

## REQUEST FOR BOARD ACTION

### HENDERSON COUNTY BOARD OF COMMISSIONERS

**MEETING DATE:** June 19, 2019

**SUBJECT:** Resolution of Support – Community Action Opportunities

**PRESENTER:** Amy Brantley

**ATTACHMENTS:** Yes

1. Resolution
2. Letter from the Office of the Governor
3. Letter from Community Action Opportunities
4. NC G.S. 10A NCAC 97C.0302

#### **SUMMARY OF REQUEST:**

The County has received communication from the Governor's Office that Community Action Opportunities has been designated as the eligible entity to provide block grant funding services in Henderson County. The agency previously designated as such was WCCA who relinquished that roll effective June 30, 2019.

The Henderson County Board of Commissioners is requested to adopt the attached Resolution in support of Community Action Opportunities and to approve the filing of a funding application by this organization. This action has no financial impact to Henderson County and no county dollars are used for the block grant program.

#### **BOARD ACTION REQUESTED:**

The Board is requested to adopt the attached Resolution as presented.

#### **SUGGESTED MOTION:**

*I move that the Board adopt the attached Resolution in support of Community Action Opportunities.*

# HENDERSON COUNTY BOARD OF COMMISSIONERS

1 Historic Courthouse Square, Suite #1  
Hendersonville, NC 28792  
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[www.hendersoncountync.gov](http://www.hendersoncountync.gov)

GRADY HAWKINS  
Chairman  
WILLIAM G. LAPSLEY  
Vice-Chairman

CHARLES MESSER  
J. MICHAEL EDNEY  
REBECCA MCCALL

## RESOLUTION

### Approving the Submission of Application for Grant Funds for Community Services Block Grant to NC Office of Economic Opportunity

- WHEREAS,** the Federal Government has provided Community Services Block Grant funding to the state of North Carolina; and
- WHEREAS,** the NC Office of Economic Opportunity has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and
- WHEREAS,** Henderson County is eligible to receive an allotment of funds to support the low-income citizens of this county; and
- WHEREAS,** Community Action Opportunities will enter into an agreement with the NC Office of Economic Opportunity to carry out the program.

**NOW, THEREFORE, BE IT RESOLVED,** that the Henderson County Board of Commissioners

1. Certifies that the County Commissioners will support Community Action Opportunities through representation on the agency's Board of Directors.
2. Approves the filing of a funding application by Community Action Opportunities.

Approved and adopted this 19<sup>th</sup> day of June 2019.

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GRADY HAWKINS, CHAIRMAN  
HENDERSON COUNTY BOARD OF COMMISSIONERS

ATTEST:

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TERESA L. WILSON, CLERK TO THE BOARD



*State of North Carolina  
Office of the Governor*

*Roy Cooper  
Governor*

*20301 Mail Service Center  
Raleigh, N. C. 27699-0301*

April 30, 2019

Ms. Vicki Heidinger, Executive Director  
Community Action Opportunities, Inc.  
25 Gaston Street  
Asheville, NC 28801-4327

Dear Ms. Heidinger:

It is with much pleasure I designate Community Action Opportunities, Inc. as the eligible entity to provide Community Services Block Grant Program funding in Henderson, Polk, and Transylvania Counties. Officials of the North Carolina Department of Health and Human Services Office of Economic Opportunity will contact you in the near future to review eligibility requirements for the status for your Board of Directors, funding application and any additional requirements.

Much success to you as you expand your Community Action efforts to provide quality services to the citizens of Henderson, Polk, and Transylvania Counties.

With kind regards, I am

Very truly yours,

  
Roy Cooper



# Community Action Opportunities

HELPING PEOPLE. CHANGING LIVES.

February 21, 2019

Mr. Grady Hawkins, Chairperson  
Henderson County Board of Commissioners  
1 Historic Courthouse Square, Suite 1  
Hendersonville, North Carolina 28792

Dear Mr. Hawkins:

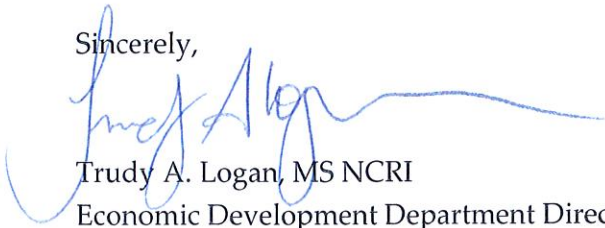
This letter is to inform the Board of Commissioners that Community Action Opportunities (CAO) intends to apply to NC Department of Health and Human Services – Office of Economic Opportunity (OEO) to become the organization designated as the Community Action Agency assigned to serve Henderson County starting July 1, 2019.

If selected, CAO will receive the Community Services Block Grant (CSBG) allocation of \$152,391 to provide services to Henderson County residents in FY 2019-20. CAO intends to utilize these funds to provide comprehensive case management services to individuals/families who are at/below 125% of the federal poverty guidelines.

As prescribed in 10A NCAC 97C.0302(8)(a), we will need a resolution from the Board of Commissioners in support of the designation if selected by OEO's Review Team and appointed by the Governor. We would be more than happy to submit information about our organization as well as provide a presentation during a board meeting if that would assist in the Board of Commissioners becoming familiar with CAO and our service delivery plan. Please let us know what you wish to occur.

Please contact me at the number below or via email at [trudy.logan@communityactionopportunities.org](mailto:trudy.logan@communityactionopportunities.org) with questions or requests. Thanks for your time and consideration.

Sincerely,



Trudy A. Logan, MS NCRI  
Economic Development Department Director

Enclosures: NC Administrative Code Excerpt; CAO FY 2017-18 Annual Report

## 10A NCAC 97C .0302 REQUIREMENTS FOR CERTIFICATION OF ELIGIBILITY

Eligible agencies as defined in Rule .0106 of this Subchapter, shall submit an Application for Certification of Eligibility which shall contain three copies of the following documents:

- (1) Letter of Application. The letter of application must be signed by the chairman of the board of directors of the agency and include a statement that the enclosed documents reflect the current status, policies, and procedures of the agency.
- (2) Certification of Board.
  - (a) Composition and Powers. The agency must certify that the composition of the board of directors meets the requirements set forth in Rule .0109 of this Subchapter.
  - (b) The agency must also certify that agency's charter or articles of incorporation and by-laws meet the requirements set forth in Rule .0110 of this Subchapter. Copies of the articles of incorporation and by-laws must be submitted for review by the Office.
- (3) Fidelity Bond Coverage. The agency shall provide a copy of the fidelity bond(s) which shall meet the requirements of Rule .0403 of this Subchapter.
- (4) Affirmative Action Policy and Programs. The agency's affirmative action policy and programs shall meet the requirements set forth in Rule .0603 of Subchapter 97B.
- (5) Civil Rights. The agency must complete the Assurance of Compliance with Civil Rights Laws and Regulations form and meet other requirements set forth in Section .0600 of Subchapter 97B.
- (6) Personnel Policy and Procedures.
  - (a) The agency's personnel policy and procedures must meet requirements set forth in Rule .0702 of Subchapter 97B.
  - (b) The names and job descriptions of the executive director and fiscal officer must be submitted with the certification documents. No one person shall serve as both executive director and fiscal officer. Additionally, grant recipient shall notify the Office within 15 days when changes occur in personnel assigned these duties.
- (7) Certification of Accounting System. The agency must submit a statement from a Certified Public Accountant which indicates that the organization's Financial Management System meets the requirements of Section .0400 of this Subchapter.
- (8) Acceptance of New County(ies). A community action agency which incorporates a county(ies) in its Community Anti-Poverty Plan that was not served previously by the agency's CSBG program must submit:
  - (a) A resolution from the Board of County Commissioners of each new county to be served stating that the Board of County Commissioners wishes to become affiliated with the agency (named); and
  - (b) A resolution from the Board of Directors of the community action agency stating that they wish to serve the new county(ies) and that the board will meet all the necessary legal requirements, including the citizen participation requirements as set forth in Rule .0111 of this Subchapter.

*History Note:* Authority G.S. 143B-10; 143B-276; 143B-277; 143-323(d);  
Eff. December 1, 1983;  
Amended Eff. October 1, 1984;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 25, 2015.