

**Minutes of the
Albemarle Commission Board of Delegates
May 16, 2024 6:00 P.M.**

Opening

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

Invocation

Chairperson Davis led the Invocation.

Pledge of Allegiance

Commissioner Lloyd Griffin led the Pledge of Allegiance.

Determination of Quorum

The presence of a quorum was determined by Clerk to the Board, Ashley Shepherd, with nine (9) members present; seven (7) members present in person and two (2) members electronically.

<u>Name</u>	<u>County</u>
Tiffney White	Camden
Robert Kirby	Chowan
Harriet DeHart	Chowan
Robert "Bob" Woodard Sr.	Dare
Linda Hofler	Gates
Lloyd Griffin III	Pasquotank
Tim Corprew	Perquimans
Jordan Davis	Tyrrell
Tracey Johnson	Washington

Absent Members

Clayton Riggs	Camden
Sissy Aydlett- Alternate	Camden
Owen Etheridge	Currituck
Earl Pugh	Hyde
Wallace Nelson- Alternate	Perquimans
Stephen Swain	Tyrrell
Melinda Porter	Washington
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
Ashley Shepherd, Clerk to the Board

Guests and Partners

Brock Mitchell, Attorney

Amendments of Agenda:

Chairperson Davis requested to delete item 10 due to our presenter unable to attend for the Fybe presentation. Commissioner Linda Hofler motioned to approve the amendments, seconded by Commissioner Tiffney White. With no further discussion, the motion carried unanimously with a roll call vote.

Agenda (VOTE):

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

April 18, 2024 Minutes (VOTE)

Commissioner White motioned to approve the minutes as submitted, seconded by Commissioner Hofler. With no further discussion, the motion carried unanimously with a roll call vote.

Public Hearing: Proposed FY 2023-2024 Budget

Chairperson Davis opened the Public Hearing at 6:03 pm.

Commissioner White motioned to close the public hearing at 6:05 p.m., seconded by At-Large Delegate Dehart. With no further discussion, the motion carried unanimously with a roll call vote.

Commissioner Griffin requested to delay the vote until June's board meeting. With no public present Chairperson Davis asked for a motion to postpone the vote and close the public hearing.

Public Comment:

None.

Old Business

A. AAA Nutrition Bid for Trinity Services (VOTE)

Director Laura Alvarico asked for a vote on the Nutrition bid for Trinity Services after further review following April's board meeting. Commissioner White motioned to approve the bid for Trinity services with a 1-year contract with the option of an additional 2 years, seconded by Commissioner Hofler, the motion carried unanimously with a roll call vote. Commissioner Tracey Johnson left the meeting at 6:29pm.

Chairperson Davis called on Brock Mitchell, Board Attorney to discuss the details regarding the personnel policy grievance policy. Attorney Mitchell gave a detailed overview regarding the personnel policy and answered any questions that the board members had regarding this policy.

Chairperson Davis made a comment before continuing on to mention that Executive Director Ervin's contract has been renewed for another year and that Commissioner Griffin will be chair of that committee overseeing the interviews of the Executive Director to follow Mr. Ervin.

Finance

A. Monthly Finance Report for April 2024

Executive Director Ervin presented the monthly finance report to the board. Executive Director Ervin introduced our new finance officer Tanya Hurdle to the board.

Chairperson Davis made a comment before continuing on to mention that Executive Director Ervin's contract has been renewed for another year and that Commissioner Griffin will be conducting a committee to oversee the interviews of the Executive Director to follow Mr. Ervin.

New Business

None.

Staff Reports:

Area Agency on Aging (AAA) Director Laura Alvarico discussed the 9th Annual Elder Abuse Walk on June 7th, 2024 in Elizabeth City and the Senior Games coming to an end.

ARPO Planner Angela Welsh mentioned the Duke Resilience grant videos are complete and that she had the chance to briefly review them.

Northeastern Workforce Development Board (NWDB) Director David Whitmer gave an update regarding the Edenton Career Center lease, stating the DWS is willing to continue to hold that lease. Director Whitmer discussed the completion of the annual procurement process for adult dislocated worker and youth services. Director Whitmer mentioned some recent career fairs that have taken place in the surrounding counties.

Executive Director Report

Executive Director Michael Ervin discussed some topics and updates that took place during his Legislative session in Raleigh.

Board Member Comments:

Commissioner White discussed the waste water laboratory in Camden county.

At-Large Delegate DeHart mentioned the tour boats in Chowan county.

Commissioner Robert Kirby mentioned that Chowan county school board is in search of a Super Intendant.

Commissioner Griffin mentioned the upcoming Potato Festival and budget updates for Pasquotank County.

Commissioner Corprew discussed work on the "big ditch" is complete and brief details regarding that project. Commissioner Corprew mentioned the county receiving some funds to put toward the schools.

Commissioner Hofler discussed the Wi-Fi for the county and the successful progress on that project. Commissioner Hofler discussed the county working on the water system, and possibly putting in a new water tower for the county. Commissioner Hofler gave an update on the Gates county chairman after being hospitalized with health complications and to keep her in your thought and prayers.

Chairperson Davis mentioned Tyrrell county was beginning budget discussions, and the need for employees to work in the water department.

Executive Director Ervin discussed the flyer in regards to Disaster Recovery Financial Assistance Training and asked the board to pass it on to individuals in their counties.

Adjournment

Commissioner White motioned to adjourn the meeting at 7:18pm, seconded by At-Delegate DeHart. The motion carried unanimously.

Robert M. King *Acmm*
Chairperson of the Board

Attested by:

Ashley Shepherd
Clerk to the Board, Ashley Shepherd

6/20/04
Date