Director Angela Welsh mentioned three surrounding counties reached out regarding a contract with Duke Resilient Grant to create highlighting videos for each of the ten counties in our region created by Eye Candy Digital Video.

Northeastern Workforce Development Board (NWDB) Director David Whitmer discussed a recent hiring event held at the NCWorks Career Center for Veterans. Director Whitmer gave a brief follow up regarding the continuation of the DWS monitoring taking place.

Special Projects Administrator Sharon Smith discussed our guest with the IEDC that attended the Strategic Planning Committee meeting.

Executive Director Report

Acting Executive Director Whitmer discussed that through this difficult time we are just trying to continue move forward as a team and as a company.

Closed Session

The closed session motion should be to enter closed session pursuant to NCGS 143-318.11(a)(3) in order to consult with the Board Attorney and preserve the attorney/client privilege, and NCGS 143-318.11(a)^ to discuss one or more confidential personnel matters.

Commissioner Hofler motioned to enter into closed session, seconded by Commissioner Kirby. With no further discussion, the motion carried unanimously with a roll call vote.

The Albemarle Commission Board of Delegates entered into closed session at 6:17 p.m. All staff were excused from the room.

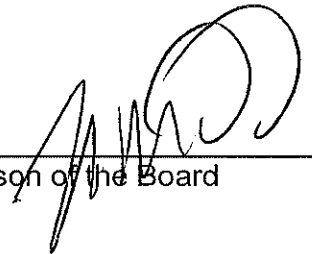
The board came out of closed session at 8:06PM with no report with Commissioner Earl Pugh having left the meeting during closed session at 7:15 PM.

Board Member Comments:

Chairman Davis stated that he needed to appoint a nominating committee for the officers for the 2024 calendar year. The chair appointed Commissioner Earl Pugh, Commissioner Tiffney White, and Commissioner Tracy Johnson as the nominating committee.

Adjournment

Commissioner Johnson motioned to adjourn the board meeting at 8:16 p.m., seconded by Commissioner Lloyd Griffin. The motion carried unanimously.



Chairperson of the Board

Attested by:



Clerk to the Board, Ashley Shepherd

1/18/24

Date

