

TO: COUNCIL, THREE RIVERS REGIONAL COMMISSION
FROM: MS. FAYE PERDUE, SECRETARY, THREE RIVERS REGIONAL COUNCIL
SUBJECT: MINUTES OF MEETING HELD DECEMBER 12, 2019

The Regional Council of the Three Rivers Regional Commission held its meeting at 2:00 p.m. on Thursday, December 12, 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 Ms. Shirley Hines 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. Michelle Morgan, Chairman, Carroll County
Ms. Donna Armstrong-Lackey, Non-Public Member, Carroll County
Mr. Dustin Koritko, Council Member, City of Newnan
Mr. Greg Wright, Non-Public Member, Coweta County
Mr. Lee Boone, Chairman, Heard County
Mr. Cecil McDaniel, Council Member, City of Barnesville
Ms. Shirley Hines, Chairman, Meriwether County
Ms. Faye Perdue, Non-Public Member, Meriwether County
Mr. Bobby Blalock, Mayor, City of Zebulon
Ms. Gwen Flowers-Taylor, Commissioner, Spalding County
Mr. Douglas Hollberg, Council Member, City of Griffin
Mr. Jim Thornton, Mayor, City of LaGrange
Mr. Curtis Brown, Jr., Non-Public Member, Troup County

Regional Council Members Absent

Ms. Shirley Marchman, Council Member, City of Villa Rica
Mr. Paul Poole, Chair, Coweta County

Regional Council Members Absent (continued)

Mr. Denney Rogers, Mayor, City of Ephesus
Ms. Kathy Knowles, Non-Public Member, Heard County
Mr. Bennie Horton, Commissioner, Lamar County
Mr. Irvin Trice, Non-Public Member, Lamar County
Ms. Charlene Glover, Mayor, City of Greenville
Mr. Tim Daniel, Commissioner, Pike County
Mr. Jack Hancock, Non-Public Member, Pike County
Ms. Krystal Pate, Non-Public Member, Spalding County
Mr. Richard English, Jr., Commissioner, Troup County
Mr. Norman Allen, Chairman, Upson County
Mr. J. D. Stallings, Mayor, City of Thomaston
Mr. John Rainwater, Lt. Governor's Appointee
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. Cymone Haiju, Planner
Mr. Paul Jarrell, Planner
Ms. Emily Rogers, Deputy AAA Director
Ms. Pavielle Ludlow, Transit Program Manager
Ms. Stephanie Glenn, Workforce Development Director
Ms. Stephanie Matthews, Deputy Workforce Development Director
Ms. Jan Perez, Secretary, Administrative Services

APPROVAL OF AGENDA (action item)

Chairman Thornton explained to the members that the agenda needed to be amended to include two (2) items. He then asked Planning and Projects Committee Chair Curtis Brown, Jr. to advise what topics needed to be added. **FORMAL ACTION: Planning and Projects Committee Chair Brown made the motion to include the Adoption of the Regionally Important Resources Plan (RIR) and the Adoption of the Regional Plan under the Planning Committee report; it was seconded by Mr. Terry Nolan.** Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously. Chairman Thornton called for the approval of the amended agenda. **Mr. Bobby Blalock made the motion to approve the amended 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 – OCTOBER 24, 2019 MEETING (action item)

Chairman Thornton asked the members for a motion to approve the October 24, 2019 meeting minutes. **FORMAL ACTION: Mr. Ken Rivers made the motion that the council approve the October 24, 2019 meeting minutes as prepared; it was seconded by Mr. Brown. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

CHAIRMAN'S REPORT

Chairman Thornton mentioned that Ms. Joy Ford from the Georgia Lottery Commission, was in attendance at the meeting. He also welcomed Ms. Michelle Morgan, Carroll County Chair, to the meeting. Chairman Thornton advised that this was the last meeting for Ms. Donna Armstrong-Lackey, Ms. Shirley Hines and Mr. Bobby Blalock; these individuals were given a round of applause for their service as well as time to address the council.

Chairman Thornton advised that the council's officers were concluding a two (2) year rotational cycle (the term of service). He appointed the following individuals to a Nominating Committee:

Mr. Greg Wright as the Committee Chairman
Mr. Terry Nolan
Ms. Charlene Glover

The Nominating Committee will submit recommendations for the slate of officers and committee chairs during the February 27, 2010 council meeting. Chairman Thornton asked for a motion to appoint these individuals to the Nominating Committee. **FORMAL ACTION: Mr. Brown made the motion to appoint the individuals to the Nominating Committee; it was seconded by Ms. Kay Pippin. Chairman Thornton asked if there was any discussion; Mr. Dustin Koritko asked if we had a quorum to conduct business and was told that we do have a quorum. Chairman Thornton asked if there was any more discussion. Hearing none, he called for the vote and the motion passed unanimously.**

EXECUTIVE DIRECTOR'S REPORT

Rosalynn Carter Institute of Caregiving Honor

Mr. Kirk Fjelstul asked Ms. Pippin and Three Rivers Regional Commission (TRRC) staff member, Ms. Emily Rogers, to make a presentation at this time. Ms. Pippin read a brief statement about Jackson resident, Ms. Sandy Veach. Ms. Veach has recently been named the top paraprofessional in the state by the Rosalynn Carter Institute of Caregiving. Ms. Pippin read a list of Ms. Veach's accomplishments which include paying for items for clients out of her own pocket, organizing a Hawaiian themed birthday party for a client, etc. Ms. Veach has gone beyond her job to help others; the council gave her a round of applause for her accomplishment.

National Association of Development Organization (NADO) Awards

Mr. Fjelstul reminded everyone that TRRC recently won three (3) awards from NADO. The awards were for the following projects:

Aging Program – Three Rivers Annual Caregiver Conference
Planning Department – Regional Plan Update 2019-2039
Workforce Development – Superior Recreation Products Incumbent Worker Project

The awards were displayed for the council to see and Mr. Fjelstul asked Ms. Jeannie Brantley, Ms. Emily Rogers and Ms. Stephanie Matthews to give a brief explanation of the award winning projects. The council gave the staff a round of applause for their awards.

COMMITTEE REPORTS

Finance, Audit and Administration Committee

December 12, 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 November Expenditures (action item)

Committee Chair Rivers advised the council that there was only one (1) expense for the month of November for Mr. Kirk Fjelstul; the event was a chamber sponsored summit that cost \$35.00. ; **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the November expenditures. Chairman Thornton advised that there was a motion to approve the Executive Director's November expenditures. He asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Review of Monthly Financial Statement

Committee Chair Rivers advised the members that the Review of Monthly Financial Statement is not an action item, but for review purposes only.

Discussion of Draft Audit (action item)

Committee Chair Rivers advised the members that the Discussion of Draft Audit was discussed early with only one (1) moderate finding, but that it is a favorable audit. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the Draft Audit. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote, and the motion passed unanimously.**

Proposed 2020 Meeting Schedule for Committees and Council (action item)

Committee Chair Rivers reviewed the Proposed 2020 Meeting Schedule for Committees and Council. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the Proposed 2020 Meeting Schedule. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Preferred Community Health Partners (PCHP) Contract Renewal (action item)

Committee Chair Rivers shared that the Preferred Community Health Partners (PCHP) is a contract with Blue Cross/Blue Shield (Anthem Blue Cross) for home care for clients. This is an annual renewal. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the PCHP contract. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Workplace Fundamentals with West Georgia Technical College (WGTC)

Committee Chair Rivers advised that the committee previously approved the contract, but had some questions about the contract since two (2) technical colleges (WGTC and Southern Crescent Technical College) had similar programs, but a difference in the hours of each while the cost was about the same. The committee had questions about the difference; Ms. Stephanie Glenn provided the clarification and the committee was satisfied with her report. Committee Chair Rivers advised the council that this was not an action item.

Update on RFP for TPO (action item)

Committee Chair Rivers advised the members that the Request for Proposals (RFP) for Third Party Operator (TPO) was discussed during the earlier committee meeting. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the TPO contract (with RMS) for the Rural Transit Program (5311). Chairman Thornton clarified that the contract is for nine (9) months beginning in January 1, 2020 and concluding at the end of September 2020. The contract does have an automatic renewal subject to action by the council. Committee Chair Rivers added that the contract would be brought back before the council each year for their vote. It was also noted that the contract's approval was contingent on Georgia Department of Transportation's (GDOT) approval as well; this contract is before GDOT at this time for their review and approval. There was a short discussion about RMS, which is currently operating the 5311 Program. Chairman Thornton asked if there was any further discussion; hearing none, he called for the vote and the motion passed unanimously.**

WRA Task Order 2 and 3 (action item)

Committee Chair Rivers advised the council that the Finance, Audit and Administration Committee is asking the council for to authorize the committee to authorize Task Order 2 and 3 at the January 2020 committee meeting. **FORMAL ACTION: The Finance, Audit and Administration made the motion that the council authorize the committee to approve Task Order 2 and 3 at the**

January 2020 committee meeting since the council is scheduled to meet in February 2020. 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

Committee Chair Rivers shared that the committee discusses this topic each month to make certain that the program is on track. This is not an action item. Chairman Thornton encouraged the members to talk with Committee Chair Rivers or TRRC staff if they had any questions regarding the TRRC Rural Transit Program.

Executive Director's Annual Performance Review (action item)

Committee Chair Rivers shared that the committee had a prepared summary regarding Mr. Fjelstul's job performance; he then read that summary. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the Executive Director's Annual Performance Review. Chairman Thornton reminded everyone that the committee asked for the council to adopt the summary of the Executive Director's Annual Performance Review. He then asked if there was any discussion; hearing none, he called for the vote and the motion was carried unanimously.** The council gave Mr. Fjelstul a round of applause for his continued service to TRRC. Mr. Fjelstul asked the council for a round of applause for the staff. Chairman Thornton added, "They make you look good"; Mr. Fjelstul agreed with the chairman.

November 21, 2019 Meeting

Review of Executive Director's October Expenditures (action item)

Mr. Fjelstul did not have any expenditures for the month of October. **FORMAL ACTION: Committee Chair Rivers advised that the committee approved the Executive Director's October Expenditures. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

TRRC Personnel Policy Changes (action items)

Committee Chair Rivers shared that the TRRC Personnel Policy Changes related to Fair Labor Standards Act (FLSA), Severe Weather and Smoking and Tobacco Use; these changes are to need to get our policies up to date. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the TRRC Personnel Policy Changes. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Intergovernmental Agreement with Carl Vinson Institute (action item)

Committee Chair Rivers mentioned that the Workforce Development Program received a grant for a Sector Partnership, which will focus on the Healthcare industry. Workforce Development has requested assistance from the Carl Vinson Institute regarding the implementation of a

successful strategy (industry roundtable gatherings, recruitment and engagement of sector partnership_participants, etc.). **FORMAL ACTION: Committee Chair Rivers advised that the Finance, Audit and Administration Committee approved the Intergovernmental Agreement with Carl Vinson Institute. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Approval of Authorizing Resolution for the FY'21 5304 Project Application (action item)

GDOT contracts with TRRC each year to perform Transit Planning activities in the region. **FORMAL ACTION: Committee Chair Rivers advised that the committee recommended the Approval of Authorizing Resolution for the FY'21 5304 Project Application. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

FY'21 GDOT 5311 Application (action item)

Committee Chair Rivers reminded everyone that this is an annual renewal of the application. **FORMAL ACTION: The committee recommended approval of the FY'21 GDOT 5311 Application. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

On-Call Advisory Consultant Contract and Task Order Approval (action item)

The TRRC Evaluation committee recommended Whitman, Requardt and Associates, LLP (WRA) as the most qualified contractor because it was the only contractor with extensive operational experience in DHS and GDOT programs. WRA had the second lowest rates, but it was the most qualified. **FORMAL ACTION: Committee Chair Rivers advised that the committee recommended approval of the On-Call Advisory Consultant Contract and Task order Approval. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Planning and Projects Committee

December 12, 2019 Meeting

Committee Chair Curtis Brown, Jr. advised the council that the Planning and Projects Committee met earlier today, but unfortunately did not have a quorum to conduct any business.

Approval of the Resolution for the Update of the TRRC Comprehensive Economic Development Strategy (CEDS) (action item)

Committee Chair Brown reminded everyone that the CEDS is a document that coordinates the economic development activities as well as focuses on our planning and development activities throughout the region. **FORMAL ACTION: Committee Chair Brown made the motion to approve the Resolution for the Update of the TRRC Comprehensive Economic Development Strategy (CEDS); Mr. Rivers seconded the motion. Chairman Thornton asked**

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

Adoption of the Strategic Plan

Committee Chair Brown asked Mr. Fjelstul to present this portion of the agenda. Mr. Fjelstul reminded everyone that the Strategic Plan is a two (2) year process that has resulted in an action plan that will assist in organizational improvements in our culture, our identity, our credibility and customer service. **FORMAL ACTION: Mr. Wright made the motion to adopt the Strategic Plan; Ms. Donna Armstrong-Lackey seconded the motion. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Resolution for the Adoption of the TRRC Regional Plan 2019-2039 (action item)

Committee Chair Brown advised that the Regional Plan is one that has been discussed on several occasions and it was recently approved by the Department of Community Affairs (DCA). **FORMAL ACTION: Committee Chair Brown made the motion that the Resolution for the Adoption of the TRRC Regional Plan 2019-2039 be approved; Mr. Nolan seconded the motion. Chairman Thornton asked if there was any discussion. Ms. Flowers-Taylor asked when the plan would be revisited and was advised by Ms. Brantley that it would be on an annual basis. Chairman Thornton called for the vote and the motion passed unanimously.**

Resolution of the Amended Three Rivers Regionally Important Resources (RIR) Plan

Committee Chair Brown added that the Regionally Important Resources (RIR) Plan had also been discussed on several occasions. DCA asked for a few updates and the TRRC Planning Staff complied with their requests. **FORMAL ACTION: Committee Chair Brown made the motion to adopt the Amended Three Rivers Regionally Important Resources (RIR) Plan; Mr. Nolan seconded the motion. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

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

Nothing was presented under this portion of the agenda.

Good of the Order

Ms. Pippin shared copies of a walking tour map of the City of Jackson; the map reflects restaurant locations and other pertinent facts. The map's other side has filming locations for downtown Jackson (portrayed as Hawkins, Indiana) for the show "*Stranger Things*."

Ms. Armstrong-Lackey advised everyone that the Strategic Plan (under "Credibility"), an annual sponsored dinner is listed as one of the events for next year. Ms. Armstrong-Lackey, Ms. Pippin, Mr. Wright and Ms. Kathy Knowles have been asked to plan this event. They will have a report at the next council meeting.

Mr. Blalock shared an update of the Veterans Administration clinic that will be built in the Zebulon area. The clinic will be finished in September 2021 and begin operating in early 2022. The clinic's location will be north of Zebulon on Highway 19.

Mr. Wright advised the council that in the water war between Georgia and Florida, an expert federal judge has recommended to the Supreme Court that they dismiss Florida's lawsuit.

Date and Location of Next Meeting

Chairman Thornton announced that the next meeting would be at 2:00 p.m. on Thursday, February 27, 2020. The meeting location is the Turin Town Hall in Turin, Georgia.

Adjournment

Chairman Thornton adjourned the meeting after receiving a motion from Mr. Koritko and a second from Mr. Rivers.

Faye Perdue, Secretary