



Jim Thornton, Chairman
Kirk R. Fjelstul, Executive Director

Counties Served: Butts, Carroll, Coweta, Heard, Lamar,
Meriwether, Pike, Spalding, Troup and Upson

TO: COUNCIL, THREE RIVERS REGIONAL COMMISSION

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

SUBJECT: MINUTES OF MEETING HELD JUNE 28, 2018

The Regional Council of the Three Rivers Regional Commission held its meeting at 2:00 p.m. on Thursday, June 28, 2018 at the Sharpsburg Town Hall in Sharpsburg, 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. Ken Rivers to give the invocation; afterwards Chairman Thornton led the members in reciting the Pledge of Allegiance.

Regional Council Members in Attendance

Mr. Ken Rivers, Commissioner, Butts County
Ms. Kay Pippin, Mayor, City of Jackson
Ms. Donna Armstrong-Lackey, Non-Public Member, Carroll County
Mr. Dustin Koritko, Council Member, City of Newnan
Mr. Steve Stripling, Non-Public Member, Coweta County
Mr. Lee Boone, Chairman, Heard County
Mr. Denney Rogers, Mayor, City of Ephesus
Ms. Kathy Knowles, Non-Public Member, Heard County
Mr. Alfred "Buster" McCoy, Chairman, Meriwether County
Ms. Faye Perdue, Non-Public Member, Meriwether County
Ms. Charlene Glover, Mayor, City of Greenville
Mr. Briar Johnson, Chairman, Pike County
Mr. Bobby Blalock, Mayor, City of Zebulon
Mr. Raymond Ray, Chairman, Spalding County
Mr. Douglas Hollberg, Chairman, City of Griffin
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
Ms. Sallie Barker, Non-Public Member, Upson County
Mr. John Rainwater, Lt. Governor's Appointee

Regional Council Members Absent

Mr. Marty Smith, Chairman, Carroll County
Ms. Shirley Marchman, Council Member, City of Villa Rica

Mr. Tim Lassetter, Commissioner, Coweta County
Mr. Bennie Horton, Commissioner, Lamar County
Mr. Peter Banks, Mayor, City of Barnesville
Mr. Irvin Trice, Non-Public Member, Lamar County
Mr. Fred Roney, Non-Public Member, Pike County
Mr. Charles Jones, Non-Public Member, Spalding County
Mr. J. D. Stallings, Mayor, City of Thomaston
Mr. John Edwards, Governor's Appointee

Staff Present

Mr. Kirk Fjelstul, Executive Director
Ms. Peggi Tingle, Administrative Services Director
Ms. Amanda Turner, Deputy Administrative Services Director
Ms. Jeannie Brantley, Planning Director
Ms. Joy Shirley, Director, Area Agency on Aging
Ms. Hope Blakely, HR Generalist
Ms. Pavielle Ludlow, Transit Manager
Ms. Stephanie Glenn, Interim Workforce Director
Ms. Stephanie Matthews, Workforce Youth Services Manager
Ms. Jan Perez, Secretary

APPROVAL OF AGENDA

Chairman Thornton asked the members to review and approve the agenda. Mr. Dustin Koritko made the motion that the council approve the agenda; it was seconded by Mr. Ken Rivers and carried unanimously.

APPROVAL OF MINUTES – APRIL 24, 2018

Chairman Thornton asked the members for a motion to approve the April 24, 2018 meeting minutes. Ms. Donna Armstrong-Lackey made the motion that the council approve the April 24, 2018 meeting minutes; it was seconded by Mr. Koritko and carried unanimously.

CHAIRMAN'S REPORT

Chairman Thornton advised the members that he did not have anything to report and he proceeded to introduce Georgia Department of Revenue Commissioner Lynne Riley. He asked Commissioner Riley to begin her presentation.

PRESENTATIONS/DELEGATIONS

Commissioner Lynne Riley, Georgia Department of Revenue, gave a brief overview of several pieces of legislation that will affect tax revenue collection in Georgia. She also advised the members that an updated system for registering vehicles or renewing tags would be implemented in May, 2019; this system should enable quick and efficient transactions between the public and county tag offices.

EXECUTIVE DIRECTOR'S REPORT

Public Hearing for Three Rivers Annual Implementation Program Report

Mr. Kirk Fjelstul advised the members that a public hearing was needed concerning the Three Rivers Annual Implementation Program Report. Ms. Jeannie Brantley, Planning Director, was asked to give a brief account on this report. She advised the members that they had previously received the report (Annual Implementation Program) and that it is posted on the Three Rivers Regional Commission (TRRC) website as well. This report consists of four (4) components and it is an update to the Three Rivers Regional Plan that was completed in 2014. The information must be submitted to the Department of Community Affairs (DCA) by June 30th for their review and approval. Once DCA is finished with the review and approval process, they will return it to TRRC for the council to adopt. Chairman Thornton opened up the public hearing for public comments on the Annual Implementation Program Report; he asked if anyone would like to make any comments. Hearing none, he declared that the public hearing was closed.

Strategic Plan and Retreat

Mr. Fjelstul advised the members that Planning and Projects Chair Briar Johnson would provide information about the Strategic Plan during his portion of the Committee Reports.

The council has received an email regarding the proposed council retreat; responses were received from twenty-one (21) members. Mr. Fjelstul encouraged the members to contact the TRRC staff if they would like to attend but did not respond to the initial email. The retreat is slated for the afternoon of December 5th with an overnight stay and will conclude on the afternoon of December 6th. The tentative plan would be for everyone to arrive between 1:00 p.m. – 2:00 p.m., participate in a few activities, have dinner and start again on the morning of December 6th with the possible end time of 3:00 p.m. At the time of the retreat, the council should have reviewed and approved the mission and vision statements. Other topics to be addressed during the retreat are as follows:

- How we move forward building our credibility.
- How we move forward with our customer service.
- How do we build this culture of daily distinction?

The retreat may cost “upward of \$15,000.” Several facilities have been contacted and quoted prices for the event, but Great Wolf Lodge has provided the best price and we need to sign a contract with them as soon as possible.

COMMITTEE REPORTS

Finance, Audit and Administration Committee

Chairman Thornton advised the members that the Finance, Audit and Administration Committee Chair Ken Rivers would present this portion of the report. Committee Chair Rivers told the council that he would provide brief reports on the committee's work, but that the committee did spend more time discussing these topics.

June 28, 2018 Meeting:

FY 2019 Budget Adoption (action item)

Committee Chair Rivers advised the council that the Finance, Audit and Administration Committee's recommendation is to adopt the FY 2019 Budget. Chairman Thornton asked if there was any discussion regarding the recommendation; he further explained that since it is a recommendation from the committee, it does not require a motion and the council can act upon the committee's recommendation. There was no discussion and Chairman Thornton proceeded with the vote; the council voted unanimously to adopt the FY 2019 Budget.

Revised FY 2018 Budget Adoption (action item)

The Finance, Audit and Administration Committee's recommendation is to adopt the Revised FY 2018 Budget. Chairman Thornton asked if there was any discussion and there was none. He proceeded with the vote; the council voted unanimously to adopt the Revised FY 2018 Budget.

Aging Program Contracts (Subcontractors) (action item)

The Finance, Audit and Administration Committee's recommendation is to approve the Aging Program contracts for fiscal year 2019 (FY 2019). Chairman Thornton asked if there was any discussion and there was none. He proceeded with the vote; the council voted unanimously to approve the Aging Program contracts.

Mr. Raymond Ray asked, "Is there going to be any issue about us not taking a motion and a second with these things?" Chairman Thornton replied, "My understanding of the *Rules of Procedure* is that a committee report does not require a motion. Anything that comes from a committee of the body does not require a motion or a second because they're a committee and it's assumed that it is already in place and all we need to do is have action on the recommendation." Mr. Ray indicated that he did not want the council to have to revisit this issue again. Chairman Thornton reiterated "if it comes as a recommendation from the committee, it does not require a motion." Mr. Bobby Blalock agreed with Chairman Thornton's explanation and the meeting proceeded.

Transit Contract Renewals (action item)

Per Committee Chair Rivers, "The Finance, Audit and Administration Committee's recommendation is to approve the FY 2019 Transit contract renewals consistent with the attached summary." Chairman Thornton asked if there was any discussion; Ms. Charlene Glover asked if the contracts were with the same transportation company and was advised by Committee Chair Rivers that it was indeed the same company. Chairman Thornton proceeded with the vote; the council voted unanimously to approve the Transit contract renewals.

Workforce Contract Renewals (action item)

Committee Chair Rivers advised the members that the committee did have additional discussion in their meeting about this item. The company, Paxen, which is contracted to facilitate the Youth Services program, has not been performing very well in some of the counties. The Workforce Development Board and management have been monitoring this situation; per Committee Chair Rivers, the Finance, Audit and Administration Committee "is willing to look in the future to what we can do to probably go in a different direction from the contract with Paxen. At this time, the committee's recommendation is that

we approve the fiscal year 2018-2019 (FY 2018 – FY 2019) Workforce Program and Business Services contract renewals consistent with the attached summary.” Chairman Thornton asked if there was any discussion; Mr. Douglas Hollberg asked about a proration payment versus the amount of service that they provide so that they do not receive the full amount of the contract and was advised that it was not in the current contract. Ms. Armstrong-Lackey, also a Workforce Development Board member, stated that ...”the Workforce Development Board did meet and has reviewed this matter very intensely and would take these comments under advisement.” She also stated that the Paxen contract has been reduced by \$300,000 because of their lack of performance. Mr. Curtis Brown wanted to know what the specific issues were with Paxen; Committee Chair Rivers explained that the issue was with the lack of youth participation that was promised. A total of 275 youths were to be served by the program and that goal was not reached; Paxen is also not doing well in Butts, Lamar and Pike counties due to the underlying issues of lack of participation and promotion. If the contract is not renewed, it could prove detrimental to the participants. Chairman Thornton stated that the committee’s recommendation is to approve the Workforce contract renewals and called for the vote; the council voted unanimously to approve the Workforce contract renewals.

Three Rivers Health Insurance Benefits (action item)

Committee Chair Rivers explained that Mr. Matt Bidwell, the MSI Benefits Group, Inc. representative, made a presentation to the Finance, Audit and Administration Committee earlier today. TRRC is a part of the Association County Commissioners of Georgia (ACCG) network, which enables us to receive a better rate for premiums. The contract has been renewed with a slight adjustment to the prescription plan, which has led to a decrease in the rate from the previous year; the committee’s recommendation is to ratify the Three Rivers Regional Commission employee health benefit program for FY 2019. Chairman Thornton stated that the committee’s recommendation is to ratify the employees’ health benefit plan and called for any discussion on this matter; hearing none, he then proceeded with the vote. The council voted unanimously to ratify the employees’ health benefit plan.

June 20, 2018 Meeting:

Transit Procurement Policy (action item)

Committee Chair Rivers advised the members that the Transit Procurement Policy was a policy template designed for the TRRC’s transit program to create a common term and definitions to match the regulations of the Federal Transit Administration (FTA); this document should assist with keeping TRRC in compliance with the FTA. The committee’s recommendation is to approve the Transit Procurement Policy. Chairman Thornton called for any discussion on this matter; hearing none, he then proceeded with the vote. The council voted unanimously to approve the Transit Procurement Policy.

Financial Management Procedures

Committee Chair Rivers reported that the Financial Management Procedures was not an action item; the committee engaged in a discussion to understand the procedures and how they are done.

March Financial Reports

Ms. Peggi Tingle presented the March Financial Reports to the committee during their meeting. It was noted that this was for informational purposes only and not an action item.

Transit Compliance Review Notice

A Transit Compliance Review Notice was recently received; the Georgia Department of Transportation (GDOT) conducted the transit compliance review for FY 2018. GDOT noted that there were no findings requiring any corrective action. The committee has no recommendation; this was for informational purposes.

Southwest Georgia (SOWEGA) Title V Program

Committee Chair Rivers reported that the SOWEGA Title V Program provides job training for individuals ages 55 and older and that the program is being conducted outside the TRRC region. He also advised that there is no committee recommendation and that this matter is presented for information. Mr. Fjelstul advised the members that in 2016, the council voted to authorize TRRC to operate the SOWEGA program; the meeting minutes reflect that the council voiced concerns about the program costing money to TRRC. It was also reported that there were assurances that TRRC would operate the SOWEGA Title V program for five (5) months and that it would not cost any money to TRRC. Mr. Fjelstul reported that the Finance staff has raised concerns about TRRC still operating the program and it costing TRRC around \$10,000. It was noted that it is TRRC's intention to terminate the program shortly after the new fiscal year's start; the state is aware of this decision. A few members voiced displeasure about this program and how it was allowed to continue. Mr. Fjelstul advised the council that the program was included in the Department of Human Services (DHS) new contract with TRRC that was approved by the members. Chairman Thornton noted that this raises the issue of controls, at both the Finance Committee and staff levels, with both groups reviewing the programs to see if they are making or costing money.

Planning and Projects Committee

Chairman Thornton advised the members that the Planning and Projects Committee Chair Briar Johnson would present this portion of the report.

June 28, 2018 Meeting:

Strategic Plan Discussion – Mission and Vision Facilitated Session – Carrie Barnes (EMC)

Committee Chair Johnson advised the members that Ms. Carrie Barnes facilitated the Planning and Projects Committee meeting that was held earlier today. Ms. Barnes asked the members to work on a vision and mission statement; she divided the committee into two (2) groups with one group working on the vision statement while the other worked on the mission statement. After several minutes, both groups presented their statements to one another and critiqued both statements. Committee Chair Johnson presented the revised statements as follows:

Mission (statement): *To provide leadership, resources and solutions to promote community improvement and economic competitiveness for the communities in our 10 county region.*

Vision (statement): *To be the leader in planning, promoting and facilitating improvements in our 10 county region.*

These statements will be presented again in the future to the council for their approval.

May 31, 2018 Meeting:

Three Rivers Annual Implementation Program Report (action item)

Committee Chair Johnson recounted that the Three Rivers Annual Implementation Program Report was presented to the Planning and Projects Committee last month. This document is completed for the Department of Community Affairs (DCA) and contains a Report of Accomplishments from the previous work program, a Local Government Performance Standards Update, and a new Regional Work Program. The committee's recommendation is to approve the Annual Implementation Program Report. Chairman Thornton advised the members that a public hearing was completed earlier in today's council meeting; the public hearing yielded no comments. He then asked for any discussion; hearing none, he then proceeded with the vote. The council voted unanimously to approve the Three Rivers Annual Implementation Program Report.

Workforce Board

Ms. Armstrong-Lackey presented this portion of the agenda. The Workforce Board began the day with their meeting and they agreed that a full 90 minutes is needed to meet and complete their business; the Workforce Board will look at the meeting time for their future meetings.

Ms. Janice Davis, WIOA Services Director, and Mr. Matt Clark, One-Stop in Griffin, made a presentation to the Board; they have been asked to make their presentation available to the entire council.

The Workforce Board approved several contracts approved for the One-Stop and continued contract with Georgia Department of Labor (GDOL) for the one stop offices in Griffin, Carrollton, LaGrange as well as an affiliate office at Newnan's Central Educational Center (CEC). The Workforce Board has also participated in discussions concerning the Youth Services contract with Paxen. Ms. Armstrong-Lackey advised the members that the board will monitor this matter and that the board approved \$624,398.00 for Paxen while they (Paxen) asked for an excess of \$900,000, which was not approved at staff's recommendation. The board will continue with careful observing until the Request for Proposals (RFP) period in January, 2019. The West Georgia Technical College – Goodwill Joint Program for Carroll, Coweta and Troup was approved by the board. A Career Services contract with West Georgia Technical (worth \$527,776) was approved and it supports Carroll, Coweta, Heard, Meriwether and Troup counties. The board approved a business and training agreement with U.S. Beverage in Newnan for \$18,560.00, which will directly benefit three (3) program applicants. Ms. Armstrong-Lackey also reported that the Workforce Board approved income standards to support services for adults at a two hundred per cent (200%) above poverty level to better meet the needs of the Workforce Development clients.

Old Business

None

New Business

Mr. Fjelstul referenced Ms. Armstrong-Lackey's comment about the Workforce Board's need for 90 minutes to meet and conduct business. He mentioned that there are two (2) standing committees and that the intent is to have all committees, board and council meetings on the same day and at the same location; a regular meeting schedule will be published and forwarded to the members.

Other Business

Nothing was presented under this portion of the agenda.

Good of the Order

Mr. Rivers announced the recent passing of Ms. Claire Jones. He expressed his condolences and stated that, "she was a wonderful person and that she will be greatly missed." The council and staff send their condolences to Ms. Jones' family.

Ms. Armstrong-Lackey announced that Carroll Connections Rural Transit program will begin serving the area effective July 2, 2018. The community will get a preview of the transit system and the buses on July 1st with free rides. Ms. Armstrong-Lackey expressed her appreciation to the regional commission for assistance with the transit program process and she thanked Ms. Pavielle Ludlow for her support and help.

Mr. Johnson reported that the Veterans Administration medical clinic is still on board to come to the Pike County area. Mr. Johnson has been asked by other committee members about the clinic, but was hesitant to mention it since no new information is being released by the federal government about the project. He was asked if it will be a hospital, but it will be an outpatient clinic that will be located "somewhere in Zebulon."

Date and Location of Next Meeting

Chairman Thornton announced that the next meeting would be August 23, 2018. The meeting location is the Sharpsburg Town Hall and the meeting time is 2:00 p.m.

Adjournment

Chairman Thornton adjourned the meeting after receiving a motion from Mr. Koritko; the motion was seconded by Ms. Armstrong-Lackey.

Faye Perdue, Secretary