

TO: COUNCIL, THREE RIVERS REGIONAL COMMISSION

FROM: MS. FAYE PERDUE, SECRETARY, THREE RIVERS REGIONAL COUNCIL

SUBJECT: MINUTES OF MEETING HELD OCTOBER 24, 2019

The Regional Council of the Three Rivers Regional Commission held its meeting at 2:00 p.m. on Thursday, October 24, 2019 at the Turin Town Hall in Turin, Georgia.

WELCOME, CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Jim Thornton welcomed the attendees and called the meeting to order. He then asked Mr. J. D. Stallings to give the invocation; afterwards Chairman Thornton led the members in reciting the Pledge of Allegiance.

Regional Council Members in Attendance

Ms. Kay Pippin, Mayor, City of Jackson  
Mr. Ken Rivers, Chair, Butts County  
Mr. Terry Nolan, Non-Public Member, Butts County  
Ms. Shirley Marchman, Council Member, City of Villa Rica  
Mr. Paul Poole, Chair, Coweta County  
Mr. Greg Wright, Non-Public Member, Coweta County  
Mr. Lee Boone, Chairman, Heard County  
Ms. Kathy Knowles, Non-Public Member, Heard County  
Mr. Bennie Horton, Commissioner, Lamar County  
Mr. Cecil McDaniel, Council Member, City of Barnesville  
Mr. Irvin Trice, Non-Public Member, Lamar County  
Mr. Bobby Blalock, Mayor, City of Zebulon  
Ms. Gwen Flowers-Taylor, Commissioner, Spalding County  
Mr. Douglas Hollberg, Council Member, City of Griffin  
Ms. Krystal Pate, Non-Public Member, Spalding County  
Mr. Richard English, Jr., Commissioner, Troup County  
Mr. Jim Thornton, Mayor, City of LaGrange  
Mr. Curtis Brown, Jr., Non-Public Member, Troup County  
Mr. Norman Allen, Chairman, Upson County  
Mr. J. D. Stallings, Mayor, City of Thomaston  
Mr. John Rainwater, Lt. Governor's Appointee

### Regional Council Members Absent

Ms. Michelle Morgan, Chairman, Carroll County  
Ms. Donna Armstrong-Lackey, Non-Public Member, Carroll County  
Mr. Dustin Koritko, Council Member, City of Newnan  
Mr. Denney Rogers, Mayor, City of Ephesus  
Ms. Shirley Hines, Chairman, Meriwether County  
Ms. Charlene Glover, Mayor, City of Greenville  
Ms. Faye Perdue, Non-Public Member, Meriwether County  
Mr. Tim Daniel, Commissioner, Pike County  
Mr. Jack Hancock, Non-Public Member, Pike County  
Vacant, Non-Public Member, Upson County  
Vacant, Governor's Appointees  
Vacant, Speaker's Appointee

### Staff Present

Mr. Kirk Fjelstul, Executive Director  
Ms. Peggi Tingle, Director, Administrative Services Department  
Ms. Amanda Turner, Deputy Administrative Services Department Director  
Ms. Hope Blakely, HR Manager  
Ms. Jeannie Brantley, Planning Director  
Ms. Joy Shirley, Director, Aging Program  
Ms. Mona Browning, Aging Program Manager  
Mr. Brian Bruggeman, ADRC Program Manager  
Ms. Pavielle Ludlow, Transit Program Manager  
Ms. Kim Bennett, Senior Accounting Technician  
Ms. Marcia Pyle, Accounting Technician, Workforce  
Ms. Carolyn Mitchell, Program Services Manager, Workforce  
Ms. Freshana Allen, Training Provider Coordinator, Workforce  
Ms. Jan Perez, Secretary, Administrative Services

### APPROVAL OF AGENDA (action item)

Chairman Thornton asked the members for a motion to approve the agenda as prepared. **FORMAL ACTION: Mr. Terry Nolan made the motion to approve the agenda; it was seconded by Mr. Greg Wright. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

### APPROVAL OF MINUTES – AUGUST 22, 2019 MEETING (action item)

Chairman Thornton asked the members for a motion to approve the August 22, 2019 meeting minutes. **FORMAL ACTION: Mr. Richard English, Jr. made the motion that the council approve the August 22, 2019 meeting minutes as prepared; it was seconded by Mr. Wright. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

## CHAIRMAN'S REPORT

Nothing was mentioned under this portion of the agenda.

## EXECUTIVE DIRECTOR'S REPORT

Nothing was mentioned under this portion of the agenda.

## COMMITTEE REPORTS

### **Finance, Audit and Administration Committee**

October 24, 2019 Meeting:

Committee Chair Ken Rivers advised the council that the Finance, Audit and Administration Committee met earlier and gave a report on the following subjects.

#### Review of Executive Director's September Expenditures (action item)

Committee Chair Rivers advised the council that there was only one (1) expense for the month of September for Mr. Kirk Fjelstul; the event is the Department of Community Affairs' (DCA) Fall Conference and the registration cost is \$235.00; the Finance, Audit and Administration Committee recommended approval of the September expenditures. **FORMAL ACTION: Mr. Douglas Hollberg made the motion to approve the Executive Director's September Expenditures; it was seconded by Mr. Nolan. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

#### Policy Changes (all action items)

Committee Chair Rivers advised the members that the policy changes (EEO and Non-Discrimination; and Anti-Harassment) were simply updates since the personnel policies have not been updated in several years. The Travel Policy was revised to explain the "high cost" areas and the in state per diem for overnight travel. The Finance, Audit and Administration Committee recommended approval of all three (3) policies. **FORMAL ACTION: Chairman Thornton advised that he was accepting Committee Chair Rivers' recommendation as a motion to approve the three (3) policies. He asked if there was a second; Mr. Nolan seconded the motion. Chairman Thornton asked if there was any discussion concerning these policies; hearing none, he called for the vote and the motion passed unanimously.**

#### Aging Mastery Contract with Southwest Georgia Council on Aging (action item)

Committee Chair Rivers advised the members that the Aging Mastery Contract with Southwest Georgia Council on Aging was training that will be taught in the senior centers. This training will be used to promote and support health in senior citizens. **FORMAL ACTION: Committee Chair Rivers recommended the approval of the contract; it was seconded by Mr. Bobby Blalock. There were a few questions about the training and what it involved. Chairman Thornton**

**asked if there was any additional discussion; hearing none, he called for the vote, and the motion passed unanimously.**

#### Dementia Care Grant

Committee Chair Rivers mentioned that this is not an action item, but a grant that the Aging Program is receiving. This grant is for individuals that have been diagnosed with dementia and is geared to assist the person to receive in-home care, training, and medical supplies.

#### Manufacturing Basics Agreement with Southern Crescent Technical College (action item) and West Georgia Technical College Training Proposal (action item)

Committee Chair Rivers wanted to combine these two (2) together since the training programs are very similar. He did advise everyone that the Finance, Audit and Administration Committee engaged in several minutes of discussion due to the program contracts reflecting the similar type of training performed by two (2) different schools with a difference in the amount of training hours and costs. The Finance, Audit and Administration Committee recommended approval of both of these contracts, but they also asked staff to get additional details in the future concerning what type of training takes place with each program; the committee wants to have the ability to compare the various aspects of the training programs. **FORMAL ACTION: Chairman Thornton accepted Committee Chair Rivers' motion to approve both agreements; it was seconded by Mr. English. Chairman Thornton asked if there was any discussion; Ms. Gwen Flowers-Taylor asked about the counties involved in the agreements with Committee Chair Rivers responding that the contracts do not specify which counties, rather they pertain to certain geographical areas. Hearing no further discussion, Chairman Thornton called for the vote and the motion passed unanimously.**

#### TRRC and Coweta County Memorandum of Agreement (action item)

Committee Chair Rivers shared that the Coweta County Memorandum of Agreement (MOA) is an annual renewal and that the committee recommended its approval. Chairman Thornton added that TRRC acts in an administrative capacity only; he asked if there was a motion to approve the MOA. **FORMAL ACTION: Mr. Paul Poole made a motion to approve the TRRC and Coweta County MOA; it was seconded by Mr. Nolan. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

#### TRRC Rural Transit Program Update

Mr. Fjelstul advised the members that the Finance, Audit and Administration Committee discussed the FY'19 finances. The topic of the potential litigation was discussed as well. We have entered a contract with RMS, and they are currently our "third party operator"; he added that the contract "seemed to be going well." Mr. Fjelstul reminded everyone that the interim contract with RMS expires at the end of the calendar year and that a Request for Proposals (RFP) is out, and we are waiting for responses. Mr. Fjelstul advised that the council could be approving the new contractor at the December 12, 2019, meeting if everything goes according to plan. There is the possibility of hiring another Transportation program staff member; this is due to the many changes that are being implemented on the administrative end.

Committee Chair Rivers advised the members that the Finance, Audit and Administration Committee had an Executive Session during their earlier meeting. One item that was discussed was the RFP for on-call consulting services. The Finance, Audit and Administration Committee would like to take responsibility for the RFP for the consulting services, and they (the committee) would like to ask the council to approve of this plan. Mr. Fjelstul added that the RFP for consulting services was out; when the Georgia Department of Transportation (GDOT) audit came out in December, 2018, TRRC had to respond quickly, and we did not have time to do the RFP process for consulting services. Mr. Fjelstul and the staff are asking that the Finance Committee be delegated the authority to approve the consulting contract on behalf of the council so that the contract could be approved in November instead of December (when the council meets). **FORMAL ACTION: Committee Chair Rivers made the motion that the Finance Committee be given the authority to select the transit-planning consultant and to enter into a contract; it was seconded by Mr. Nolan. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Committee Chair Rivers mentioned that the council had previously authorized the Finance Committee to deal with issues relating to the GDOT audit, litigation matters, etc. The committee is recommending that the council ratify the decision to hire outside counsel. **FORMAL ACTION: Committee Chair Rivers made the motion that the council ratify the decision to hire outside counsel to address issues as they arise; Mr. Blalock seconded it. Chairman Thornton asked if there was any discussion with Ms. Flowers-Taylor wondering, "What is the financial limit on this?" Committee Chair Rivers stated, "We have asked that question; and as with any counsel, there's no way to get a hard number. We have estimate numbers and we feel like that at this time, that the numbers we've been given are appropriate..." Several more minutes of discussion followed with Chairman Thornton calling for the vote. The majority passed the motion with Ms. Flowers-Taylor casting the dissenting vote.**

#### Executive Director's Annual Performance Review

Committee Chair Rivers advised the members that the committee was not able to take action on this item during their earlier meeting. The committee members have received a draft of the executive director's accomplishments, which will be reviewed and discussed at the November committee meeting.

September 26, 2019 Meeting

#### Review of Executive Director's August Expenditures (action item)

Mr. Fjelstul did not have any expenditures for the month of August. **FORMAL ACTION: Committee Chair Rivers made the motion to approve the Executive Director's August Expenditures; it was seconded by Mr. Nolan. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

#### Tuition Reimbursement Policy (action item)

The Tuition Reimbursement Policy is an update to the policy that is already on the books; the “pay back” schedule has been revised. **FORMAL ACTION: Committee Chair Rivers made the motion to approve the Tuition Reimbursement Policy; Mr. Curtis Brown, Jr., seconded the motion. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

#### Title VI Update Approval for GDOT (action item)

Committee Chair Rivers advised that the Title VI Update for GDOT was a required item. **FORMAL ACTION: Committee Chair Rivers made the motion to approve the Title VI Update for GDOT; Mr. Greg Wright seconded the motion. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

#### Atlanta Career Rise Training Program (action item)

Committee Chair Rivers advised the members that the Atlanta Career Rise Training Program was very similar to the two (2) programs that were discussed earlier; they are for a different area. **FORMAL ACTION: Committee Chair Rivers made the motion to approve the Atlanta Career Rise Training Program; Mr. Nolan seconded the motion. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion carried unanimously.**

### **Planning and Projects Committee**

October 24, 2019 Meeting

#### Update of the TRRC Regional Plan 2019-2039

#### Update of the Amended Regionally Important Resources Plan with the Updated Green Infrastructure Map

Committee Chair Brown advised the council that the Planning and Projects Committee met earlier today and discussed the Update of the TRRC Regional Plan 2019-2039 as well as the Update of the Amended Regionally Important Resources Plan with the Updated Green Infrastructure Map. Both plans are currently under review with the Department of Community Affairs (DCA); DCA requested additional changes for each plan. The Planning Staff made the revisions and submitted them to DCA. Once the plans have been approved, the Planning and Projects Committee will have resolutions (for the plans) that will need to be approved.

#### Strategic Plan Update

Committee Chair Brown mentioned that the committee received an update regarding the Strategic Plan; it was noted that everyone should have received a copy of the update during today's meeting. He reminded everyone that this was “more of a working plan with milestone dates as a

part of the plan.” He briefly discussed marketing and the regional identity that needs to be established.

#### Workforce Board

Nothing was presented under this portion of the agenda.

#### Old Business

Nothing was presented under this portion of the agenda.

#### New Business

Nothing was presented under this portion of the agenda.

#### Other Business

Mr. Fjelstul advised the council that the Planning and Projects Committee enjoyed a good and discussion packed meeting concerning the Strategic Plan. He stated, “the goal is to approve that and that really becomes the priority for the next couple of years.” He encouraged everyone to review the document and attend the Planning and Project Committee meetings; the council will take action on the Strategic Plan at its December meeting.

#### Good of the Order

Mr. Blalock announced that it was certain that the Veterans Administration clinic will be located on the north side of Zebulon on Highway 19. The clinic is scheduled to be completed in 2022.

Mr. Norman Allen stated that several areas are working on getting single county T-SPLOSTs passed in their areas. He took this opportunity to thank Mr. Fjelstul and the regional commission for hosting a workshop in Lamar County regarding the T-SPLOST. Upson County voters passed the T-SPLOST and other bond referendums.

Mr. James Brown of Transitions Commute Solutions read a prepared statement.

#### Date and Location of Next Meeting

Chairman Thornton announced that the next meeting would be at 2:00 p.m. on Thursday, December 12, 2019. The meeting location is the Turin Town Hall in Turin, Georgia.

#### Adjournment

Chairman Thornton adjourned the meeting after receiving a motion from Mr. Hollberg.

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Faye Perdue, Secretary