

Economic Improvement Council, Inc.

CSBG

Job Description

Job Title: Case Manager

Supervisor: Community Services Block Grant Director

Working Hours: 8:30 am – 5:00 pm (Normally)

Work Station: EIC Economic Resource Center

Duties and Responsibilities:

1. Be familiar with the community in general and the target poverty areas.
2. Assist in the organization of community groups and County Councils.
3. Recruit prospective program participants' for housing, education, training, and or job placements for the Self-Sufficiency Program.
4. Conduct initial interviews to obtain and compile information from the applicant that will be useful in the evaluation and subsequent placement.
5. Evaluate the applicant's needs that can be met by other agencies and make proper referrals.
6. Evaluate applicant's housing, education, employment and training needs and make appropriate referrals.
7. Provide needed supportive services to clients such as transportation and resume assistance.
8. Assure adequate follow-up of participants' job and housing placements.
9. Maintain close working relationships with all agency programs which include the Head Start, Weatherization and the Section 8 Housing Programs.
10. Provide appropriate counseling to participants when the need arises.
11. Maintain adequate records on each participant on the AR4CA Web.
12. Be familiar with the functions and requirements of each resource in the area.
13. Encourage participants to attend budget counseling, job and housing seminars/training.
14. Monitor and report participant assessments to the Community Services Block Grant Director.
15. Other duties as deemed necessary.

Desirable Skills and Qualifications:

1. Ability to be an advocate for low-income families.
2. Ability to work effectively with low-income families.
3. Ability to organize community groups.
4. Ability to make presentations at public and private meetings.
5. Possess good communication skills.

Education and Experience:

Associate Degree with at least one year experience in working with families, the public, or in a social program.

Job Description

Job Title: Case Manager/AR4CA Administrator

Supervisor: Community Services Block Grant Director

Working Hours: 8:30 am – 5:00 pm (Normally)

Work Station: EIC Economic Resource Center

Duties and Responsibilities:

- 1 Be familiar with the community in general and the target poverty areas.
- 2 Assist in the organization of community groups and County Councils.
- 3 Recruit prospective program participants' for housing, education, training, and or job placements for the Self-Sufficiency Program.
- 4 Conduct initial interviews to obtain and compile information from the applicant that will be useful in the evaluation and subsequent placement.
- 5 Evaluate the applicant's needs that can be met by other agencies and make proper referrals.
- 6 Evaluate applicant's housing, education, employment and training needs and make appropriate referrals.
- 7 Provide needed supportive services to clients such as transportation and resume assistance.
- 8 Assure adequate follow-up of participant job and housing placements.
- 9 Maintain close working relationships with all agency programs which include the Head Start, Weatherization and the Section 8 Housing Programs.
- 10 Provide appropriate counseling to participants when the need arises.
- 11 Maintain adequate records on each participant on the AR4CA Web.
- 12 Be familiar with the functions and requirements of each resource in the area.
- 13 Encourage participants to attend budget counseling, job and housing seminars/training.
- 14 Monitor and report participant assessments to the Community Services Block Grant Director.

Case Manager/AR4CA Administrator pg. 2

16. Verify applications for job/housing placements submitted to the AR4CA.
17. Follow-up on past assessments on participants.
18. Discharge participants from the AR4CA.
19. Complete the Year-End Report
20. Report staff progress to the Community Services Block Grant Director on a monthly basis.
21. Other duties as deemed necessary.

Desirable Skills and Qualifications:

1. Ability to be an advocate for low-income families.
2. Ability to work effectively with low-income families.
3. Ability to organize community groups.
4. Ability to make presentations at public and private meetings.
5. Possess computer skills needed to work effectively with databases.

Education and Experience:

Associate Degree with at least one year experience in working with families, the public, a business setting or a social program.

Economic Improvement Council, Inc.

Affirmative Action Plan

February, 2012

Equal Employment Opportunity (EEO) Policy Statement

It shall be the policy of the Economic Improvement Council, Inc. to extend equal employment opportunities to qualified applicants for employment without discrimination because of race, color, sex, national origin, religion, age, equal pay, disability, military status, and/or genetic information. All phases of employment will be administered so as to further the principal of equal employment opportunity. These phases include but are not limited to: recruitment, hiring, intern placement, promotion, transfer, reduction in force, termination, selection for Agency sponsored training, rates of pay, and other forms of compensation, use of facilities, and participating in Agency sponsored activities.

Purpose

The purpose of the Affirmative Action Plan (AAP) of the Economic Improvement Council, Inc. is to define the Equal Employment Opportunity policy, establish responsibilities for the Plan within the Agency and establish reasonable and attainable goals for recruiting, hiring, placing, promoting, training and compensating all employees in an equitable manner.

Dissemination of Affirmative Action Plan

1. Copies of the Affirmative Action Plan will be distributed to appropriate members of management which shall be available to all staff.
2. Program managers and supervisory personnel will be instructed on the Plan content so that the intent of the Plan and individual responsibilities are known, plus to ensure that the Plan is understood.
3. The Agency's EEO policy shall be printed in the Personnel handbook which is available to all employees.
4. Applicable posters regarding Equal Employment Opportunity are posted on employee bulletin boards in the Agency.
5. New employees are informed of the Agency's policy regarding equal employment opportunity during the New Employee Orientation process.
6. The Agency's policy regarding equal employment opportunity is also discussed in the process of orienting and training members of management.

7. The Agency's application for employment form includes the prominent annotation "An Equal Opportunity Employer."
8. Such elements of this plan as will enable employees to know of and avail themselves of its benefits is included.
9. The phrase "Equal Opportunity Employer" shall be used in all advertising. The phrase is listed on the Agency's letterhead and mailing envelopes. Recruiting advertisements are posted on the Agency's website and with the N.C. Employment Security Commission when job vacancies occur.
10. Purchase Orders are printed with the Equal Employment Opportunity tagline.
11. Should the Agency feature any employees in advertisements, both minorities and females will be featured.

Responsibility for Implementation of the Affirmative Action Plan (AAP)

The Economic Improvement Council, Inc. recognizes that the ultimate success of this Plan is largely dependent upon clearly defined areas of responsibility for implementation as well as total commitment of levels of management and employees toward achieving its goals.

- A. **The Executive Director** shall provide leadership and direction in the development, implementation and execution of the AAP. He/She shall:
 1. Assign responsibility for implementation of the AAP.
 2. Annually review the AAP with the Equal Employment Opportunity Officers to ensure their effectiveness.
 3. Monitor the Agency policy statement regarding Equal Employment Opportunities to assure it is current and compliant with the law.
 4. Ensure that the proper EEOC posters are displayed.
 5. Keep management informed of the latest developments in the equal opportunity area.
- B. **The Department Directors, CSBG, Head Start, Section 8 and Weatherization** are the Equal Employment Opportunity Officers and shall administer this Plan. Responsibilities include:
 1. Assisting in identification of problem areas and their solutions.

2. Auditing personnel practices in their departments to ensure that all applicants and employees receive consideration for employment, promotions, training, reduction in force, rehires, pay and all other forms of compensation without discrimination.
3. Monitoring advertising to ensure EEO tagline is included.
4. Investigating complaints concerning equal employment opportunities and report to the Executive Director for resolution and action.

The Plan shall be presented during both employee orientation and management training.

C. Program managers and other supervisory personnel responsibilities include:

1. Assisting in identifying problem areas.
2. Assisting in solutions to identified problems.
3. Monitoring hiring practices and ensure every effort is being made to achieve Agency goals.
4. Ensuring that promotions as well as other personnel practices provide equal employment opportunities without discrimination.

Examination of Personnel Policies and Procedures to Employment Practices

Personnel policies and procedures shall be reviewed and analyzed in light of applicable laws and the Agency's Equal Employment Opportunity objectives. The following shall receive specific attention:

- A. Composition of the workforce shall be analyzed to ensure that minority groups are continually given the same employment and promotion opportunities as others.
- B. Total employee selection processes, including application form, interview procedure, referral procedure and final selection process, shall be analyzed. The following actions shall and/or have been taken:
 1. Detailed job descriptions for each job title have been established and reviewed annually to ensure that the Agency identifies actual tasks performed and the importance of specific employee skills and qualifications needed for the job. Special attention shall be given to academic experience and skill requirements to ensure these requirements in themselves do not constitute inadvertent discrimination. Job specifications in all departments and locations shall be free from bias and discrimination.
 2. Job descriptions are used by members of management and supervision who are involved in the recruiting, screening, selection, and promotion processes.

3. The Employment Application do not list unnecessary items that may have a disproportionate impact on minorities and females, or calls for the identification of race, sex, or age, religion or disabling condition.
4. Interviewing procedures assure suitability of the applicant for the job in question. Applicant interviews are conducted by Program Managers, Program Directors, the Executive Director (for management positions) and other persons as necessary.
5. Referral procedures used for filling employment requisitions are non-discriminatory. Members of management are aware of the Agency's EEO policy and shall be instructed as to their individual responsibilities.
6. Personnel involved in recruiting, screening, selection, disciplinary and related processes are trained to not have biases in personnel actions.
7. Transfer and promotion practices shall be for equally available to employees. Openings in high-skilled jobs, when available, are filled without discrimination by promotion of highly qualified employees from within the Agency whenever possible.
8. On-the-job training is offered non-discriminately.
9. The Agency has in place a grievance policy contained in the Policy Manual so that problems can be settled as quickly as possible.

Evaluation Procedures

The Agency will continue to evaluate its affirmative actions by:

1. Making its commitment to equal employment opportunity known to area recruitment sources.
2. Keeping management updated on problems and progress.
3. Keeping the Executive Director up to date on progress of meeting the objectives of this Affirmative Action Plan.
4. Continuing to ensure avoidance of discriminatory problems relating to advancement of qualified minority and female employees by auditing Agency's promotions and transfers.
5. Continue ongoing evaluation of position descriptions to assure they accurately reflect position functions.
6. Continue to evaluate the selection process and train personnel involved in the selection process to ensure elimination of bias in all personnel actions.

Internal Auditing System

The EEO Officers will report to the Executive Director annually summarizing progress made in achieving objectives and report any problem areas found to exist. The EEO Officers will monitor records of referral, placements, transfers, promotions, and terminations in their departments to ensure that the Agency's non-discrimination policy is carried out.

Affirmative Action Policies

The Agency's EEOC and Harassment policies ensure employment opportunities without discrimination on the basis of race, color, sex, national origin, religion, age, equal pay, disability, military status, and genetic information. The Economic Improvement Council, Inc. will continue its efforts to provide affirmative action consideration of minorities, females, disabled individuals, military service individuals, and persons not currently in the workforce who have the requisite skills.

Sex Non-discrimination:

1. Jobs, job practices, seniority system, wages, hours, or other conditions of employment, training programs, retirement age, etc. are available equally to males and females.
2. Appropriate physical facilities are available to both sexes.
3. Females with young children are afforded the same employment opportunities as males with young children.

Disabled individuals:

1. The Agency will take affirmative action to employ, advance in employment, and otherwise treat qualified disabled individuals without discrimination based upon their physical or mental disability in employment practices such as recruiting, hiring, placement, promotion, reduction in force, termination, compensation or selection for training provided that they can fulfill the requirements of the job.
2. The Agency will provide reasonable accommodations to qualified disabled employees and applicants based on business necessity, employee safety and health, and financial cost and expenses. The accommodations will necessarily be individualized in most instances so as not to constitute an undue hardship on business operations.
3. Compensation offered for a qualified disabled individual will not be reduced because such individual is receiving other disability income or benefits from other sources.

Family and Medical Leave:

1. The Agency's FMLA policy defines the qualifications and procedures for family and medical leave.

Drug Free Workplace

The Agency's Drug and Alcohol policy sets forth a zero tolerance for the illegal use of controlled substances or drugs, or the misuse of legal drugs, and/or the use of alcohol while on duty. Therefore, the Agency is a drug free workplace. Employees violating the policy will be terminated.

Immigration Reform and Control Act

The Agency will, where applicable, comply with the Immigration Reform and Control Act and will require prospective employees to produce documentation establishing their identity and their authorization or eligibility to work in the United States.



Media of Eastern North Carolina

The Daily Reflector - The Daily Advance - The Rocky Mount Telegram
Bertie Ledger - Chowan Herald - Duplin Times - Farmville Enterprise - Perquimans Weekly
Standard Laconic - Tarboro Weekly - Times Leader - Williamston Enterprise
PO Box 1967, Greenville NC 27835
(252) 329-9500

| PAID VIA | |
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| <input type="checkbox"/> Cash | <input type="checkbox"/> Credit Card |
| <input checked="" type="checkbox"/> Check # | 115225 |
| Date Paid | 11/12/19 |

ECONOMIC IMPROVEMENT
PO BOX 549
EDENTON NC 27932

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| Copy Line: EIC INTENT TO APPLY |
| Size: 6.0 |
| Total Price: \$108.00 |

Account: 100030

Ticket: 318538

PUBLISHER'S AFFIDAVIT

**NORTH CAROLINA
Pasquotank County**

Tylanda Randolph affirms that he/she is clerk of Daily Advance, a newspaper published daily at Elizabeth City, North Carolina, and that the advertisement, a true copy of which is hereto attached, entitled EIC INTENT TO APPLY was published in said Daily Advance on the following dates:

Please see attached proof.

Wednesday, October 30, 2019

and that the said newspaper in which such notice, paper, document or legal advertisement was published, was at the time of each and every publication, a newspaper meeting all of the requirements and qualifications of Chapter 1, Section 597 of the General Statutes of North Carolina and was a qualified newspaper within the meaning of Chapter 1, Section 597 of the General Statutes of North Carolina.

Tylanda Randolph

Affirmed and subscribed before me this 30th day of October 2019

Aquichia Walker
(Notary Public Signature)

Aquichia Walker
(Notary Public Printed Name)

My commission expires 8-21-24



INTENT TO APPLY

The EIC-CSBG Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health & Human Services in Raleigh, NC in the amount of \$298,926 for the period of July 1, 2020- June 30, 2021. Funds will be used to alleviate the barriers of poverty for low-income families in the following counties: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington, through the provision of comprehensive case management which would include: employment, housing, budget counseling, educational/training, information & referral. For more information contact EIC: 482-4458 ext. 136



Media of Eastern North Carolina

The Daily Reflector - The Daily Advance - The Rocky Mount Telegram
Bertie Ledger - Chowan Herald - Duplin Times - Farmville Enterprise - Perquimans Weekly
Standard Laconic - Tarboro Weekly - Times Leader - Williamston Enterprise
PO Box 1967, Greenville NC 27835
(252) 329-9500

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| <input checked="" type="checkbox"/> Check # | 15225 |
| Date Paid | 11/12/19 |

ECONOMIC IMPROVEMENT
PO BOX 549
EDENTON NC 27932

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| Copy Line: | EIC INTENT TO APPLY |
| Size: | 6.0 |
| Total Price: | \$43.80 |

Account: 100030

Ticket: 318540

PUBLISHER'S AFFIDAVIT

NORTH CAROLINA
Chowan County

Tylanda Randolph affirms that he/she is clerk of Chowan Herald, a newspaper published daily at Edenton, North Carolina, and that the advertisement, a true copy of which is hereto attached, entitled EIC INTENT TO APPLY was published in said Chowan Herald on the following dates:

Please see attached proof.

Wednesday, October 30, 2019

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Aquichia Walker
(Notary Public Signature)

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PO Box 1967, Greenville NC 27835
(252) 329-9500

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ECONOMIC IMPROVEMENT
PO BOX 549
EDENTON NC 27932

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| Copy Line: EIC PUBLIC HEARING |
| Size: 6.0 |
| Total Price: \$108.00 |

Account: 100030

Ticket: 318541

PUBLISHER'S AFFIDAVIT

**NORTH CAROLINA
Pasquotank County**

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Wednesday, October 30, 2019

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Aquichia Walker
(Notary Public Signature)

Aquichia Walker
(Notary Public Printed Name)

My commission expires 8-21-24

PUBLIC HEARINGS ON CSBG PROGRAM

The EIC, Inc. will hold a Public Hearing in each of the following counties: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington on the continuation of funds from the NC Department of Health and Human Services, Office of Economic Opportunity in Raleigh, NC. The hearings will be held the week of November 11-15, 2019 from 10:00 am-2:00 pm. Funds will be used to alleviate the barriers of poverty for low-income families. The 2019 Anti-Poverty Plan and supportive documents may be reviewed by the public at EIC Resource Centers found on the website at eicca.org and the Edenton Administrative Office between 8:30 am -5:00 pm daily. Contact EIC 252-482-4458 Ext. 136.



Media of Eastern North Carolina

The Daily Reflector - The Daily Advance - The Rocky Mount Telegram
Bertie Ledger - Chowan Herald - Duplin Times - Farmville Enterprise - Perquimans Weekly
Standard Laconic - Tarboro Weekly - Times Leader - Williamston Enterprise
PO Box 1967, Greenville NC 27835
(252) 329-9500

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| <input checked="" type="checkbox"/> Check # | <u>115225</u> |
| Date Paid | <u>11/12/19</u> |

ECONOMIC IMPROVEMENT
PO BOX 549
EDENTON NC 27932

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|--------------|--------------------|
| Copy Line: | EIC PUBLIC HEARING |
| Size: | 6.0 |
| Total Price: | \$43.80 |

Account: 100030

Ticket: 318542

PUBLISHER'S AFFIDAVIT

NORTH CAROLINA
Chowan County

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**Economic Improvement Council, Inc.
712 Virginia Road
Post Office Box 549
Edenton, NC 27932
(252) 482 - 4458, Ext. 136**

ANTI-POVERTY PLAN SUMMARY
July 1, 2020 - June 30, 2021

Dr. Landon B. Mason, Executive Director
(252) 482-4458, Ext. 137

1. Executive Summary

Public Hearing on the Initial Plan

Public Hearing requirements 10A NCAC 97B. 0402 (3) is to hold hearings for the initial stages of the planning process.

A. Public Hearing Requirement

The Department of HHS requires the Economic Improvement Council to conduct a public hearing on the Community Services Block Grant Program. A Public Hearing is scheduled for November 11th – through November 15th, 2019. Notices regarding the public hearings are or will be published in the Daily Advance newspaper and the satellite offices.

B. EIC Program Operations

EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs within Region "R" of the State of North Carolina. Counties comprising the Region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington.

C. Community Needs Assessment

The Economic Improvement Council, Inc. is located in the Northeastern section of North Carolina. Its northern boundary joins the State of Virginia. The ten counties are predominately rural with a very high incidence of poverty.

In assessing the needs of the communities during the first year of our three year period, (1) Limited job opportunities and (2) Lack of affordable housing were the two priorities. The FSS Program addresses the needs of the entire family and gives the CSBG staff the opportunity to coordinate and focus on programs with multiple resources; so that customers and community groups can find integrated resources to solve inter-related problems.

D. ROMA Case Management (The CSBG Service)

Also known as "Self-Sufficiency", at a minimum, the following elements is included in a comprehensive/case management program:

- a. A comprehensive assessment of the issues facing the family is conducted.

- b. A written plan toward self-support for each family member is created.
- c. A comprehensive assortment of services is made available as needed to implement the plan for self-support, including the use of available community resources.
- d. A case management strategy is used to track and evaluate progress and the plan is adjusted.

E. Board Structure (Tripartite Board)

The Board of Directors consists of 15 members and is constituted so as to assure that:

- a. One-third of the members of the board are elected public officials, holding office on the date of selection, or their representatives.
 - b. Not less than one-third of the members are persons chosen in accordance with democratic selection procedures adequate to assure that they are representatives of low-income individuals and families in development, planning, implementation, and evaluation of the program to serve low-income communities; and
- F. The remaining of the members are officials or persons from businesses, industries, the labor force, faith community, law enforcement, educational, or other major groups and interests in the community served.

G. CSBG Program

Purposes and Goals:

To provide industrial, agricultural, recreational and educational services to assist in the general economic well-being, health and welfare of the citizens in the Albemarle area to become more self-sufficient.

I. Goals will be accomplished through:

- i. The strengthening of the community capabilities for planning and coordinating the use of a broad range of Federal, State, and other assistance related to the elimination of poverty.
- ii. The organization of a range of services related to the needs of low-income families and individuals.
- iii. The greater use of innovative and effective community-based approaches of attacking the causes and effects of poverty.
- iv. Maximum participation of residents of the low-income communities.
- v. The broadening of the resources base of programs directed to the elimination of poverty.

II. Funding

The EIC/CSBG funding for the year 2020-2021 is \$285,027.

III. Proposed Project

Self-Sufficiency: This project will provide the opportunity for 50 low-income families to become self-sufficient through the provision of comprehensive support and self-help.

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Agenda

Call to order/Welcome..... Ms. Shaquera Jordan

Purpose..... Ms. Shaquera Jordan

Q & A.....

Adjournment.....

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Rachel Bryant
2. Alfred Gordon
3. Shaquna Jordan
4. Regina Lee
5. ~~Althea Wood~~
6. Antionette S. Wood
7. Myrtle Wood
8. Simone
9. _____
10. _____
11. _____
12. _____

Economic Improvement Council, Inc.

Community Services Block Grant 2020-2021 Anti-Poverty Plan

Public Hearing- Camden County Minutes

11/14/19

Opening and Welcome

The Gates County public hearing for the 2020-2021 Anti-Poverty Planning stage was called to order by Ms. Shaquera Jordan at 12:00pm. Ms. Jordan gave a welcome to all that attended.

Introduction

Ms. Jordan introduced herself to all the attendees, gave her title, what her job duties consisted of, and the benefits the Community Services Block Grant program could have for those enrolled.

Purpose

Shaquera gave the community the purpose of the public hearing which is required by DHHS.

The purpose of the public hearing is to make the public aware that we are re-apply for the funding of the Community Services Block Grant Program, how much we are applying for, and the goals we have set for those enrolled into our program.

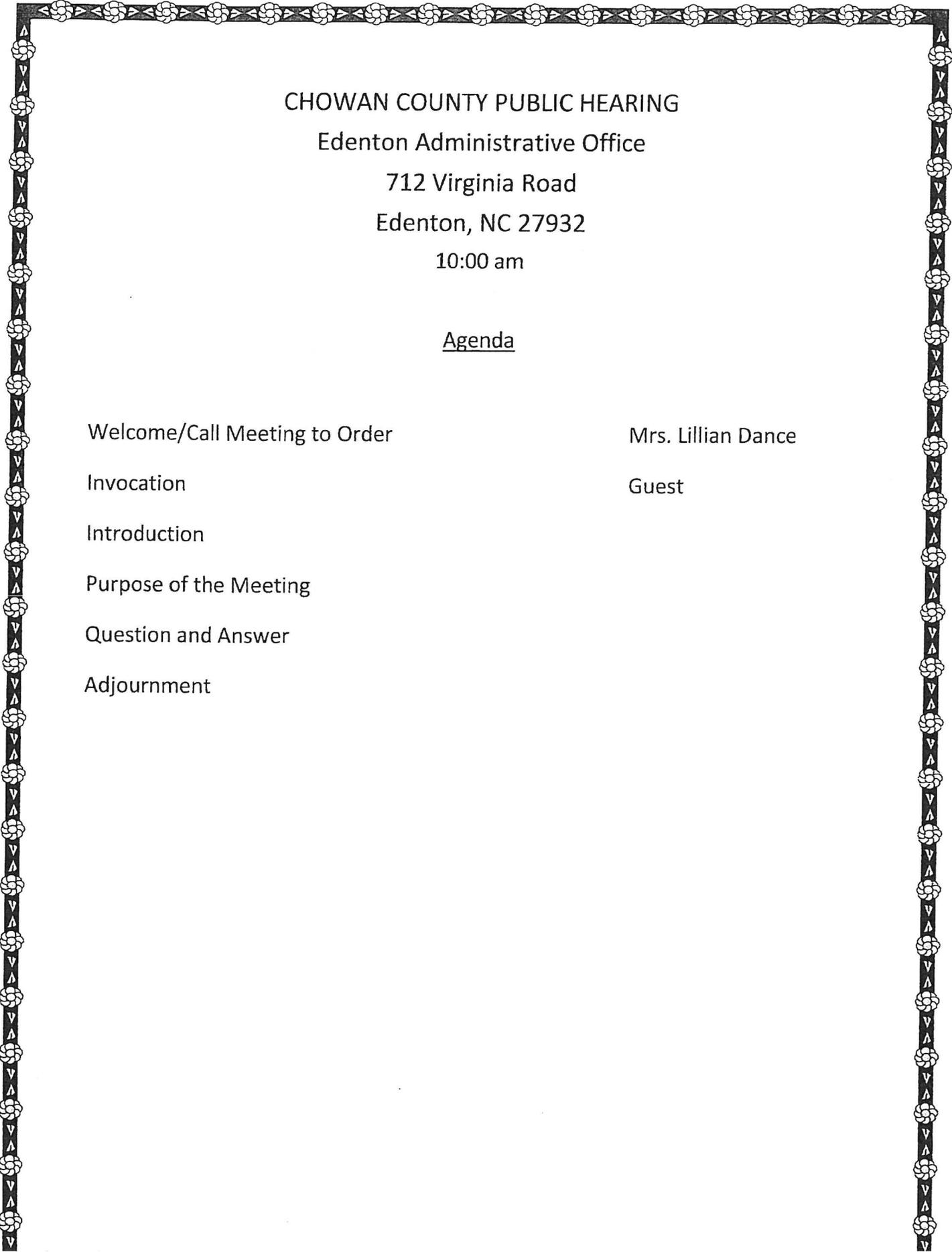
- We are applying for funding in the amount of \$298,926.
- We will utilize that funding to enroll 50 families and individuals in the program with the intent to focus on jobs, housing, and overall stability in that individuals household.
- Description of supportive services provided to customers.
- Networking with others to find help customers find employment and gain education.

Questions and Answer Period

No questions were asked so the meeting was adjourned.

Submitted by,

A handwritten signature in black ink, appearing to read "Shaquera Jordan". The signature is written in a cursive, flowing style.



CHOWAN COUNTY PUBLIC HEARING

Edenton Administrative Office

712 Virginia Road

Edenton, NC 27932

10:00 am

Agenda

Welcome/Call Meeting to Order

Mrs. Lillian Dance

Invocation

Guest

Introduction

Purpose of the Meeting

Question and Answer

Adjournment

CSBG PUBLIC HEARING
CHOWAN COUNTY EIC OFFICE
EDENTON, NC 27932
TUESDAY, NOVEMBER 12, 2019
10:00 AM

NAME

1. Lillian Dance
2. Dr. Jo Jo
3. Whitney Boardman
4. Brenda Leigh
5. Dawn A. M.
6. Ken Buehner
- 7.
- 8.
- 9.
- 10.

ECONOMIC IMPROVEMENT COUNCIL, INC

CSBG/FSS 20-2021 ANTI-POVERTY PLAN

PUBLIC HEARING- CHOWAN COUNTY

11-12-2019

OPENING AND WELCOME

The Chowan County Public Hearing for the 2020-2021 Anti-Poverty Planning stage was called to order by Mrs. Lillian Dance at 10:00 am

INTRODUCTION

Mrs. Dance stated the purpose of the public hearing which is required by DHHS:

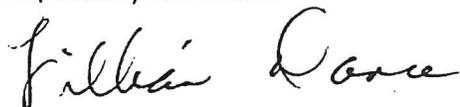
- To make the public aware of the intent to apply for CSBG Funding for the Family Self-Sufficiency Program
- To make the public aware of goals and activities which is to enroll 50 customers over the 10 county region in which our agency serve.
- Amount applying for: \$298,926
- Networking with community resources
- Supportive Services rendered to customers

QUESTION AND ANSWER PERIOD

- What are the qualifications:
 - Customers must be income eligible
 - First come first serve basis

No further discussion the meeting was adjourned.

Respectfully Submitted



Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Agenda

Call to order/Welcome..... Ms. Shaquera Jordan

Purpose..... Ms. Shaquera Jordan

Q & A.....

Adjournment.....

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Ernest Davenport

2. Tanya Cofield

3. Hertu Blount

4. Jaquar Spivey

5. Kia Ahe

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

Economic Improvement Council, Inc.

Community Services Block Grant 2020-2021 Anti-Poverty Plan

Public Hearing- Currituck County Minutes

11/14/19

Opening and Welcome

The Gates County public hearing for the 2020-2021 Anti-Poverty Planning stage was called to order by Ms. Shaquera Jordan at 2:30pm. Ms. Jordan gave a welcome to all that attended.

Introduction

Ms. Jordan introduced herself to all the attendees, gave her title, what her job duties consisted of, and the benefits the Community Services Block Grant program could have for those enrolled.

Purpose

Shaquera gave the community the purpose of the public hearing which is required by DHHS.

The purpose of the public hearing is to make the public aware that we are re-apply for the funding of the Community Services Block Grant Program, how much we are applying for, and the goals we have set for those enrolled into our program.

- We are applying for funding in the amount of \$298,926.
- We will utilize that funding to enroll 50 families and individuals in the program with the intent to focus on jobs, housing, and overall stability in that individuals household.
- Description of supportive services provided to customers.
- Made public aware that customers are needed in Currituck so they can refer anyone who may benefit from the program

Questions and Answer Period

No questions were asked so the meeting was adjourned.

Submitted by,

A handwritten signature in black ink, appearing to read "Shaquera J.", written over a horizontal line.

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Agenda

Call to order/Welcome.....Mrs. Wendy Hedgebeth

Purpose.....Mrs. Wendy Hedgebeth

Q & A.....

Adjournment.....

Economic Improvement Council, Inc.

2020-2021 Anti-Poverty Plan Summary

Dare County Public Hearing

Minutes

Call to order/Welcome

Mrs. Hedgebeth introduced herself and gave her title and what her job consisted of for the CSBG Program. She thanked everyone for taking the time to meet with her.

Purpose

To make the public aware of the intent to apply for the continuation of funding for the July 1, 2020-June 30, 2021 Community Services Block Grant Program/Family Self-Sufficiency Program. The program provides industrial, agricultural, recreational and educational services to assist in the general economic well-being, health and welfare of the citizens in the Albemarle area to become more self-sufficient.

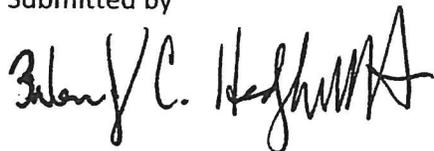
The strengthening of the community capabilities for planning and coordinating the use of a broad range of Federal, State, and other assistance related to the elimination of poverty.

The project will provide the opportunity for 50 low-income families to become self-sufficient through the provision of comprehensive support and self-help.

The EIC/CSBG funding for the year will be \$298,926.

Questions: There were none

Submitted by



Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Ivana Zdravickovska
2. Zilka C. Hedgcock
3. Dr. G. G.
4. 
5. Takeyia Berry
6. _____
7. _____
8. _____
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12. _____

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Agenda

Call to order/Welcome..... Ms. Shaquera Jordan

Purpose..... Ms. Shaquera Jordan

Q & A.....

Adjournment.....

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Clyde A.

2. Reem Davis

3. Naissa Lee

4. Alycia Moore

5. Monty Hoggard

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Economic Improvement Council, INC.

Community Services Block Grant 2020-2021 Anti-Poverty Plan

Public Hearing- Gates County

11/13/19

Opening and Welcome

The Gates County public hearing for the 2020-2021 Anti-Poverty Planning stage was called to order by Ms. Shaquera Jordan at 10:00am. Ms. Jordan gave a welcome to all members of the community that attended.

Introduction

Ms. Jordan introduced herself to all the attendees, gave her title, what her job duties consisted of, and the benefits the Community Services Block Grant program could have for those enrolled.

Purpose

Shaquera gave the community the purpose of the public hearing which is required by DHHS.

The purpose of the public hearing is to make the public aware that we are intending the re-apply for the funding of the Community Services Block Grant Program, how much we are applying for, and the goals we have set for our program.

- We are applying for funding in the amount of \$298,926.
- We will utilize that funding to enroll 50 families and individuals in the program with the intent to focus on jobs, housing, and overall stability in that individuals household.
- Ms. Jordan provided information as to how she sometimes links customers to other agencies in order to gain access to other resources in the community.

Questions and Answer Period

1. What is the age requirement for the program?
 - a. Customer must be 18 years of age.

No further questions therefore the meeting was adjourned.

Submitted by,



Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Agenda

Call to order/Welcome.....Mrs. Wendy Hedgebeth

Purpose.....Mrs. Wendy Hedgebeth

Q & A.....

Adjournment.....

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Zeleny C. Hedlund
2. Marta S. Bartell
3. Laura Whitley
4. Linda Johnson
5. Hawes Skaw
6. Kim Ditts
7. Kimberly Gibbs
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12. _____

Economic Improvement Council
Community Services Block Grant Program
Public Hearing for Hyde County
Meeting Minutes

Date: November 14, 2019

Time: 2:00 p.m.

Location: Ethel Whitaker Head Start Center

Case Manager for EIC CSBG Program: Wendy C. Hedgebeth

Welcome: Mrs. Hedgebeth, thanked everyone for their presence. She mentioned that she serves families in Washington, Tyrrell, Dare and Hyde Counties.

Ms. Hedgebeth: Mentioned that a brief summary will be given of the 2020-2021 Anti-Poverty Plan for each of the 10 counties being served by the CSBG Case Managers,

The Community Service Block Grant program is authorized under the Community Block Grant's Act. The purpose and goal of the program was explained in detail. That it is to assist local Community action agencies and other neighborhood-based organizations to reduce poverty and empower low -income families and individual to become fully self-sufficient.

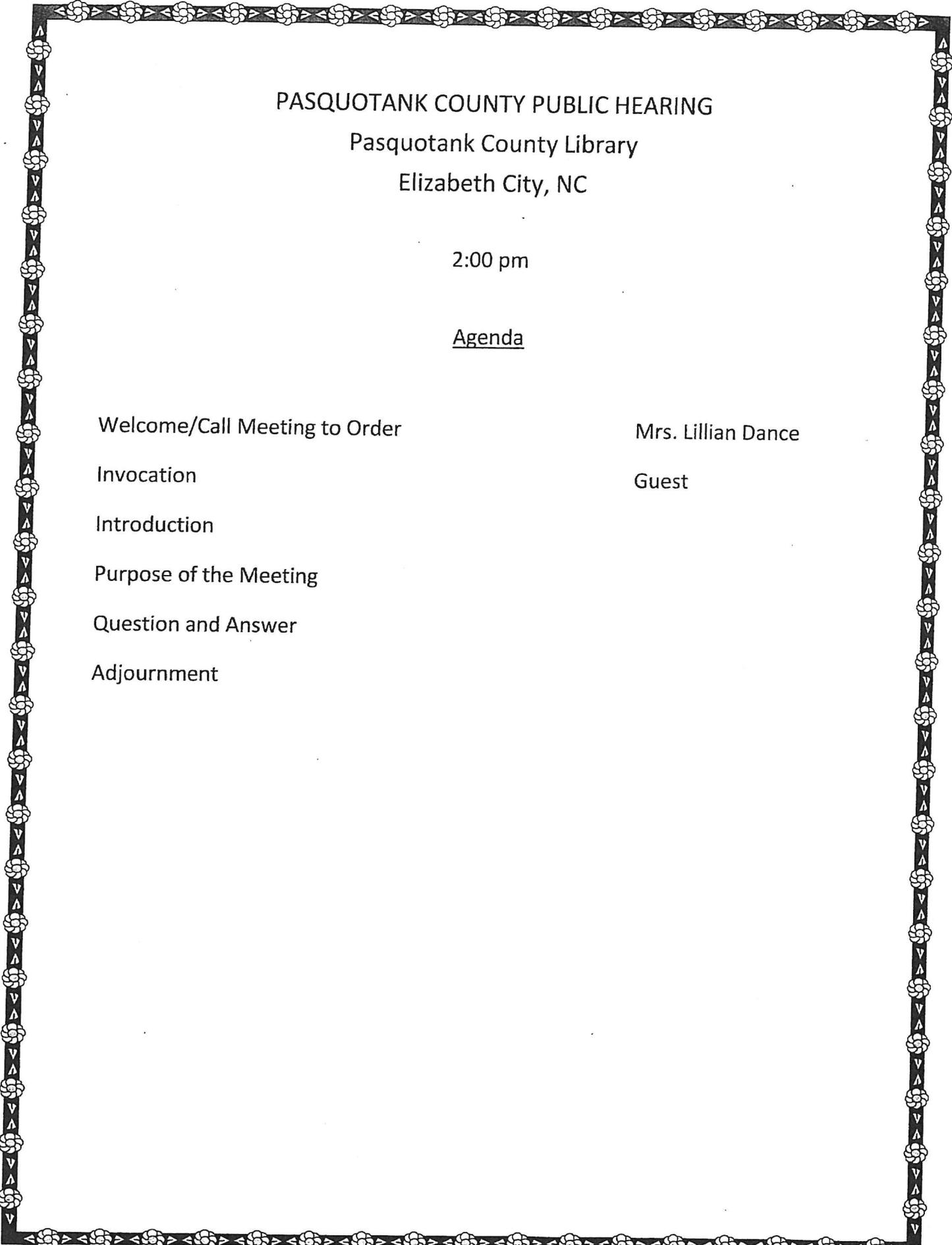
The CSBG program was also discussed during the presentation that the Economic Improvement Council, governed through a tripartite Board described in the Block Grant's Act. Regarding the representatives a third of the board were elected officials; a third is of low-income families, and the final third were from businesses, industry, labor force, faith-based community, law enforcement, education and others. Continued by noting that the board participates in the planning, implementation and the evaluation of the CSBG Program. The CSBG program will be funded for July 1, 2020 through July 2021 in the amount of \$298,926.

Mrs. Wendy C. Hedgebeth inquired if there were any questions. There were none.

Meeting adjourned

Submitted by





PASQUOTANK COUNTY PUBLIC HEARING

Pasquotank County Library

Elizabeth City, NC

2:00 pm

Agenda

Welcome/Call Meeting to Order

Mrs. Lillian Dance

Invocation

Guest

Introduction

Purpose of the Meeting

Question and Answer

Adjournment

CSBG PUBLIC HEARING
PASQUOTANK COUNTY LIBRARY
ELIZABETH CITY, NC 27909
TUESDAY, NOVEMBER 12, 2019
2:00 PM

NAME

1. Thelma S. Boone
2. David A. Boone
3. Lillian Dance
4. Pearl Sutton
5. Linda Johnson Spence
6. Shaquerra Jordan
7. Miguel L. Minor
8. Oliver Jones
9. Rev. Doris Aramb
10. Martha Brown
11. Jounn Cowell

ECONOMIC IMPROVEMENT COUNCIL, INC.

CSBG/FSS 2020-2021 ANTI-POVERTY PLAN

PUBLIC HEARING - PASQUOTANK COUNTY MINUTES

11-12-2019

Opening and Welcome

The Pasquotank County Public Hearing for the 2020-2021 Anti-Poverty Planning stage was called to order by Mrs. Lillian Dance at 2:00 pm. Mrs. Dance gave a welcome to all in attendance.

Introduction

Mrs. Dance introduced herself to the attendees and also gave her title and what her job consisted of.

Purpose

Mrs. Dance proceeded to state the purpose of the public hearing which is required by DHHS:

- To make the public aware of the intent to apply for the continuation of funding for the Community Services Block Grant Program Family Self-Sufficiency Program.
- Also to make the public aware of goals and activities which is to enrollment 50 families and individuals in the program with a focus on Jobs and Housing as well as the amount of funding in which we will be applying. That amount of funding we are applying for at this time is \$298,926
- Information referencing to networking with other resources in the community
- EIC board make-up and representation
- And Supportive Services rendered to customers

Question and Answer Period

1. What are the qualifications?
 - a. Customer must first be income eligible.
 - b. First come first serve basis
2. Are there services for persons with a criminal record?
 - a. We do not offer a re-entry program at this time.

Discussion- A discussion on the networking of other resources such as the Department of Social Services and local faith based organizations in regards to publicizing the program.

No further questions the meeting was adjourned.

Respectfully Submitted,

Lillian Dance

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Jai'Heim Morris

2. Jayla Freeman

3. Shufan

4. Janya Wild

5. Ushuk C. Best

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Economic Improvement Council, INC.

Community Services Block Grant 2020-2021 Anti-Poverty Plan

Public Hearing- Perquimans County Minutes

11/13/19

Opening and Welcome

The Gates County public hearing for the 2020-2021 Anti-Poverty Planning stage was called to order by Ms. Shaquera Jordan at 2:00pm. Ms. Jordan gave a welcome to all that attended.

Introduction

Ms. Jordan introduced herself to all the attendees, gave her title, what her job duties consisted of, and the benefits the Community Services Block Grant program could have for those enrolled.

Purpose

Shaquera gave the community the purpose of the public hearing which is required by DHHS.

The purpose of the public hearing is to make the public aware that we are intending the re-apply for the funding of the Community Services Block Grant Program, how much we are applying for, and the goals we have set for our program.

- We are applying for funding in the amount of \$298,926.
- We will utilize that funding to enroll 50 families and individuals in the program with the intent to focus on jobs, housing, and overall stability in that individuals household.
- Description of supportive services provided to customers.

Questions and Answer Period

No questions were asked so the meeting was adjourned.

Submitted by,

A handwritten signature in black ink, appearing to read "Shaquera Jordan". The signature is written in a cursive style with a large initial 'S'.

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Agenda

Call to order/Welcome.....Mrs. Wendy Hedgebeth

Purpose.....Mrs. Wendy Hedgebeth

Q & A.....

Adjournment.....

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Laticha Basnight
2. Kew Simmons
3. Zuley C. Hedgkott
4. Megan King
5. Thompson Spencer
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Economic Improvement Council, Inc.

2020-2021 Anti-Poverty Plan

Public Hearing –Tyrrell County

Minutes

Opening and Welcome

The Tyrrell County Public Hearing for the 2020-2021 Anti-Poverty Plan Summary was called to order by Mrs. Wendy C. Hedgebeth at 10:00am. She gave a Welcome and her title for the CSBG Program.

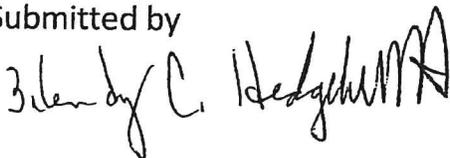
Purpose

- Mrs. Hedgebeth proceeded to state the purpose of the Public Hearing which is required by DHHS:
- EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State on North Carolina. Counties include: Camden, Dare, Currituck, Chowan, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington.
- She mentioned that she has to make the public aware of the goals and activities which they enroll 50 families and individuals in the CSBG Program.
- Information referencing to networking with other resources in the community
- EIC Board make-up and representation
- Supportive Services rendered to customers
- The EIC/CSBG funding for the year 2020-2021 is \$298,926.

Question/Answer

There were none.

Submitted by



Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Agenda

Call to order/Welcome.....Mrs. Wendy Hedgebeth

Purpose.....Mrs. Wendy Hedgebeth

Q & A.....

Adjournment.....

Economic Improvement Council

Family Self Sufficiency Program

Public Hearing

Sign in

1. Blondy C. Hedge
2. Shaqueer S. Jareh
3. Kimberly Williams
4. Rohi Noman
5. Zurki Noman
6. Hertha Klouet
7. Ja Jo
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Economic Improvement Council
Community Services Block Grant Program
Public Hearing for Washington County
Meeting Minutes

Date: November 12, 2019

Time: 10:00 a.m.

Location: Washington County Library

Case Manager for EIC Block Grant: Wendy C. Hedgebeth

Welcome: Mrs. Hedgebeth, thanked everyone for their presence. She mentioned that she serves Washington, Tyrrell, Dare and Hyde Counties.

Ms. Hedgebeth: Mentioned that a brief summary will be given of the 2020-2021 Anti-Poverty Plan for each of the 10 counties being served by the Case Managers,

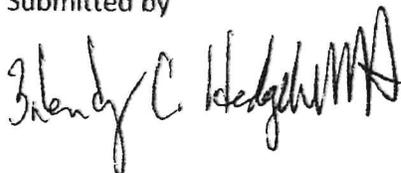
The Community Service Block Grant program is authorized under the Community Block Grant's Act. The purpose and goal of the program was explained in detail. That it is to assist local Community action agencies and other neighborhood-based organizations to reduce poverty and empower low-income families and individual to become fully self-sufficient.

The CSBG program was also discussed during the presentation that the Economic Improvement Council, governed through a tripartite Board described in the Block Grant's Act. Regarding the representatives a third of the board were elected officials; a third is of low-income families, and the final third were from businesses, industry, labor force, faith-based community, law enforcement, education and others. Continued by noting that the board participates in the planning, implementation and the evaluation of the CSBG Program. The CSBG program will be funded for July 1, 2020 through July 2021 in the amount of \$298,926.

Mrs. Wendy C. Hedgebeth concluded the meeting by thanking everyone for coming out the public hearing to hear a brief summary on the Anti-Poverty Plan for 2020-2021.

Meeting adjourned

Submitted by



LOCAL & STATE

DALE FISH sees held separate meetings in Chapel Hill.

The meetings came after Dan Gerlach, who was appointed ECU's interim chancellor in May, resigned on Saturday. The meetings, announced on Sunday, were

he had gone to a nightclub with several off-duty police officers and was chatting and taking selfies with students. He later apologized, saying he showed poor judgment, and explained

DALE FISH Infel section of and Reade streets while appearing to straddle two east-bound lanes.

The videos came from traffic/street surveillance cameras operated by the

CITY OF NORFOLK PBA of Norfolk Black-spokesman Justin Blackburn said his organization has no information about the videos. "PBA doesn't have any cases assigned to

ASSISTANT

Letchworth said. Assistant City Attorney Donald K. Phillips sent an email to both firms on Oct. 14 stating they

INTENT TO APPLY

The EIC-CSBG Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health & Human Services in Raleigh, NC, in the amount of \$298,926 for the period of July 1, 2020- June 30, 2021. Funds will be used to alleviate the barriers of poverty for low-income families in the following counties: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington, through the provision of comprehensive case management which would include: employment, housing, budget counseling, educational/training, information & referral. For more information contact EIC: 482-4458 ext. 136

Lawmakers OK absentee ballot changes

The consensus legislation keeps a promise to combat such fraud in the future, a key Republican sponsor of the bill said.

"Secure elections are the most fundamental tenet of a democracy, and the policies we enacted today are intended (to) ensure the activity that took place last year can never happen again," said Sen. Ralph Hise, a Mitchell County Republican, in a news release.

political operative working with Republican candidate Mark Harris, gathered hundreds of absentee ballots from Bladen County voters with the help of his assistants, witnesses told state officials.

Dowless' workers testified that they were directed to collect blank or incomplete ballots, forge signatures on them and even fill in votes for local candidates. Dowless and several workers now face criminal charges. The state board ordered a new election. Harris didn't run in the subsequent race, which was won narrowly on Sept. 10 by his successor as the GOP nominee, Dan Bishop.

Democrats also are in favor of the measure because it permanently restores early in-person voting on the last Saturday before state elections — something Republican lawmakers tried to end last year. The bill also would allow some counties to keep using touchscreen-only voting equipment for the March primary. They otherwise had to be out of service by this December and replaced.

Much of the legislation attempts to combat illegal ballot "harvesting," which occurred in the 9th Congressional District campaign, according to evidence collected in a State Board of Elections probe.

Leslie McCrae Dowless, a

Bill spurred by voter fraud in 2018 congressional race

BY GARY D. ROBERTSON
The Associated Press

RALEIGH — North Carolina legislators finalized changes on Tuesday to beef up mail-in absentee ballot rules and punishments for violations after a voting fraud investigation of a congressional race led to a new election this year.

The bipartisan measure, which got unanimous support in the Senate and near unanimous backing from the House, now heads to Democratic Gov. Roy Cooper for his expected signature.

restaurants will be served at AoAs Harvest Dinner in the

line dancing and ballroom. Sunday will conclude

THE DAILY ADVANCE

BINGO



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CPDASH

252-338-2131

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nsions, Arts of the Alb-

The Daily Advance

SCHOOL LIFE

In the neck (or back, or knee, or hip).

Your musculoskeletal system moves you. We have orthopedic specialists in Edenton to help you move better—with less pain, more range of motion, greater speed, and improved strength. Whether it's your shoulder, knee, hip, or other joints, life's too short to live with pain. Get all the orthopedic care you need, from initial consultations, to surgery, rehabilitation and post-op follow-ups, right here, close to home.



Call toll free 855-MYVIDANT (855-698-4326) to make an appointment with a doctor near you. VidantHealth.com/Chowan

WEDNESDAY, October 30, 2019

252-335-0352

Edward Jones
MAKING SENSE OF INVESTING

Member SIPC

PUBLIC HEARINGS ON CSBG PROGRAM

EIC, Inc. will hold a Public Hearing in each of the following counties: Camden, Chowan, Currituck, Dare, Hyde, Pasquotank, Perquimans, Tyrrell and Washington on the continuation of funds from the NC Department of Health and Human Services, Office of Economic Opportunity in Raleigh, NC. The hearings will be held the week of November 11-15, 2019 from 10:00 am-2:00 pm. Funds will be used to alleviate the barriers of poverty for low-income families. The 2019 Anti-Poverty Plan and supportive documents may be reviewed by the public at EIC Resource Centers located on the website at eiccaa.org and the Edenton Administrative Office between 8:30 am -5:00 pm daily. Contact EIC 252-482-4458 Ext. 136.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: January 6, 2020
Presenter: Chair, Vice-Chair, Commissioners, Manager
Attachment: Yes

ITEM TITLE: MANAGEMENT REPORTS

SUMMARY: This is a time for each Commissioner to give reports on their work representing the County.

Additionally, Commissioners may wish to bring up issues they wish to have followed up by the Board or by the County Manager.

The County Manager will give an oral update on various projects and other administrative matters.

RECOMMEND: Receive reports. Discussion and possible action as necessary.

MOTION MADE BY: PUGH
 SIMMONS
 PAHL
 SWINDELL
 TOPPING

MOTION SECONDED BY: PUGH
 SIMMONS
 PAHL
 SWINDELL
 TOPPING

VOTE: PUGH
 SIMMONS
 PAHL
 SWINDELL
 TOPPING

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: January 6, 2020
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

SUMMARY: The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: January 6, 2020
Presenter: Board of Commissioners

ITEM TITLE: CLOSED SESSION

SUMMARY: The County Manager may request entering Closed Session in accordance with **NCGS143A-318.11 (a)**

- 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law.
- 2) To prevent the premature disclosure of an honorary award.
- 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney client privilege.
- 4) To discuss matters relating to the location or expansion of industries or other businesses.
- 5) To establish or instruct the public body's staff or agent in negotiating the price or terms of a contract for the acquisition of real property by purchase; or compensation and terms of an employment contract.
- 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.
- 7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- 8) To formulate plans by a local board of education relating to emergency response to incidents of school violence.
- 9) To discuss and take action regarding plans to protect public safety.

RECOMMEND: Enter into Closed Session if required.

| | | |
|---|---|---|
| MOTION MADE BY: ___ PUGH (ENTER) ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING | MOTION SECONDED BY: ___ PUGH ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING | VOTE: ___ PUGH ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING |
|---|---|---|

| | | |
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| MOTION MADE BY: ___ PUGH (EXIT) ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING | MOTION SECONDED BY: ___ PUGH ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING | VOTE: ___ PUGH ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING |
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ACTION TAKEN IN OPEN SESSION:

| | | |
|--|---|---|
| MOTION MADE BY: ___ PUGH (ACTION) ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING | MOTION SECONDED BY: ___ PUGH ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING | VOTE: ___ PUGH ___ SIMMONS ___ PAHL ___ SWINDELL ___ TOPPING |
|--|---|---|



Save the Date



Albemarle Commission Area Agency on Aging Senior Nutrition Program would be honored if you choose to participate in the March for Meals campaign by helping deliver meals to our elderly, home-bound clients in your county during the month of March 2020.

In doing so, you can connect with your constituents in the community and help the Senior Nutrition Program bring awareness to the issue of senior hunger and isolation.

Opportunities are available Monday -Friday throughout the month of March beginning at 10:45 am.

Each route takes about an hour to complete.

Please contact Laura Rollinson, Administrative & Volunteer Coordinator at (252)404-7091 or lrollinson@accog.org to reserve your date.