

TO: COUNCIL, THREE RIVERS REGIONAL COMMISSION

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

SUBJECT: MINUTES OF MEETING HELD DECEMBER 15, 2016

The Regional Council of the Three Rivers Regional Commission held its meeting at 2:00 p.m. on Thursday December 15, 2016 at the Sharpsburg Town Hall in Sharpsburg, Georgia.

CALL TO ORDER AND WELCOME

Chairman Peter Banks advised the members that a quorum was reached, called the meeting to order and thanked the members for attending. He then asked Mr. Richard English to give the invocation; afterwards Chairman Banks led the members in reciting the Pledge of Allegiance.

Regional Council Members in Attendance

Ms. Kay Pippin, Mayor, City of Jackson
Ms. Clair Jones, Non-Public Member, Butts County
Ms. Donna Armstrong-Lackey, Non-Public Member, Carroll County
Mr. Clayton Hicks, Council Member, City of Newnan
Mr. Steve Stripling, 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. Peter Banks, Mayor, City of Barnesville
Ms. Beth Hadley, Chairperson, Meriwether County
Ms. Charlene Glover, Mayor, City of Greenville
Ms. Faye Perdue, Non-Public Member, Meriwether County
Mr. Bobby Blalock, Mayor, City of Zebulon
Mr. Fred Roney, Non-Public Member, Pike County
Mr. Raymond Ray, Commissioner, Spalding County
Mr. Douglas Hollberg, Council Member, City of Griffin
Mr. Charles Jones, Non-Public Member, Spalding County
Mr. Richard English, Jr., Commissioner, Troup County
Mr. Jim Thornton, Mayor, City of LaGrange
Mr. Bobby Frazier, Non-Public Member, Troup County
Mr. J. D. Stallings, Mayor, City of Thomaston
Mr. Ed Bledsoe, Governor's Appointee
Dr. Maggie Shook, Governor's Appointee

Regional Council Members Absent

Mr. Keith Douglas, Chairman, Butts County
Ms. Shirley Marchman, Council Member, City of Villa Rica
Mr. Tim Lassetter, Chairman, Coweta County
Mr. Denney Rogers, Mayor, City of Ephesus
Mr. Irvin Trice, Non-Public Member, Lamar County
Mr. Briar Johnson, Chairman, Pike County
Mr. Steve Hudson, Commissioner, Upson County
Ms. Laurie Holmes, Non-Public Member, Upson County
Mr. John Edwards, Governor's Appointee
Mr. John Rainwater, Lt. Governor's Appointee

Guests Present

Mr. Winston Skinner, Newnan Times Herald
Mr. Brian Johnson, Department of Community Affairs
Mr. Rusty Haygood, Department of Community Affairs
Ms. Saralyn Stafford, Department of Community Affairs
Ms. Corinne Thornton, Department of Community Affairs
Ms. Leslie McGuire, Department of Audits and Accounts
Mr. David Arner, Department of Audits and Accounts
Mr. Ian McCann, Department of Audits and Accounts
Mr. Cameron Goershel, Department of Audits and Accounts
Mr. Tavoires Edwards, Coweta County
Mr. Billy Minch, Warren Averett, CPA

INTRODUCTION OF GUESTS

Chairman Banks introduced Mr. Skinner, Mr. Johnson, Mr. Haygood, Ms. Stafford, Ms. Thornton, Ms. McGuire, Mr. Arner, Mr. McCann, Mr. Goershel, Mr. Edwards and Mr. Minch and thanked them for attending the meeting.

APPROVAL OF MINUTES OF LAST MEETING

The minutes of the meeting held October 27, 2016 were presented for approval. Mr. Lanier Boatwright advised the members that the October 27th meeting minutes reflected that a motion was made (and carried unanimously) regarding the adoption of the state rate of 50 cents per mile for the travel policy; the correct and current state travel policy states that reimbursement is for 57 cents a mile. It was noted that the October 27, 2016 meeting minutes needed to be amended. Mr. Fred Roney made the motion to amend the minutes to reflect the adoption of the state rate per mile for the travel policy; it was seconded by Mr. Clayton Hicks and carried unanimously. The question was then asked about adopting the October 27, 2016 minutes as amended. Mr. Bobby Blalock made the motion to adopt the October 27, 2016 minutes as amended; it was seconded by Mr. Richard English and carried unanimously.

CHAIRMAN'S REPORT

Chairman Banks advised the council that today's meeting would be Mr. Bobby Frazier's last meeting. Mr. Frazier is retiring and moving to Columbus. The council members expressed their appreciation to Mr. Frazier by a round of applause.

AUDIT REVIEW COMMITTEE REPORT

Chairman Banks asked Mr. Hicks to present the Audit Review Committee Report to the council. Mr. Hicks advised the members that the Audit Review Committee met on December 13, 2016. He asked Mr. Billy Minch to present the audit findings to the members. Mr. Minch advised the members that no material weaknesses were found. There was an increase of \$274,000 in our total net position from last year. Mr. Minch advised the members that the audit's first ten (10) pages provides a helpful summary of the report. The Warren Averett auditors have given TRRC an "unqualified or unmodified" opinion. Mr. Minch reiterated that this was "good for you to know." The net position at the end of the year was \$2,660,643 which is an increase over last year (which ended on June 30, 2015). Mr. Minch proceeded to give additional highlights to the members and then concluded his presentation. Mr. Hicks stated that the Audit Review Committee will make the motion to accept and adopt the audit; it was seconded by Mr. Ed Bledsoe and carried unanimously.

Mr. Hicks stated that the state audit was more critical of operational procedures. He recommended that all policies and procedures be reviewed; he suggested that an "ad hoc" committee be formed to review all the policies and procedures throughout the entire organization and to be in compliance with the state policies. Chairman Banks appointed the following individuals to the "ad hoc" committee:

Mr. Clayton Hicks	Mr. Denney Rogers
Mr. Briar Johnson	Ms. Maggie Shook
Mr. Richard English, Jr.	Ms. Kathy Knowles
Mr. Doug Hollberg	Ms. Donna Armstrong-Lackey
Ms. Leslie McGuire from the Department of Audits and Accounts	

Mr. Hicks noted that this would not be an overnight fix and that there are a lot of policies to review.

At this point, Ms. Kathy Knowles made a motion to amend the agenda to have the Discussion of State Audit and DCA Comments moved to after the various staff reports; it was seconded by Mr. Lee Boone and carried unanimously.

AGING PROGRAM UPDATE

Ms. Joy Shirley presented this portion of the agenda. She began her presentation by stating that more funding was available for in-home services, transportation funding, etc. Ms. Shirley noted that the Aging staff was encouraging a program that would allow dental hygienists to give dental care in nursing homes. The hygienists would work under the guidance of a dentist, although the

dentist would not be onsite. She mentioned that the state has requested that Three Rivers Area Agency on Aging (TRAAA) assume and administer an older worker training program in Southwest Georgia RC's area; this would be for a time frame of five (5) months. Ms. Shirley advised the members that there is no cost to TRRC and that the council's permission is needed in order to assume control over this program. Several members asked questions regarding this program with Ms. Kay Pippin adding that this issue needed to be tabled (until later on today's agenda) before possibly adding another program. Council agreed to wait to discuss this program until after state auditor's review is presented.

THREE RIVERS WORKFORCE DEVELOPMENT DISCUSSION

Mr. Robert Hiatt presented this portion of the agenda. He advised the council that the Georgia Workforce Division has sector partnerships with various areas. Our area has manufacturing, logistics and healthcare as the sector partnership's areas of interest. Mr. Hiatt explained that grants are available for those areas of employment and that the deadline to apply for the grants is February 24, 2017. He asked that the council give their approval and authorization to apply for the grants. Ms. Donna Armstrong-Lackey made the motion to authorize to apply for the grant; it was seconded by Ms. Charlene Glover. Chairman Banks asked if there was any discussion on this matter and Mr. Raymond Ray stated that, "before we take on another program, we need to know where we are." Ms. Armstrong-Lackey noted that this was not a new program with the chairman then calling for the vote; the majority voted in favor of the motion.

TRANSPORTATION UPDATE

Mr. Hiatt presented this portion of the agenda. He advised the members that there were "not a lot of significant matters going on now."

EXECUTIVE DIRECTOR'S REPORT

Mr. Lanier Boatwright advised the members that Mr. Hiatt was the outgoing Georgia Transit Association (GTA) President. Mr. Hiatt has served in that capacity for several years and GTA has seen an increase in membership during his presidency.

Ms. Peggi Tingle will celebrate her fortieth (40th) anniversary as a TRRC employee on January 24, 2017.

Mr. Boatwright advised the members that there is a need to strengthen the regional commission. SouthEast Regional Directors Institute (SERDI) has proposed to evaluate the executive director, TRRC, council members, etc., and provide an in-depth study of these areas. The evaluation has been proposed to begin in April and last for two (2) months; the report would be available to the council by the end of June. Chairman Banks believes that this study is needed and made an "executive decision" regarding this matter. Ms. Knowles stated that the state had prepared such a report; she was assured that this report was more in-depth than what the state has prepared. The report's cost was questioned; the cost is \$4500 and the bill would be submitted after the completed document was received. Ms. Pippin inquired if the chairman was asking the council

to vote on this matter today to which he responded “no.” Ms. Knowles questioned if the chairman had the authority to make such a decision by himself while Ms. Pippin questioned the need for this study before the council heard the state auditors’ presentation. The chairman indicated that he is agreeable to the council’s vote and that he would accept a motion and a second. Ms. Pippin inquired again about the need for this report before the council heard the state auditors’ presentation. At this point, several other members then asked why the agenda was amended if the council was not able to conduct business before hearing from the state auditors and DCA. Mr. Ed Bledsoe commented that “we have 3 officers here and they are doing an excellent job...when they get the knowledge, then let them go ahead and make the decision and call us to recommend what needs to be done.”

DISCUSSION OF STATE AUDIT AND DCA COMMENTS

Ms. Leslie McGuire, Mr. David Arner, Mr. Ian McCann and Mr. Cameron Goershel presented this portion of the agenda. Ms. McGuire began by giving background information on why and when the audits were established, information about the “scorecard”, etc. Mr. Arnel stated that the auditors focus on accountability and transparency of state funds that are received by the regional commissions. He commented that the auditors generally see a “mixed bag...that is where you are at...performing well in some areas.” Some discussion centered around the timeline of a response for the auditors and moving on to questions of areas of improvement. It was noted that several issues have been corrected such as executive director’s reimbursements being handled through the automated clearing house (ACH) process which requires review and approval from two (2) of five (5) council members that have been established as signatories on TRRC’s accounts; recording all training into the Department of Community Affairs’ (DCA) system and clarifying what constitutes training hours during a training session; travel policies which the auditors indicated were not out of compliance with the council’s established travel policies. The auditors are recommending that TRRC follow the state travel policies. Customer satisfaction was also a topic that was discussed. The state auditors did say that surveys were sent to all communities within the regional commission’s jurisdiction; some areas did not submit a response. The TRRC staff has asked which governments responded so that we could address any concerns with those communities; the auditors have finally included the list of local governments that did respond, but cannot provide the comments that were given. At this point, some council members asked about deadlines to submit information for local communities to continue to keep their Qualified Local Government (QLG) status. Mr. Brian Johnson of the Department of Community Affairs (DCA) was asked to speak on this subject. Mr. Johnson indicated that reporting items in a timely manner were of essence for local governments to keep their QLG status and to qualify for grants, etc. Mr. Johnson asked Mr. Rusty Haygood to make some brief remarks. After hearing Mr. Haygood, Mr. Doug Hollberg asked “isn’t it the local government’s responsibility to make sure that everything is turned in? I don’t look towards Lanier and his staff to take care of the Griffin’s issues. I look at my city manager, at my public works director to make sure that they turn in and do what they’re supposed to do.” Mr. Haygood remarked that it is “a partnership” to handle these responsibilities. Mr. Hollberg agreed and remarked “ultimately, it’s me as an elected official to make sure that my staff is doing their job...” Mr. Haygood’s response was “yes, it is the city/county’s ultimate responsibility.” Mr. Raymond Ray made some comments and stated “they didn’t say that we’re broke...they said that

we had issues in some areas. We need to address those issues. This is not an adversarial affair that I have witnessed here for the past hour. This is them trying to help us and we should take that information and utilize it for us to improve our stance instead of sitting here, debating the different aspects of the inspection and review. So I would recommend that we basically sit down and make a judgement of are we going to address this issue internally with our own committee or the committee that the chairman brought up earlier with someone coming in from the outside. We're not busted, we have issues that we need to fix." This prompted more discussion from several members. Mr. Lee Boone commented about the council meetings being in violation of the Sunshine Law according to the state auditors' report. It was noted that the meeting notifications are now placed on the TRRC website as well as the same notices being sent to media (newspapers and radio stations), local governments, etc., as they have in the past. Mr. Hicks remarked that "it sounds as though several of the things that you have addressed and brought forth in your report are common things that you address at other sites. Were there things that you found that weren't more common...that really stood out to you?" Mr. Arner responded, "There are common things...we want consistency." He indicated customer satisfaction and planning as the areas of improvement.

Ms. Pippin commented that an executive session was needed "to discuss what's going on with us." Chairman Banks commented that the Ad Hoc Committee should be allowed to meet and address the concerns. Mr. Fred Roney recommended to list all the complaints and responses and report back to the board with a status report; Mr. Blalock agreed with Mr. Roney's remark. It was at this point that Chairman Banks thanked the guests for attending and making their presentations. He also appointed Ms. Donna Armstrong-Lackey to the Ad Hoc Committee; he assured the council that he thought geographically when appointing members to this committee.

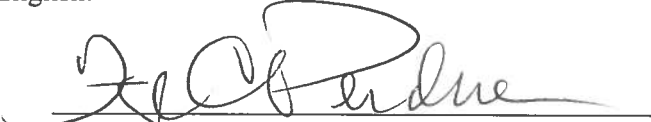
Ms. Knowles made a motion to go into executive session with Chairman Banks ruling that the motion was out of order. She then made a motion to amend the agenda to included "executive session" and Chairman Banks ruled that motion out of order. Mr. Lee Boone seconded Ms. Knowles motion with Chairman Banks stating that there is "not going to be an executive session" and the motion "is out of order." Ms. Knowles made a motion to override Chairman Banks' decision; it was seconded by Mr. Boone. Chairman Banks called for the vote with the final tally being 7 votes for the motion to override the chairman's decision and 8 votes to deny the motion to override the decision. The chairman proceeded with the remainder of the agenda (nothing was reported under "Other Business" or "Good of the Order"). At this point, Mr. Ray asked "what is the procedure to have a called meeting?" Mr. Ray made the motion to have a called meeting in mid-January to discuss the matters left unresolved today; it was seconded by Ms. Armstrong-Lackey and carried unanimously. Mr. Hollberg recommended that the meeting date be January 19, 2017 with Ms. Pippin commenting to "add executive session to agenda."

At this point, the tabled items (from earlier in the meeting) were discussed. Ms. Armstrong-Lackey made the motion that the TRAAA take over the Southwest Georgia Regional Commission Senior Employment Program; it was seconded by Mr. Hollberg. Mr. Boone expressed his concern with taking over the Southwest Georgia RC training program. Chairman Banks called for the vote. A total of thirteen (13) members voted to approve the motion with five (5) members (Mr. Steve Stripling, Mr. Boone, Mr. Charles Jones, Ms. Knowles and Ms.

Pippin) against. The TRAAA will take over the Southwest Georgia RC Senior Employment Program.

ADJOURNMENT

Chairman Banks asked for a motion to adjourn the meeting. Mr. Hollberg made the motion to adjourn; it was seconded by Mr. English.



Faye Perdue, Secretary