



*Minutes*

*Executive Committee Meeting*

*6:30 p.m. - Thursday, September 11, 2025*

*Third Floor Conference Room*

*233 Middle Street, New Bern, NC*

**Executive Committee in Attendance:**

Roland Best, Lenoir County Commissioner  
Mark Brewington, County Manager Caucus Rep. (Pamlico County)  
Cindy Edwards, Treasurer (City of Jacksonville)  
Frank Emory, 1<sup>st</sup> Vice President (Jones County Commissioner)  
Cynthia Evans-Robinson, City of Havelock  
Bennie Heath, Greene County Commissioner  
Ed Riggs Jr., President (Pamlico County Commissioner)  
Bill Taylor, Caucus Rep., Carteret County (Town of Morehead City)  
Shane Turney, Caucus Rep., Craven County (Town of Trent Woods)  
Billy Ward, Caucus Rep., Duplin County  
Lorraine Washington, 2<sup>nd</sup> Vice President (Caucus Rep., Greene County)

**General Membership Board in Attendance:**

Carol DeMoranville, Town of Minnesott Beach  
Ryan Kelley, Town of Indian Beach  
Linda Marshall, Town of Alliance

**ECC Staff in Attendance:**

David Rosado, Interim Executive Director  
Carol Bell, Finance Director  
Kim Baker, Deputy Finance Director  
Jenny Miller, Consultant  
January Brown, Interim AAA Director  
Susan Wolf, Aging Tech-Admin Assistant

**Guests in Attendance:**

Knox Proctor, Attorney, Ward & Smith,

1. **Welcome, Invocation, and Call to Order** –Ed Riggs, Jr., President, called the meeting to order at 6:33 p.m. President Riggs welcomed everyone. Commissioner Bennie Heath provided the invocation.
2. **Adoption of Agenda** – President Riggs requested an addition to the Agenda under #4 Budget & Audit Committee Report Section- Item (f.) Request to Purchase the Aging Interactive Program be entered. He continued by asking if there were any questions or comments. There were no questions or comments, so President Riggs requested a motion to adopt the agenda with the addition.

*A motion to adopt the agenda as amended was made by Greene County Commissioner Bennie Heath and seconded by Lenior County Commissioner Roland Best; the motion was approved unanimously.*

3. **Consent Agenda** – Ed Riggs, Jr., President
  - a. **Minutes** – Executive Committee Meeting – August 14, 2025
  - b. **Area Agency on Aging Update**
  - c. **Local Government Services Update**

President Ed Riggs asked if there were any questions about the consent agenda or any items for discussion.

*A motion to approve the Consent Agenda was made by Lorraine Washington, 2<sup>nd</sup> Vice President, and seconded by Frank Emory, 1<sup>st</sup> Vice President; the motion was approved unanimously.*

4. **Budget & Audit Committee Report**
  - a. **Check Register**
  - b. **Financial Statements**
  - c. **FY 23-24 Audit Contract Update**
  - d. **Dues Update**
  - e. **NCLM Insurance Claim**
  - f. **Request to Purchase Aging Interactive Program (added/President Riggs)**

Treasurer Cindy Edwards stated they reviewed the financial statement activity through July 2025 and the check register, which is through August 2025. There were no questions or comments, so she continued by requesting Finance Director Carol Bell to go over the FY 23-24 Audit Contract status. Carol stated that the audit preliminary field work was done, and the write-up process has started; hopefully, we will hear more information by early next week. Treasurer Edwards then asked for an update on the Member Dues, to which Carol replied that only a couple remained unpaid and reminder letters were sent.

Next, Interim Executive Director Rosado reported on the status of the NCLM Insurance Claim. He explained the process, stated that an interview was conducted and claims started. He will continue to work on the claims with Attorney Knox Proctor, keeping everyone informed when updates are available.

Treasure Cindy Edwards continued to **Item (f.)** that was added to this evening's agenda by President Riggs. The ARPA program will end on September 30, 2025, and funds must be used or returned to the State. Ms. Edwards stated that the Budget and Audit Committee reviewed a request to use \$70,000.00 of the remaining funds to purchase an Interactive Aging Program for caregivers. This funding would be used to cover two years of the required startup software package (\$35,000/year) and associated costs. The Budget & Audit Committee recommends that this purchase be made and approved by the ECC Board.

*A motion to approve the purchase of the Interactive Aging Program for caregivers was made by Bennie Heath, Greene County Commissioner, and seconded by Bill Taylor, Carteret County Caucus Representative; the motion was approved unanimously.*

**5. North Carolina Railroad Company – Jamar Nixon, Business Development, Research & Analysis Manager, and Patrick Pierce, Director of Economic & Business Development**

Jamar Nixon opened the presentation with the background of NCRR, a private corporation that collaborates with government and economic partners to invest in growth and consult with communities on rail solutions for economic development. Patrick Pierce then spoke about their five areas of Economic & Industrial Development:

- Options Program- Secure land and improve/develop infrastructure
- Microgrant Program-Fund industrial site studies for future investment
- Brownfields Program-Fund additional site readiness work /redevelopment
- Build Ready Sites-Development and marketing of rail site in NC
- NCRR Invests-Funds costs associated with rail for locations in NC

From Charlotte to Port of Morehead City, NCRR offers economic development programs that offer grant funding to support the costs of rail infrastructure needs to industries and municipalities seeking to relocate and/or expand their location within the state. For further information or questions, contact Jamar or Patrick at [BusinessDevelopment@ncrr.com](mailto:BusinessDevelopment@ncrr.com) or 606-954-7601.

**6. Executive Director's Report - The following are some highlights of Interim Executive Director David Rosado's Report:**

- ECC Interim Executive Director Rosado attended the Opioid Summit Grounded in New Bern on August 28, 2025, at the Harrison Center. Leaders from across our 9-county region met for a conversation grounded in the ECC Needs & Gaps Assessment and partnered with the Recovery Alliance Initiative (RAI), along with JG Research, to discuss what's working, surface ongoing challenges, and explore how we can move forward together through regional collaboration.

The meeting established top priorities:

- Confirming Transportation
- Syringe Services
- Peer Support in Justice Settings
- Early Intervention

Future meetings will be held to review collaborative approaches to regional transportation networks, shared recovery housing, and mobile treatment services.

- The North Carolina Department of Commerce has contracted the University of North Carolina School of Government's ncIMPACT Initiative to assist in the development of the state's 2026 Comprehensive Strategic Economic Development Plan (CEDS). Throughout September, ncIMPACT will facilitate the NC Economic Development Listening Series, eight regional listening sessions, and one virtual statewide webinar designed to gather public input on regional strengths, challenges, and opportunities related to economic development.

A session is planned for our region on September 24, 2025, 10:00 AM to 11:45 AM, at the Coastal Carolina Community College, Jacksonville, NC.

- ECC partnered with the International Economic Development Council (IEDC), where communities of Cove City, Fremont, Magnolia, Maysville, New Bern, and Surf City participated in a 5-step project. The last step, conducting a workshop to discuss findings and recommendations, will be held on September 25, 2025, from 9 a.m. to 1 p.m. at ECC office 233 Middle St, O'Marks Bldg, 3<sup>rd</sup> floor.
- The Chairs (co-founders, Rep. John Bell & Rep. Robert Reives, and Senate co-chairs, Senator Jim Burgin & Senator Jay Chaudhuri) of the Economic Development and Foreign Trade (EDFT) Caucus in the North Carolina General Assembly have established a working group to study the opportunities of, and obstacles to, economic regionalization in North Carolina. All NC COGs Executive Directors have been invited to participate in the workgroup, which seeks to gather input on some of the challenges and opportunities facing local governments when it comes to economic development, regional planning, and interlocal cooperation.
- ECC General Membership Board members from Pamlico County have selected Mayor, Carol DeMoranville, Town of Minnesott Beach to be the Caucus Representative for Pamlico County and will now serve on the Executive Committee.

**7. Member Comments** – President Riggs asked if there were any member comments.

Ryan Kelley, Town of Indian Beach, announced appreciation to Angelia Pridgen, Ombudsman, for 25 years with Eastern Carolina Council Area Agency on Aging. He stated that such dedication is almost unheard of in today's world and wanted to thank her for such an accomplishment.

Cindy Edwards, Treasurer, City of Jacksonville, announced an invitation to a patriotic event, "Red White & Salute," on Friday, November 7<sup>th</sup>, 2025, at 5:00 p.m. in Jacksonville. The event will be free of charge admission with food trucks, vendors, and a light show.

**8. Closed Session – Attorney-Client Privilege & Personnel**

**Closed session pursuant to (if needed):**

- NC General Statute § 143-318.11 (a)(3)
- Attorney-Client Privilege and § 143-318.11 (a)(6)
- Personnel. G.S. 143-318.11(1) – Confidential Information

President Riggs stated that a Closed Session was needed this evening and asked for a motion.

*A motion to go into Closed Session was made by Frank Emory, 1<sup>st</sup> Vice President, and seconded by Cindy Edwards, Treasurer; motion passed unanimously.*

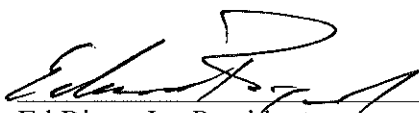
Closed Session was called at 7:40 p.m.

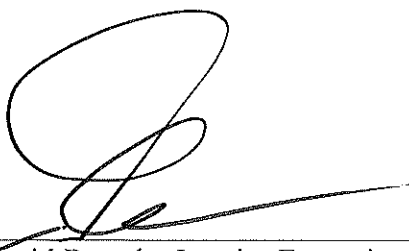
The open session resumed at 7:59 pm.

*A motion was made by Carol DeMoranville, seconded by 2<sup>nd</sup> Vice President Lorraine Washington, and approved unanimously, to permit the officers to use remaining funds available from ARPA, after purchasing the Aging Interactive Program, to pay bonuses to David Rosado and January Brown for their extraordinary efforts and extra work to retain them in their interim positions.*

**9. Adjournment** – *There being no further business, Commissioner Heath moved to adjourn and seconded by 1<sup>st</sup> Vice President Frank Emory. The motion passed unanimously. The meeting was adjourned at 8:01 p.m.*

Respectfully Submitted,

  
Ed Riggs Jr., President

  
David Rosado, Interim Executive Director