

TO: COUNCIL, THREE RIVERS REGIONAL COMMISSION

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

SUBJECT: MINUTES OF MEETING HELD FEBRUARY 27, 2020

The Regional Council of the Three Rivers Regional Commission held its meeting at 2:00 p.m. on Thursday, February 27, 2020 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. Dustin Koritko to give the invocation; afterwards Chairman Thornton led the members in reciting the Pledge of Allegiance. He invited the new council members to introduce themselves: Mr. Ric Calhoun (Pike County's Non-Public Member), Ms. Hannah Ellington (Upson County's Non-Public Member), Mr. Terry Agne (Carroll County's Non-Public Member), and Mr. Matthew Middleton (Spalding County's Non-Public Member); the new members were greeted with a round of applause. Chairman Thornton also welcomed Ms. Laura Gower, representative from U. S. Senator Kelly Loeffler's office.

Regional Council Members in Attendance

Ms. Kay Pippin, Mayor, City of Jackson
Ms. Shirley Marchman, Council Member, City of Villa Rica
Mr. Terry Agne, Non-Public Member, Carroll County
Mr. Paul Poole, Chair, Coweta County
Mr. Dustin Koritko, Council Member, City of Newnan
Mr. Greg Wright, Non-Public Member, Coweta County
Mr. Denney Rogers, Mayor, City of Ephesus
Ms. Kathy Knowles, Non-Public Member, Heard County
Mr. Bennie Horton, Commissioner, Lamar County
Mr. Cecil McDaniel, Council Member, City of Barnesville
Ms. Charlene Glover, Mayor, City of Greenville
Ms. Faye Perdue, Non-Public Member, Meriwether County
Mr. Ric Calhoun, Non-Public Member, Pike County
Ms. Gwen Flowers-Taylor, Chair, Spalding County
Mr. Douglas Hollberg, Council Member, City of Griffin
Mr. Matthew Middleton, Non-Public Member, Spalding County
Mr. Jim Thornton, Mayor, City of LaGrange
Mr. Curtis Brown, Jr., Non-Public Member, Troup County
Ms. Hannah Ellington, Non-Public Member, Upson County
Mr. John Rainwater, Lt. Governor's Appointee

Regional Council Members Absent

Mr. Ken Rivers, Chair, Butts County
Mr. Terry Nolan, Non-Public Member, Butts County
Ms. Michelle Morgan, Chair, Carroll County
Mr. Lee Boone, Chair, Heard County
Mr. Irvin Trice, Non-Public Member, Lamar County
Mr. Bryan Threadgill, Chair, Meriwether County
Mr. Tim Daniel, Commissioner, Pike County
Mr. Joe Walter, Mayor, City of Zebulon
Mr. Richard English, Jr., Commissioner, Troup County
Mr. Norman Allen, Chair, Upson County
Mr. J. D. Stallings, Mayor, City of Thomaston
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. Jeannie Brantley, Planning Director
Ms. Cymone Haiju, Planner
Mr. Paul Jarrell, Planner
Ms. Joy Shirley, AAA Director
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. Kim Bennett, Senior Accounting Technician, Administrative Services
Ms. Angela Talley, Accounting Technician, Workforce Development
Ms. Jan Perez, Secretary, Administrative Services

APPROVAL OF AGENDA (action item)

Chairman Thornton asked for a motion to adopt the agenda. **FORMAL ACTION: Mr. Koritko made the motion to adopt the agenda; it was seconded by Ms. Charlene Glover. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

APPROVAL OF MINUTES – DECEMBER 12, 2019 MEETING (action item)

Chairman Thornton asked for a motion to approve the December 12, 2019 meeting minutes. **FORMAL ACTION: Mr. Koritko made the motion to approve the December 12, 2019 meeting minutes; it was seconded by Mr. Cecil McDaniel. 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 presented under this portion of the agenda.

REPORT FROM THE NOMINATING COMMITTEE

Mr. Greg Wright, Chair of the Nominating Committee, presented the report. He began his report by thanking the other committee members, Ms. Charlene Glover and Mr. Terry Nolan, for their work. The Nominating Committee is proposing the following slate of officers, committee chairs and GARC representative:

Chair – Mr. Norman Allen
Vice-Chair – Mr. Douglas Hollberg
Secretary – Ms. Faye Perdue
GARC Representative – Ms. Kay Pippin
Finance, Audit and Administration Committee Chair – Mr. Ken Rivers
Planning and Projects Committee Chair – Mr. Curtis Brown, Jr.

Chairman Thornton reminded everyone that these were two (2) year terms that are effective beginning at the end of today's meeting. He then asked if there were any other nominations or a motion to close the nominations. **FORMAL ACTION: Mr. Koritko made the motion to close the nominations; it was seconded by Mr. John Rainwater. Hearing no discussion, Chairman Thornton called for the vote and the motion carried unanimously.**

ELECTION OF OFFICERS (action item)

FORMAL ACTION: Since the nominations were not opposed, Chairman Thornton asked for the approval of the slate of officers, committee chairs and the GARC representative. The approval for all officers was unanimous.

EXECUTIVE DIRECTOR'S REPORT

Mr. Kirk Fjelstul thanked Mr. Wright and the Nominating Committee for their work. He expressed his gratitude to Chairman Thornton for his leadership and guidance for the past two (2) years; Chairman Thornton was presented with an award as well as a round of applause from the council.

Ms. Kay Pippin advised the council that Ms. Sandy Veach of Jackson, was recently named the 2019 Para-Professional Caregiver by the Rosalynn Carter Institute for Caregiving. On February 4, 2020, the City of Jackson recognized Ms. Veach with a proclamation in her honor. Ms. Veach was also honored by the Georgia House of Representatives with a resolution (HR1172) recognizing her outstanding achievement.

Mr. Fjelstul shared that the Strategic Plan's (adopted in December by the council) "public" version will be displayed at the meetings. The Planning and Projects Committee met earlier today as the Broadband Task Force, which is an item on the Strategic Plan. The Broadband Task Force will meet every other month to discuss broadband issues. Ms. Deana Perry with the Department of Community Affairs' (DCA) Georgia Broadband Initiative Program, spoke during this morning's Planning and Projects Committee meeting and presented good information to the group.

COMMITTEE REPORTS

Finance, Audit and Administration Committee

February 27, 2020 Meeting:

Chairman Thornton gave the report in lieu of Committee Chair Ken Rivers. Chairman Thornton 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 January Expenditures (action item)

Chairman Thornton advised the council that Mr. Fjelstul had several expenses (all related to various chamber events) for the month of January; the total was \$413. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the January expenditures. Chairman Thornton asked if there was a motion to approve these expenditures. Mr. Koritko made the motion to approve the expenditures; it was seconded by Mr. Cecil McDaniel. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Review of Monthly Financial Statements

Chairman Thornton advised the members that the committee reviewed the Monthly Financial Statements. This is not an action item, but he encouraged members to ask questions now; hearing none, he proceeded to the next agenda topic.

TRRC Personnel Policy – Policy Updates (action item)

Chairman Thornton mentioned that the Personnel Policy Updates were first mentioned during January's committee meeting; they were for informational purposes at that time. The committee discussed these again earlier and took action. The members were provided with copies of the policy updates and advised that the changes were in bold print. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the TRRC Personnel Policy Updates. Mr. Koritko made the motion to approve the TRRC Personnel Policy Updates as presented; the motion was seconded by Mr. Rainwater. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

Resolution for Aging Area Plan FY 2021 – 2024 (action item)

Chairman Thornton advised that the Resolution for Aging Area Plan FY2021 – 2024 was presented during last month's meeting with action being taken during today's committee meeting. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the Area Aging Plan. Ms. Glover made the motion to approve the Resolution for Aging Area Plan FY 2021 – 2024; it was seconded by Mr. Bennie Horton. Chairman Thornton asked if there was any discussion; a member asked for clarification about whether this was a four (4) year plan. Chairman Thornton reiterated that it was a four-year plan, with Ms. Joy Shirley advising that the plan's budget is presented to the committee and council on a yearly basis. Chairman Thornton asked if there was any additional discussion; hearing none, he called for the vote and the motion passed unanimously.**

Approval of In-Home Services Sub-Contractor for SFY 2021- 2024 (action item)

Chairman Thornton stated that the Aging staff went out to bid for several services; it was noted that the services (congregate meals served in the senior centers and the home delivered meals

programs) provided by various counties and cities did not face any competition from other bidders. There was a competitive bid received from All Ways Caring for in-home services, such as homemaker, personal care and respite; these services are currently provided by Help at Home. All Ways Caring scored higher than the incumbent, Help at Home. **FORMAL ACTION: The Finance, Audit and Administration Committee made the motion to approve the recommendation of the incumbents (cities and counties) as well as contract with All Ways Caring for the in-home services.** Mr. Koritko made the motion to approve the sub-contractors for in-home services; it was seconded by Mr. Curtis Brown, Jr. Chairman Thornton asked if there was any discussion. A member had a question about All Ways Caring and was assured that they provide services in several regional commissions' jurisdictions. Another question was asked about All Ways Caring and if their services will meet the standards that we currently enjoy; Ms. Shirley responded that the new company services several other areas and those Aging Programs are pleased with the company and that our staff will monitor any complaints and revisit the matter as needed. Chairman Thornton again asked if there was any additional discussion; hearing none, he called for the vote and the motion passed unanimously.

Resolution to Contract with DHS Transit Services (action item)

Chairman Thornton advised that TRRC has a Resolution to Contract with Department of Human Services (DHS) Transit Services. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the DHS Transit Services Contract.** Mr. Wright made the motion to contract with DHS; it was seconded by Mr. Koritko. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.

WRA Task Order 2 (action item)

Chairman Thornton reminded everyone that we retained the services of a consultant, WRA, LLP, regarding the transportation program. WRA is now providing support to TRRC in the form of a financial plan. **FORMAL ACTION: The Finance, Audit and Administration Committee approved the WRA Task Order 2; this task order is not to exceed \$39,000.** Mr. Koritko made the motion to authorize WRA Task Order 2; it was seconded by Mr. Rainwater. 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

Chairman Thornton advised the members that an Executive Session was held during the Finance, Audit and Administration Committee to discuss transportation and Mr. Drew Whalen provided the update to the committee. He told the members to either talk with him (Thornton) or Mr. Fjelstul if they had specific questions about this subject.

January 23, 2020 Meeting:

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

Chairman Thornton advised the members that Mr. Fjelstul did not have any expenses for December. **FORMAL ACTION: The Finance, Audit and Administration Committee**

recommended approval of the December expenditures. Mr. Koritko made the motion to approve the December expenditures; it was seconded by Mr. Rainwater. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.

Review of Monthly Financial Statements, TRRC Personnel Policy Updates and the Area Plan FY 2021 - 2024

Chairman Thornton advised everyone that the above referenced topics were discussed earlier and action taken on the items as needed.

Correctional Facility Welding Training Program (action item)

Chairman Thornton mentioned that the Correctional Facility Welding Training Program was discussed during the January committee meeting. The Workforce training program is taught by staff at the West Georgia Technical College (WGTC); the request was for an additional twenty (20) slots to be added to the previously approved program that is being run by the Carroll County Correctional Institute. The Workforce Board recommended approval of this training program, which will cost \$185,000. **FORMAL ACTION: The Finance, Audit and Administration Committee recommended approval of the Correctional Facility Welding Training Program. Mr. Rainwater made the motion to approve the training contract; it was seconded by Mr. Koritko. Chairman Thornton asked if there was any discussion; hearing none, he called for the vote and the motion passed unanimously.**

DCA Performance Audit, WRA Task Order 2 and 3 and TRRC Rural Transit Program Update

Chairman Thornton mentioned that the above referenced subjects were discussed earlier; these were updates only and there was not any action taken during the January meeting.

Planning and Projects Committee

February 27, 2020 Meeting:

Broadband Task Force Session

Committee Chair Curtis Brown, Jr., advised that the Planning and Projects Committee also serves as the Broadband Task Force; he reiterated that Ms. Deana Perry gave a presentation on rural broadband and shared good information with the committee.

Strategic Plan Update

Committee Chair Brown reiterated that the enlargement of the Strategic Plan Update is more “digestible” as a public document when it is in a different format and easier to understand.

Council Attendance Policy (action item)

Committee Chair Brown advised the council that the committee did not take action on the Council Attendance Policy. The committee wants to take some time and review this information (three

samples) again. The committee will revisit this issue during their March meeting and will present their findings to the council during the April meeting.

Regional Commission Collaboration Resolution (action item)

Committee Chair Brown advised the council that the committee took action on the Regional Commission Collaboration Resolution. **FORMAL ACTION: The committee is recommending that the resolution be approved. Committee Chair Brown made the motion that the Regional Commission Collaboration Resolution be approved; it was seconded by Mr. Wright. Chairman Thornton asked if there was any discussion; Mr. Koritko wanted to amend paragraph 3 to include the phrase “will help as able” so that the third paragraph will read...”*The Three Rivers Regional Commission will help as able other regional commissions during times of decreased capacity due to staff vacancies, natural disasters, or other situations where staff assistance is needed, and...”* Mr. Koritko made the motion to amend the resolution; it was seconded by Mr. Hollberg. Chairman Thornton asked if there was any other discussion; hearing none, he called for the vote to support the amended resolution and it carried unanimously. The council adopted the resolution as amended.**

January 23, 2020 Meeting:

DCA Performance Audit

Committee Chair Brown mentioned that the Department of Community Affairs' (DCA) Performance Audit performs desk and on-site reviews at the regional commissions. TRRC had a desk review in 2019 and was found in full compliance. He further commented, “we are working to improve in areas where we can.”

Strategic Plan Implementation

The county facts sheets have been introduced and are available on the TRRC's website.

WORKFORCE BOARD REPORT

Ms. Stephanie Glenn advised that the Workforce Board met earlier today and they discussed the performance of some of the contractors; several members had concerns about the contractors. The board will review the contractors' work during their (board's) next scheduled meeting. Ms. Glenn also mentioned that the Workforce Board has a retreat scheduled for April 30th- May 1st at Callaway Gardens in Pine Mountain.

OLD BUSINESS

Nothing was presented under this portion of the agenda.

NEW BUSINESS

Mr. Hollberg asked about notifying someone at the state about the various council appointees that have been vacant for a while. Mr. Fjelstul stated that the officials have been notified and we are still waiting for those appointments to be made.

OTHER BUSINESS

Nothing was presented under this portion of the agenda.

GOOD OF THE ORDER

Mr. Hollberg announced that the Georgia Municipal Association's (GMA) District 4 President, Mayor Joel Rogers of Franklin, recently passed away. He asked that the council keep Mayor Rogers' community in their prayers. He also asked council members to advise him if there were municipal representatives interested in serving in GMA's District 4.

Ms. Faye Perdue mentioned that Mr. Jim Mabon is the Distinguished Citizen for Meriwether County; he will be honored at an event scheduled for April 23, 2020.

Mr. Koritko mentioned that State Representative Lynn Smith (of Newnan) recently experienced the loss of her husband. He asked that the members keep State Rep. Smith and her family in their prayers.

Mr. Bennie Horton announced that Lamar County is having a fundraiser for their senior center on Saturday, February 29, 2020, from 6 p.m. – 9 p.m. The fundraiser will feature '50s and '60s music.

DATE AND LOCATION OF NEXT

Chairman Thornton announced that the next meeting will be at 2:00 p.m. on Thursday, April 23, 2020. The meeting location is the Turin Town Hall in Turin, Georgia.

Adjournment

Chairman Thornton adjourned the meeting after receiving a motion from Ms. Shirley Marchman.

Faye Perdue, Secretary