



# Triangle J Board of Delegates

---

Wednesday, October 25, 2017  
5:30 PM to 8:00 PM

Triangle J Council of Governments  
4307 Emperor Blvd., Suite 110, Durham, NC

**The Honorable Ronnie Currin, Presiding**

## Agenda

| <b><u>Time</u></b>                              | <b><u>Item</u></b>  | <b><u>Official</u></b>     |
|---|---|----------------------------|
| <b>5:30 PM</b>                                  | <b><i>Dinner and Discussion</i></b><br><i>Please note the 5:30 pm start time and join us as you are able. This time will be dedicated to open conversation and information sharing with fellow delegates.</i><br><br><i>RSVP Ellen Norris at (919) 558-9393 or <a href="mailto:enorris@tjco.org">enorris@tjco.org</a> by October 23, 2017 so catering arrangements may be confirmed.</i>  | Ellen Norris               |
| <b>6:15 PM</b>                                  | <b><i>Call to Order, Welcome &amp; Declaration of Quorum</i></b>  | Ronnie Currin              |
| <b>6:16 PM</b><br><i>Motion to approve</i>      | <b><i>Approval of Agenda</i></b>  | Ronnie Currin              |
| <b>6:17 PM</b><br><i>Receive as information</i> | <b><i>Recognitions and Presentations</i></b> <ul style="list-style-type: none"><li>• Introduction of Program Analyst, Lyndsay Gavin (<i>Agenda Page 1</i>)</li><li>• Triangle J Area Agency on Aging Wins National Area Agencies on Aging (n4a) <i>Aging Innovations and Achievement Award</i> and TJCOG Livability Self-Assessment &amp; Toolkit Wins <i>NADO Innovation Award</i> (<i>Agenda Page 3</i>)</li><li>• Overview of the Triangle J Area Agency on Aging's Regional Long Term Care Ombudsman Program (<i>Agenda Page 5</i>)</li><li>• Presentation on the Research Triangle Regional Partnership (<i>Agenda Page 7</i>)</li></ul> | Andrea Eilers              |
| <i>Receive as information</i>                   |   | Mary Warren                |
| <i>Receive as information</i>                   |   | Autumn Cox<br>Victor Orija |
| <i>Receive as information</i>                   |   | Lee Worsley<br>Ryan Combs  |

—continued—

**October 25, 2017 Board of Delegates Agenda – continued**

| <b><u>Time</u></b>   | <b><u>Item</u></b>   | <b><u>Official</u></b>  |
|--|--|---|
| <b>7:27 PM</b><br><i>Motion to approve</i>   | <b>Consent Agenda</b><br><i>Items on the Consent Agenda are considered routine and will be enacted by a single motion unless a member of the Board requests an item be removed from the Consent Agenda. Any item removed from the Consent Agenda will be considered individually as part of the regular agenda.</i> <ul style="list-style-type: none"><li>• Approval of Transportation Demand Management Program expenditures and resolution (<i>Agenda Page 9</i>)</li><li>• Approval of Board of Delegates minutes – August 23, 2017 (<i>Agenda Page 13</i>)</li></ul> | Andrea Eilers<br>Ellen Norris                                 |
| <b>7:27 PM</b>   | <b>Old Business</b><br>None at this time.  |   |
| <b>7:27 PM</b><br><i>Determine next steps</i><br><br><i>Receive as information</i> | <b>New Business</b> <ul style="list-style-type: none"><li>• Regional Summit Recap &amp; Next Steps (<i>Agenda Page 23</i>)</li><li>• Update from TJCOG Forum Members (<i>Agenda Page 25</i>)</li></ul>   | Alana Keegan<br>Lee Worsley<br>Don Rains<br>Kathleen Ferguson |
| <b>7:43 PM</b><br><i>Receive as information</i>                                    | <b>Chairman’s Report</b>   | Ronnie Currin   |
| <b>7:48 PM</b><br><i>Receive as information</i>                                    | <b>Executive Director’s Report</b>   | Lee Worsley   |
| <b>7:50 PM</b><br><i>Receive as information</i>                                    | <b>Around the Region</b>   | Group   |
| <b>7:55 PM</b>   | <b>Other Business</b>  | Ronnie Currin   |
| <b>8:00 PM</b>   | <b>Adjourn</b>   | Ronnie Currin   |

**Triangle J Council of Governments  
Mission Statement**

*To serve as an intergovernmental organization for local elected officials  
that works proactively on regional issues in order to sustain and improve the quality of life for our citizens.*

## Triangle J Board of Delegates Meeting Agenda Comments – October 25, 2017

Agenda Section: Recognitions and Presentations  
Introduction of Program Analyst, Lyndsay Gavin

---

***Background:*** Lyndsay Gavin is the new Program Analyst on the Energy and Environment team. She will be updating and performing the annual impact analysis for the Transportation Demand Management (TDM) program as well as providing support to the Triangle Clean Cities Coalition and Economic Development programs.

Lyndsay recently completed her Masters in Public Health from Yale University. She has a Bachelor's degree in Environmental Engineering from the University of Wisconsin and spent three years working as an environmental engineer for an oil company in Texas, where she implemented a water recycling system that prevented the pollution of over 9 million gallons of water. Her professional interests lie in statistical analysis of health and environmental data, state and federal environmental permitting, emissions calculation and reporting, and environmental policy analysis. Lyndsay is enjoying settling into her new home in Carrboro and spends most evenings and weekends running or mountain biking on the Wilson Park trails.

***Recommendation(s):*** It is recommended that the Board of Delegates welcome the newest member of the Planning Department Staff.

***Staff Responsible for Technical Support:*** Andrea Eilers, Energy and Environment Program Manager.



## Triangle J Board of Delegates Meeting Agenda Comments – October 25, 2017

Agenda Section: Recognitions & Presentations

*TJCOG Livability Self-Assessment Tool and Toolkit for Local Governments Wins National Awards*

---

***Background:*** As our region faces continued significant growth, it is estimated that the number of residents age 65 and over will increase from 241,835 in 2014 to 529,791 in 2034. This shift in demographics means that local governments must think about a wide array of “livability” factors to adapt and serve the aging population. The *TJCOG Livability Self-Assessment Tool and Toolkit for Local Governments* was created in 2013 as a joint effort between the Area Agency on Aging and the Regional Planning department, to help member governments understand how livable their community is for older adults.

The Livability Self -Assessment tool uses easily accessible information in determining a community’s livability in a number of key areas, as it relates to the needs of aging adults and those with disabilities. An accompanying toolkit provides recommendations for further action steps in each of the areas evaluated on the tool. When used together, the tool and toolkit help to facilitate awareness of the needs of aging adults and those with disabilities, and provides a framework for local discussion and planning to address barriers to livability.

Most recently, the Town of Smithfield conducted a pilot of the toolkit with the support of TJCOG Planner Julia Katz. The City/County of Durham will begin a joint effort with the toolkit in the coming months. The tool and toolkit are available for use by any member of Triangle J Council of Governments.

The Triangle J Area Agency on Aging was honored with an *Aging Achievement Award* by the National Association of Area Agencies on Aging (n4a) for its work in the development of the *TJCOG Livability Self-Assessment Tool and Toolkit for Local Governments*. Triangle J was among 52 local aging programs to receive honors at the n4a Annual Conference & Tradeshow, July 29-August 2 in Savannah, GA.

The 2017 n4a *Aging Innovations and Achievement Awards* recognizes Area Agencies on Aging for programs that develop and implement cutting-edge approaches to support older adults, people with disabilities and their family caregivers. Said n4a’s Chief Executive

Officer Sandy Markwood, “Our members work tirelessly, and with little fanfare in their communities, and this program enables us to shine a well-deserved spotlight on their critical work to support older adults’ health, safety, independence and dignity.” WellCare Home Health Care is the sponsor for the awards program at n4a.

Triangle J also received an Innovation Award from the National Association of Development Organizations (NADO) for its work in the development of the *TJCOG Livability Self-Assessment Tool and Toolkit for Local Governments*. The Livability project was one of 80 projects spanning 21 states to be honored at the NADO Annual Training Conference, September 9-12 in Anchorage, Alaska.

The Innovation Awards honor NADO members for their creative approaches to advancing regional community and economic development and improved quality of life. Recipient projects have made significant impacts on their regions and demonstrate the diversity of services and program delivery provided by regional development organizations across the country.

With the relevancy and urgency of this issue for local governments in the region and across the country, it is no surprise that the *TJCOG Livability Self-Assessment Tool and Toolkit for Local Governments* was selected as a recipient of two national awards.

**Recommendation(s)**: It is recommended that the Board receive the information, congratulate the TJCOG staff, and share with their individual communities.

**Staff Responsible for Technical Support**: Mary Warren, Area Agency on Aging Director; Julia Katz, Planner; Alana Keegan, Engagement Specialist.

## Triangle J Board of Delegates Meeting Agenda Comments – October 25, 2017

Agenda Section: Recognitions and Presentations

Overview of the Triangle J Area Agency on Aging's Regional Long Term Care Ombudsman Program

---

***Background:*** A Regional Long Term Care Ombudsman is an advocate for residents' rights and is responsible for investigating complaints made by, or on behalf of, nursing and adult care home residents. Ombudsmen work with residents, family members, concerned citizens, and facilities, as well as public and private agencies to enhance the quality of care and quality of life for residents in long-term care facilities.

In North Carolina, the Ombudsman Programs are housed in the Area Agency on Aging of each Council of Governments. Triangle J's 5 ombudsmen address resident's rights issues in facilities throughout the seven counties in our region. The ombudsman program relies heavily on Community Advisory Committee (CAC) members to visit the facilities in the county they serve to ensure resident's rights are upheld. CAC members are volunteer advocates appointed by the County Commissioners to serve on the nursing and adult care home community advisory committees.

Victor Orija is the State Long Term Care Ombudsman and has oversight responsibility for the Ombudsman programs across North Carolina. At tonight's meeting, Mr. Orija will present an overview of the Regional Long Term Care Ombudsman program

***Recommendation(s):*** This presentation is for information purposes only.

***Staff Responsible for Technical Support:*** Autumn Cox, Regional Long Term Care Ombudsman.

## Bio for Victor Orija

Victor Orija joined the NC Division of Aging and Adult Services in January 2015 as the Ombudsman Program Specialist. Effective June 2016, he became the State Long-Term Care Ombudsman (SLTCO). The SLTCO has statewide programmatic oversight for the Ombudsman program. The Ombudsman program advocates for about 90,000 residents who live in NC's long-term care facilities, which include nursing homes, adult care homes, and family care homes.

Between 2002 and 2015, Victor worked with the Delaware Department of Health and Social Services (State Unit on Aging) in various capacities that included contract management, nursing home transition / systems change grant, Senior Medicare Patrol, Legal Services Developer, and the last 9 years as the State Long-Term Care Ombudsman. He started his career in the chemical industry and worked in Delaware, North & South Carolina, and Virginia.

Victor is a past recipient of the Golden Apple Award from Quality Insights of Delaware (QIO), and the Advocacy Award from Delaware's Health Care Facilities Association. In 2016, he received the Sharon Wilder Advocacy Award from NC's Friends of Residents. Victor is an active member of the National Association of State Long-Term Care Ombudsman Programs (NASOP), former treasurer of NASOP and currently 1<sup>st</sup> Vice President of NASOP.

Victor has a BS degree from the University of Delaware, an MPA from the University of North Carolina in Charlotte. Victor also attended the John Marshall Law School, Atlanta, GA.

## Triangle J Board of Delegates Meeting Agenda Comments – October 25, 2017

Agenda Section: Recognitions and Presentations

Presentation on the Research Triangle Regional Partnership (RTRP)

---

***Background:*** Ryan Combs, Executive Director of the Research Triangle Regional Partnership will be at the Board meeting to introduce himself and to discuss his vision for RTRP as its new Executive Director.

***Recommendation(s):*** This presentation is for information purposes only. The Board should feel free to engage in a conversation with Mr. Combs regarding any questions about RTRP.

***Staff Responsible for Technical Support:*** Lee Worsley, Executive Director.



## **Triangle J Board of Delegates Meeting Agenda Comments –October 25, 2017**

Agenda Section: Consent Agenda

Approval of Transportation Demand Management Program expenditures and resolution

***Background:*** Triangle J administers the Triangle Transportation Demand Management Program under the 7-Year Transportation Demand Management Plan (TDM) for the Triangle. The TDM program promotes alternatives to the single-occupant vehicle for personal commuter transportation. TJCOG performs the following activities for the program:

- Serves as the flow-through agency to reimburse Local Partners (i.e., GoTriangle, Town of Chapel Hill, UNC Chapel Hill, Duke University, NC State University, City of Raleigh, SmartCommute@RTP, Wake Technical Community College, Orange County, and new applicants) and tracks required matching funds from partners in the following way:
  - Aggregates funding from the sponsors: state funds from NCDOT, and federal funds allocated by the Capital Area MPO and Durham-Chapel Hill-Carrboro MPO, and
  - Tracks matching funds from the Local Partners on quarterly invoices. Local Partners have certified that they will provide the required match.
- Issues a competitive “call for projects” from providers of TDM services,
- Facilitates an Oversight Committee of federal, state and MPO staff that works with applicants to refine their proposals and makes recommendations for funding,
- Conducts evaluation and monitoring activities of the grant program, including annual reductions in vehicle miles traveled and commuter behavior, and
- Implements the Best Workplaces for Commuters program in the Triangle Region.

***Impacts:*** The following travel, air quality, and energy saving impacts are due to the collective efforts of the aforementioned Triangle TDM service providers in FY16:

- 4.6 million vehicle trips avoided
- 61 million miles of commute miles traveled on our region’s roadways were reduced
- 2.6 million gallons of gasoline saved
- 28 million kilograms of CO2 emissions eliminated

- 31,921 alternative transportation users supported
- The Best Workplaces for Commuters program reached over 102,000 employees with 30 participating companies, reaching 1 out of 8 employees in the Raleigh/Durham/Chapel Hill metro region.

In the Triangle Regional 7-year Long Range Travel Demand Management Plan, a goal of 25% reduction in growth of vehicle miles traveled (VMT) per year was set. Through the Triangle TDM programs partnership, that goal was met or exceeded each year since 2009.

Table 1 provides a summary of the uses of the estimated budget for TDM marketing and outreach services in FY2019.

|  |             |
|--|-------------|
| TDM Service Delivery (pass-through funding)        | \$1,500,000 |
| Evaluation and Monitoring (TJCOG Staff/Contractor) | \$240,000   |
| TDM Administration (TJCOG Staff)                   | \$123,000   |
| FY2019 Total Program Budget                        | \$1,863,000 |

**Recommendation(s)**: Tonight, the Triangle J Board of Delegates is being asked to approve the total program budget for TDM activities in FY 2019 as outlined in the 7-Year Plan and guided by the Oversight Committee. Funding will provide:

- TJCOG administration of the grant program
- TJCOG evaluation and monitoring activities related to the grant program
- Regional TDM marketing and outreach services provided by GoTriangle and TJCOG (Best Workplaces for Commuters)
- Local TDM services

The Triangle J Board is also being asked to approve the attached resolution certifying that TJCOG has secured the required cost share from our Local Partners. We are requiring official letters from each partner certifying that they will provide the required cost match.

**Staff Responsible for Technical Support**: Andrea Eilers, Energy and Environment Program Manager.

**TRANSPORTATION DEMAND MANAGEMENT PROGRAM RESOLUTION**

**FY 2019 RESOLUTION**

Applicant seeking permission to apply for Transportation Demand Management Program (TDM) funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances, and the required local match

A motion was made by *(Board Member's Name)* \_\_\_\_\_ and seconded by *(Board Member's Name or N/A, if not required)* \_\_\_\_\_ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation receives funds from the North Carolina General Assembly to provide assistance for TDM programs; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of TDM program services and activities;

WHEREAS, Triangle J Council of Governments hereby assures and certifies that it will comply with the state Statutes, regulations, executive orders, and all administrative requirements related to the applications made to and grants received from the North Carolina Department of Transportation;

NOW, THEREFORE, be it resolved that the *(Authorized Official's Title)\** Executive Director of *(Name of Applicant's Governing Body)* Triangle J Council of Governments is hereby authorized to submit a grant application for state funding, provide the required local match, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide TDM management services and activities.

I *(Certifying Official's Name)\** Ellen Norris *(Certifying Official's Title)* Office Operations Manager do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the *(Name of Applicant's Governing Board)* Triangle J Council of Governments Board of Delegates duly held on the 25th day of October, 2017.

\_\_\_\_\_  
*Signature of Certifying Official*

***\*Note that the authorized official, certifying official, and notary public should be three separate individuals.***

Seal Subscribed and sworn to me *(date)* \_\_\_\_\_

\_\_\_\_\_  
*Notary Public \**

*Seal*

\_\_\_\_\_  
*Printed name and address*

My commission expires *(date)* \_\_\_\_\_





# TRIANGLE J COUNCIL OF GOVERNMENTS

*World Class Region*

## DRAFT

### Board of Delegates Meeting Minutes

Wednesday, August 23, 2017

*Delegates and Alternate Delegates Attending:*

Mark Wilson, Jr., Town of Archer Lodge  
 William Massengill, Jr., Town of Benson  
 Thomas Beal, Town of Broadway  
 Bethany Chaney, Town of Carrboro  
 Marc Phillips, Town of Carthage  
 Jennifer Robinson, Town of Cary  
 Ed Harrison, Town of Chapel Hill  
 Jim Crawford, Chatham County  
 Diana Hales, Chatham County (A)  
 Eddie Davis, City of Durham  
 Marilyn Gardner, Town of Fuquay-Varina

Ken Marshburn, Town of Garner  
 Kathleen Ferguson, Town of Hillsborough  
 Hank Dickson, Town of Holly Springs  
 Vickie Scroggins-Johnson, Town of Morrisville  
 Pamela Baldwin, Town of Pittsboro  
 Donald Rains, Town of Princeton  
 Ronnie Currin, Town of Rolesville  
 Rebecca Wyhof, City of Sanford  
 Bill Haiges, Town of Siler City  
 Erv Portman, Wake County  
 Greg Harrington, Town of Wake Forest

*Delegates Absent:*

Bill Jensen, Town of Apex (E)  
 Donald Andrews, Town of Broadway (A) (E)  
 Jessica Anderson, Town of Chapel Hill (A) (E)  
 Butch Lawter, Town of Clayton  
 James Hill, Durham County  
 Charlie Reece, City of Durham (A) (E)  
 Keith Branch, Johnston County (E)  
 Ted Godwin, Johnston County (A) (E)  
 Tim Sloan, Lee County  
 Penny Rich, Orange County (E)

Renee Price, Orange County (A) (E)  
 Michael Fiocco, Town of Pittsboro (A) (E)  
 Corey Branch, City of Raleigh (A) (E)  
 Lonnie English, Town of Robbins (E)  
 Ronnie Currin, Town of Rolesville  
 Frank Eagles, Town of Rolesville (A) (E)  
 Cheryl Oliver, Town of Selma  
 John Grimes, Town of Siler City (A) (E)  
 Glenn York, Town of Zebulon

(A) – Alternate Delegate      (E) – Excused Absence

*TJCOG staff attending:*

Lee Worsley, Executive Director  
 Renée Boyette, Admin. & Member Services Director  
 Matt Day, Principal Planner  
 Jenny Halsey, Planner II  
 John Hodges-Copple, Regional Planning Director

Mary Sell, Planner II  
 Mary Warren, Area Agency on Aging Director  
 Alana Keegan, Engagement Specialist  
 Ellen Norris, Office Operations Manager  
 Aspen Romeyn, Senior Planner

*Also Attending:*

Ken Byrd, Town of Aberdeen  
 John Cashion, Village of Pinehurst  
 Matt Leonard, Industrial Development Authority of  
 Halifax, Virginia

John McClain, Moore County Partners in Progress  
 Jeff Sanborn, Village of Pinehurst  
 Jim Simeon, Town of Southern Pines  
 Tom White, Chairman, Rates Tariff & Legal Review  
 Board #93

### ***Call to Order, Welcome & Declaration of Quorum***

Chairman Currin called the meeting to order at 6:15 PM and declared a quorum in attendance.

### ***Approval of Agenda***

Chairman Currin presented the agenda for the August 23, 2017 Board of Delegates meeting. *Mr. Phillips made a motion to approve the agenda as presented. Mr. Haiges seconded the motion; the motion was unanimously approved.*

### ***Recognitions and Presentations***

- **Triangle Area Rural Planning Organization receives NADO Excellence in Regional Transportation Award**

Chairman Currin asked John Hodges-Copple to present this item. Mr. Hodges-Copple stated that the Triangle Area Rural Planning Organization (TARPO) has been awarded a 2017 Excellence in Regional Transportation Award by the National Association of Development Organizations (NADO) for the TARPO Regional Bicycle Pedestrian Plan. He asked the Board to please join him in congratulating TJCOG Principal Planner, Matt Day, and the TARPO members on this award, as they developed the project. There were 19 awards presented throughout the nation and Mr. Day was the only one to receive it in North Carolina.

Mr. Hodges-Copple explained that TARPO's Bicycle & Pedestrian Planning Framework is designed to ensure that decisions across the region are being coordinated and serve as a vital tool in the prioritization of projects for funding. TARPO staff worked with a steering committee made up of staff and citizen representatives from each TARPO county (Orange, Chatham, Lee and Moore) to develop the regional planning framework, which is intended to serve as a policy guidance document rather than a replacement of the locally adopted plans. The policy guidance contained in the document can be used to inform decisions made at the state and local (municipal & county) levels as well. This program has had an impact on one in eight employees throughout the region and has reduced travel time, congestion and emissions for all.

- **Transportation Demand Management Program receives NADO Innovation Award**

Chairman Currin asked John Hodges-Copple to present this item. Mr. Hodges-Copple explained the purpose of the Triangle Transportation Demand Management (TDM) Program was to organize work around demand sites and determine how we encourage use. He explained that there are three separate funders for this program - NCDOT and two local MPO's. He introduced Jenny Halsey, Mary Sell and Jayne Langston as part of the TJCOG Energy and Environment team and stated that the TDM Program has been awarded a 2017 Innovation Award by the National Association of Development Organizations (NADO). He also recognized the Energy and Environment Program Manager Andrea Eilers as part of the team and stated that she was unable to be

present for tonight's meeting. He shared that as more residents move into the Triangle, along with it comes more traffic and additional externalities like congestion, decreased air quality and increased travel times throughout the main corridors. The TDM program promotes alternatives to the single-occupant vehicle for personal commuter transportation. The following travel, air quality, and energy saving impacts were accomplished due to the collective efforts of the Triangle TDM service providers in FY16:

- 4.6 million vehicle trips avoided
- 61 million commute miles reduced
- 2.6 million gallons of gasoline saved
- 28 million kilograms of carbon dioxide emissions eliminated
- 31,921 alternative transportation users supported

Chairman Currin congratulated the TDM program staff on the award.

- **Recognition of FY2017 Chairman Ed Harrison**

Chairman Currin commended Chapel Hill Town Council Member Ed Harrison for serving as Chairman of the Triangle J Board of Delegates for Fiscal Year 2017 (July 1, 2016 - June 30, 2017). He stated that the Board appreciated his loyal and dedicated service this past year. He also stated that Mr. Harrison previously served as Secretary/Treasurer, Second Vice-Chair and First Vice-Chair of the TJCOG Board and will now serve Triangle J as Immediate Past Chairman during FY2018. Chairman Currin presented a plaque and gift in appreciation for his service. Mr. Harrison stated he enjoyed his service on the Board and he thanked Chairman Currin and the Board for the award and gift.

### ***Special Order of Business***

- **Request for membership in TJCOG – Town of Aberdeen**

Chairman Currin stated that the Town of Aberdeen, located in Moore County, is requesting membership in Triangle J, effective August 23, 2017. At its June 26, 2017 meeting the Aberdeen Town Council adopted a resolution accepting and approving Triangle J's Bylaws and Charter Resolution and is now petitioning for membership in Triangle J. Also at the June meeting, the Mayor appointed Councilman Kenneth Byrd to serve as the delegate and Councilman Joe Dannelley to serve as the alternate delegate to the TJCOG Board of Delegates. Chairman Currin introduced Mr. Byrd and asked him to provide introductory remarks about his jurisdiction. Mr. Byrd stated that Aberdeen, which incorporated in 1888, was a booming town that had doubled in size in five years with a little over 8500 people.

Mr. Worsley stated that, after one year of conversations, he was excited with the package deal of adding Aberdeen, Pinehurst and Southern Pines. He recognized and thanked John McClain who took the lead in these conversations and worked with those three towns on coordinating planning issues around growth and he recognized and thanked Jeff Sanborn, the manager of Pinehurst.

Chairman Currin requested that the Board of Delegates welcome Mr. Byrd and approve the Town's membership in TJCOG. *Ms. Ferguson made a motion to approve the Town of Aberdeen's membership in TJCOG. Mr. Davis seconded the motion; the motion was unanimously approved.*

Mr. Byrd presented the framed town seal to Chairman Currin for display on the membership wall.

- **Request for membership in TJCOG – Town of Micro**

Chairman Currin stated that the Town of Micro, located in Johnston County, is also requesting membership in Triangle J, effective August 23, 2017. At its August 9, 2017 meeting the Micro Town Commission adopted a resolution accepting and approving Triangle J's Bylaws and Charter Resolution and is now petitioning for membership in Triangle J. At the September Town Commission meeting, the Mayor will appoint a delegate and alternate delegate to serve on the TJCOG Board of Delegates.

Chairman Currin stated that there were no representatives attending from the Town of Micro and he asked Mr. Worsley to make introductory remarks. Mr. Worsley stated that Micro reached out through the Department of Commerce and has a population of about 450.

Chairman Currin requested that the Board of Delegates approve Micro's membership in TJCOG. *Mr. Andrews made a motion to approve the Town of Micro's membership in TJCOG. Ms. Ferguson seconded the motion; the motion was unanimously approved.*

Chairman Currin pointed out that a framed seal will soon be displayed on the membership wall.

- **Request for membership in TJCOG – Village of Pinehurst**

Chairman Currin stated that the Village of Pinehurst, located in Moore County, was also looking forward to joining Triangle J effective August 23, 2017 and he introduced John Cashion. Mr. Cashion stated that at its July 11, 2017 meeting the Village Council adopted a resolution accepting and approving Triangle J's Bylaws and Charter Resolution. Also at the July meeting, Mayor Nancy Fiorillo said she would serve as the delegate and she appointed Council Member John Cashion to serve as the alternate delegate to the TJCOG Board of Delegates. Mr. Cashion stated that Mayor Fiorillo regretted being unable to attend tonight's meeting.

Chairman Currin requested that the Board of Delegates welcome officials from the Village of Pinehurst and approve the Village's membership in TJCOG. *Ms. Ferguson made a motion to approve the Village of Pinehurst's membership in TJCOG. Mr. Haiges seconded the motion; the motion was unanimously approved.*

Mr. Cashion presented the framed village seal to Chairman Currin for display on the membership wall.

- **Request for membership in TJCOG – Town of Southern Pines**

Chairman Currin stated that the Town of Southern Pines, located in Moore County, is also requesting membership in Triangle J, effective August 23, 2017 and that at its June 7, 2017 meeting the Town Council adopted a resolution accepting and approving Triangle J's Bylaws and Charter Resolution. Also at the June meeting, the Mayor appointed Council Member Carol Haney to serve as the delegate and Council Member Jim Simeon to serve as the alternate delegate to the TJCOG Board of Delegates. Mr. Simeon stated that he is very happy to be here with the Board and that the three Moore County towns are looking forward to working together. He stated that Ms. Haney regretted that she was unable to attend tonight's meeting and that everyone is welcome in the Sandhills.

Chairman Currin requested that the Board of Delegates welcome officials from the Town of Southern Pines and approve the Town's membership in TJCOG. *Mr. Phillips made a motion to approve the Town of Southern Pine's membership in TJCOG. Mr. Crawford seconded the motion; the motion was unanimously approved.*

Mr. Simeon presented the framed town seal to Chairman Currin for display on the membership wall.

### **Consent Agenda**

- **Approval of 2018 Calendar of Meetings for the Board of Delegates and Executive Committee**
- **Approval of May 24, 2017 Board of Delegates meeting minutes**

Chairman Currin presented the Consent Agenda of the August 23, 2017 Board of Delegates meeting for review and consideration. *Mr. Wilson made a motion to approve the consent agenda as presented. Ms. Baldwin seconded the motion; the motion passed unanimously.*

### **Old Business**

- **Update on TJCOG Regional Summit**

Chairman Currin asked TJCOG Engagement Specialist Alana Keegan to present this item. Ms. Keegan explained that the planning for the TJCOG Regional Summit, *A Future Together: Connecting Our Urban & Rural Communities*, has been underway for the past several months, with staff and regional partners collaborating to design programming that will reflect challenges and opportunities for both rural and urban local governments. She stated that 150 people had already registered for the event. She reminded all to register now if they had not done so, as the event is only a month away. The event will be held on September 28, 2017 at The Clayton Center and will engage a wide group. The event has great programming, a keynote panel, and a visioning session. She also reviewed the award packet.

Mr. Worsley thanked the TJCOG staff for their work on the event. He stated he was pleased with the theme of connecting and hopes everyone will be there.

### ***New Business***

- **Appointment of the 2018 Regional Legislative Committee**

Chairman Currin stated that the Triangle J Board of Delegates traditionally appoints a Regional Legislative Committee tasked with drafting updates to the TJCOG Regional Legislative Message in preparation for the upcoming session of the North Carolina General Assembly. The Committee also discusses and develops legislative activities related to the presentation of the legislative message to Region J's delegation in the General Assembly. The TJCOG Chairman serves as chair of the Regional Legislative Committee. He asked each member to confirm that they would be willing to serve for 2018 and asked for additional volunteers due to a few vacancies.

The following members confirmed that they are willing to continue to serve:

Ed Harrison, Town of Chapel Hill  
 Diana Hales, Chatham County  
 Jennifer Robinson, Town of Cary  
 Kathleen Ferguson, Town of Hillsborough  
 Vicki Scroggins-Johnson, Town of Morrisville  
 Pamela Baldwin, Town of Pittsboro  
 Donald Rains, Town of Princeton

The following members were either not present as indicated or no longer serve on the Board:

Rebecca Wyhof, City of Sanford – not present  
 Wendy Jacobs, Durham County  
 Penny Rich, Orange County – not present  
 Butch Lawter, Town of Clayton – not present  
 Ronnie Williams, Town of Garner – not present  
 John Boyette, Town of Wendell – not present  
 Sig Hutchinson, Wake County  
 James Roberson, Town of Knightdale – not present

Chairman Currin asked Ms. Boyette to follow up with members not present.

Ken Byrd and Jim Simeon volunteered to serve. Mr. Marshburn volunteered if Mayor Williams cannot continue to serve.

- **Appointment of FY 2018 Nominating Committee**

Chairman Currin stated that the Nominating Committee is responsible for developing a slate of nominees for Triangle J's 2018-2019 officer positions of chairman, first vice-chair, second vice-chair, and secretary/treasurer. The Nominating Committee is

generally comprised of 3-4 individuals, commonly past chairs of the TJCOG Board of Delegates. He also stated that the Nominating Committee is responsible for recommending nominees for any vacancies that occur during the fiscal year. Chairman Currin appointed the following members to the Nominating Committee to carry out these duties.

Ed Harrison – Chair  
 Pamela Baldwin  
 Greg Harrison  
 Jennifer Robinson

- **Adoption of A Resolution in Support of the Research Triangle Area Foreign Trade Zone Application for Expansion of the Service Area to include Halifax County, VA**

Chairman Currin asked Renée Boyette to present this item. Since there were new members present, Ms. Boyette gave an overview of the Foreign Trade Zone program. She stated that a Foreign Trade Zone is an area that a business can use to bring products into the US to reduce tariffs on products and that Triangle J administers the Research Triangle Area Foreign Trade Zone (FTZ #93) through a grant of authority from the Foreign Trade Zones Board of the U.S. Department of Commerce. In November 2012, the Foreign-Trade Zones Board issued Order No. 1872 approving the transition of FTZ #93 to the Alternative Site Framework (ASF) and expanded the service area to include Chatham, Durham, Franklin, Granville, Harnett, Johnston, Lee, Moore, Orange, Person, Vance, Wake and Warren counties. In January 2015 Sampson County was approved for inclusion in the service area of FTZ #93, bringing the service area to a total of fourteen counties. In addition, in November 2016 Wilson County was approved for inclusion in the service area of FTZ #93, bringing the service area to a total of fifteen counties.

Recently, representatives of the Halifax County, Virginia Industrial Development Commission (IDC) requested that the Research Triangle Area FTZ service area be expanded to include Halifax County, Virginia. The Research Triangle Area FTZ has the closest Port of Entry for Halifax County, VA and the county meets the FTZ regulation's adjacency requirement. The surrounding counties in Virginia are served by in-state zones; however Halifax County, VA does not meet the adjacency requirement for any of these zones. This request was endorsed by the FTZ #93 Rates, Tariff and Legal Review Board at their March 2017 meeting.

Expansion of the service area requires an application for ASF expansion be submitted to the US Foreign Trade Zones Board. TJCOG staff will work with the Halifax County, VA IDC staff to prepare these documents if the Board endorses this request.

Ms. Boyette explained that the final application requires the Grantee's governing body (Triangle J's Board of Delegates) adopt a formal resolution supporting the expansion application. Ms. Boyette presented a map of the current service area and explained that

Halifax County meets the adjacency requirements with the exception of the northeastern part of the county. She introduced Matt Leonard of the Industrial Development Authority of Halifax, Virginia. He thanked Ms. Boyette for her help and the description and he asked if there were any questions.

Marc Phillips asked how Triangle J benefits from this expansion. Ms. Boyette explained that the County pays a small fee application fee and, once approved, the business applying for zone status, will pay application, activation and annual fees. These fees allow the program to be self-supporting. These fees also pay for Ms. Boyette's time spent on the program, in addition to paying for outreach programs.

*Ms. Ferguson made a motion to adopt the Resolution in Support of the Research Triangle Area Foreign Trade Zone Application for Expansion of the Service Area to include Halifax County, VA. Ms. Chaney seconded the motion; the motion was unanimously approved.*

Mr. Tom White stated he is excited about the collaboration and thanked the Board for the consideration.

- **Authorization to submit US Economic Development Administration Economic Development District Application**

Chairman Currin asked Mr. Worsley to present this item. Mr. Worsley thanked the Board for giving the formal authority to submit the US Economic Development Administration Economic Development District application and stated he appreciated the Boards' support in the process. He stated he was able to secure a resolution of support from each county and letters of endorsement from the Governor and Secretary of Commerce. He reported that he had good conversations with Research Triangle Regional Partnership and other local economic developers and that the Comprehensive Economic Development Strategy needs to be updated. The Board of Delegates has consistently indicated that economic development is a top priority for the Triangle region and for Triangle J Council of Governments. The Board has indicated that TJCOG increase its capacity to provide service to our members in the area of economic development. Most of the regions in North Carolina are Economic Development Districts in partnership with the US EDA. The Triangle region is one of only two regions that does not have an EDD established. Last year, the Board of Delegates expressed its desire to form an EDD and staff has been working on putting together the application. Mr. Worsley stated that this will present "win-win" dollars for staffing, assisting with the needs of economic developers and for grant writing.

Finally, a letter from the Chairman of the TJCOG Board of Delegates is needed to formally submit the EDD application packet to US EDA.

Chairman Currin stated that the purpose of this item is to receive Board approval to submit the EDD application and to authorize him to sign the letter. *Ms. Ferguson made a motion to approve the submittal of the Triangle J Council of Governments' US Economic Development Administration Economic Development District Application and*

*to authorize Chairman Currin to sign the submittal letter. Ms. Gardner seconded the motion; the motion was unanimously approved.*

- **Presentation of Nominees and Selection of Region J Award Winners**

Chairman Currin asked Ms. Keegan to present this item. Ms. Keegan stated that during the closing session of the TJCOG Regional Summit on September 28 in Clayton, N.C., Board Chair Ronnie Currin will present awards to four individuals selected by the TJCOG Board of Delegates to receive the 2017 Region J Awards. Nominations opened in June 2017 and publicized to member governments and regional partners, and were closed for submission on August 16. The awards were advertised across all TJCOG digital channels including The Week Ahead, Facebook, Twitter, and LinkedIn, and promoted at all TJCOG member meetings with project stakeholders, regional county and municipal managers, and the Board of Delegates. The award categories are as follows:

- **2017 Region J Vision Award** – Recognizes non-elected officials who excel in excellence, innovation, collaboration and leadership in problem solving among local communities and partners.
- **2017 Region J Public Service Award** – Recognizes a state or local elected official for outstanding service to the region.
- **2017 Brian R. Benson Memorial Award for Community Appearance** – Honors physical projects, individual or community efforts or policies and programs that improve overall community appearance. The recipient exemplifies Brian's ideas of visionary, long-term benefit to a community through unique improvements in appearance or design.
- **2017 Regional Advocate Award** – Recognizes people who have given their time, talent and skills to the Triangle J Region, its communities and TJCOG programs and activities.

Ms. Keegan presented the slate of nominees and paper ballots and asked Board members to vote for one nominee in each category. Winners will be announced at the beginning of September, and will be invited to attend the award ceremony at the Regional Summit and celebration immediately afterwards.

### ***Chairman's Report***

Chairman Currin appointed Ken Marshburn as chair of the Region J Advisory Council on Aging. Chairman Currin thanked Mr. Marshburn and also thanked Jason Thompson for his service.

Chairman Currin encouraged all to attend the summit.

### ***Executive Director's Report***

Mr. Worsley reported that a copy of the Executive Director's Report is at each place. It is also attached to these minutes.

Mr. Worsley asked Ms. Romeyn to briefly discuss how TJCOG can help member governments with preparation for the census. She stated that TJCOG could help by getting addresses updated with the *Local Update of Census Addresses Operation* (LUCA) process. Accurate address counts impact federal funding. She stated that there will be training in December on how to address the updates in the spring.

***Around the Region***

Chairman Currin asked delegates and alternate delegates to speak on something they are proud about in their community.

***Other Business***

Having no further business, Chairman Currin requested the meeting be adjourned at 7:48 p.m.

---

Ellen Norris, Recording Officer

---

Ronnie Currin, Chairman

## Triangle J Board of Delegates Meeting Agenda Comments – October 25, 2017

Agenda Section: New Business  
Regional Summit Recap & Next Steps

---

***Background:*** The Triangle J Council of Governments Regional Summit, *A Future Together: Connecting Our Urban & Rural Communities*, was held on September 28<sup>th</sup> at The Clayton Center in Clayton, N.C. Roughly 200 elected leaders, managers, local government staff and regional partners joined the COG, intent on bridging the disconnect between urban and rural communities through communication and collaboration on regional issues.

The agenda included a dynamic keynote panel moderated by Adrienne Cole, Greater Raleigh Chamber CEO and President, that examined how perspective and innovation can allow business to grow in any size community. Breakout sessions looked at economic development, social isolation in older adults, affordable housing and millennials from a regional lens; and a lunch “visioning” activity that asked attendees to identify what they hoped to preserve and improve across the region in two generations. Engagement Specialist Alana Keegan will provide an overview of the output of this vision, highlight common sentiments from attendees on challenges, and engage the Board in discussion on potential COG initiatives to build this vision.

***Recommendation(s):*** It is recommended that the Board receive the information from the Regional Summit, discuss how best to leverage it, and determine next steps.

***Staff Responsible for Technical Support:*** Alana Keegan, Engagement Specialist.



## Triangle J Board of Delegates Meeting Agenda Comments – October 25, 2017

Agenda Section: New Business  
Update from TJCOG Forum Members

---

***Background:*** The North Carolina Association of Regional Councils of Governments has a group of elected officials that meets as “The Forum.” The Forum consists of one elected official from each of the 16 Councils of Governments in North Carolina. TJCOG’s Forum Delegate is Princeton Mayor and TJCOG Board member Don Rains. TJCOG’s Forum Alternate Delegate is Hillsborough Commissioner and TJCOG Board Member Kathleen Ferguson.

The Forum held a meeting on October 6, 2017 in New Bern to begin providing input on the State Association’s strategic planning process.

Delegate Rains and Alternate Delegate Ferguson will provide an update to the Triangle J Council of Governments Board of Delegates on the meeting.

***Recommendation(s):*** This presentation is for information purposes only.

***Staff Responsible for Technical Support:*** Lee Worsley, Executive Director.

