

**Minutes of the
Albemarle Commission Board of Delegates
March 21, 2024 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 Tim Corprew led the Pledge of Allegiance.

Determination of Quorum

The presence of a quorum was determined by Clerk to the Board, Ashley Shepherd, with eleven (11) members present; ten (10) members present in person and one (1) member electronically.

<u>Name</u>	<u>County</u>
Tiffney White	Camden
Clayton Riggs	Camden
Robert Kirby	Chowan
Harriet DeHart	Chowan
Linda Hofler	Gates
Lloyd Griffin III	Pasquotank
Tim Corprew	Perquimans
Jordan Davis	Tyrrell
Steven Swain	Tyrrell
Tracey Johnson	Washington
Melinda Porter	Washington

Absent Members

Sissy Aydlett- Alternate	Camden
Owen Etheridge	Currituck
Robert "Bob" Woodard Sr.	Dare
Earl Pugh	Hyde
Wallace Nelson- Alternate	Perquimans
Ann Keyes- Alternate	Washington

Partners, staff, and guests present:

Staff members:

Michael Ervin, Executive Director
David Whitmer, NWDB Director
Laura Alvarico, AAA Director
Angela Welsh, ARPO Transportation Planner
Sharon Smith, Special Projects Administrator
Ashley Shepherd, Clerk to the Board

Guests and Partners

John Leidy, Attorney

Amendments of Agenda:

None

Agenda (VOTE):

Commissioner Linda Hofler motioned to approve the agenda, seconded by Commissioner Tracey Johnson. With no further discussion, the motion carried unanimously with a roll call vote.

February 15, 2024 Minutes (VOTE)

Commissioner Robert Kirby motioned to approve the minutes as submitted, seconded by At- Large Delegate Harriet Dehart. With no further discussion, the motion carried unanimously with a roll call vote.

Public Comment:

None.

Old Business

None.

Finance

A. Monthly Finance Report for February 2024

Executive Director Ervin presented the monthly finance report to the board. Commissioner Kirby gave a presentation of the budget projection.

New Business

None.

Staff Reports:

Area Agency on Aging (AAA) Director Laura Alvarico discussed bids for the Nutrition deadline Monday March 25, 2024, and will give an update in next month's meeting. Director Alvarico also gave an update on an increase in cost for meals, housing repairs, and Senior Games currently in progress until May.

ARPO Planner Angela Welsh discussed comprehensive transportation plans, working with two counties at a time starting with Camden and Currituck counties.

Northeastern Workforce Development Board (NWDB) Director David Whitmer followed up from last month's meeting regarding DWS asking if NWDB would take over Edenton Career Center. Director Whitmer discussed the career centers partnering with the Veteran Center in support of veterans and their spouses.

Special Projects Administrator Sharon Smith presented some Special Projects including Broadband Catalysts and the CAB (Continuing Access to Broadband) program.

Executive Director Report

Executive Director Michael Ervin gave an update on housing repairs completed this year and audit reports and results from the housing programs. Executive Director Ervin presented to the board an update on the financial transition from ARHS to Albemarle Commission and an update on his meeting in Washington D.C.

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, NCGS 143-318.11(a)6) to discuss one or more confidential personnel matters.

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

The Albemarle Commission Board of Delegates entered into closed session at 7:00 p.m. after a 5-minute recess. All staff were excused from the room.

The board came out of closed session at 8:00 PM. Commissioner Corprew motioned to come out of closed session and adjourn the meeting skipping Delegate comments, seconded by Commissioner Johnson. The motion carried unanimously.

Board Member Comments:

None.


Adjournment

Commissioner Corprew motioned to adjourn the board meeting at 8:00 p.m. during closed session, seconded by Commissioner Johnson. The motion carried unanimously.



Chairperson of the Board

Attested by:



Clerk to the Board, Ashley Shepherd

4/18/04

Date

