

## MINUTES

Middle Georgia Regional Commission  
Council Meeting  
Thursday, February 8, 2018, 6:00 p.m.  
175 Emery Highway, Suite C, Macon, Georgia

### MEMBERS PRESENT

#### BALDWIN COUNTY

Lee Slade  
John Westmoreland  
Richard Mullins  
Derek Williams  
Denese Shinholster

#### CRAWFORD COUNTY

Charles Westberry  
Jay Andrews  
Paul Chapman

#### HOUSTON COUNTY

John Harley  
George Slappey  
Tommy Stalnaker  
Clifford Holmes

#### JONES COUNTY

Frank Duke  
Francis Adams  
Ed Barbee  
Chris Weidner  
Jimmy Roberts

#### MACON-BIBB COUNTY

Robert Reichert  
Yolanda Latimore  
Dominque Johnson  
Al Tillman

#### MONROE COUNTY

Richard Bazemore  
Melvin Lawrence

#### PEACH COUNTY

Martin Moseley  
James Khoury  
LeMario Brown  
Barbara Williams

#### PULASKI COUNTY

Tim Young  
Henry Cravey  
Brooks Bailey  
Butch Hall  
James Colson

#### PUTNAM COUNTY

Stephen Hersey  
Paul Van Haute  
Billy Webster

#### TWIGGS COUNTY

Ken Fowler  
Kathryn Epps  
Shannon Hart  
Tracy Jackson

#### WILKINSON COUNTY

Marty Dominy  
Mark Dupree  
Emma Bacon

MIDDLE GEORGIA

James Vaughn

Nancy Nash

Charles Sims

GUESTS PRESENT:

David Cassell – State Road & Tollway Authority

Joyce Denson – Mayor, City of Toombsboro

Tonya Mole- Field Representative for DCA

Andrew Ross- Field Representative for Senator Johnny Isakson

Greg Ziesenhene - Field Representative for Senator David Perdue

STAFF PRESENT:

Matt Beal - GIS Analyst

Greg Boike – Director of Public Administration

Kevin Brown – Attorney

Lisa Datoc - Data and Performance Analyst

Jen Doran – Office Manager

Sara Dusenberry - Government Services Specialist

Matt Garvin – Director of Finance

Michelle Grembowski – Director of Technology Services

Julie Hall - Director of Area Agency on Aging

Terrilyn Hannah – Director of Workforce

Andrea Jones- Career Development Specialist

Brent Lanford – Deputy Director

Laura Mathis – Executive Director

Gwen Presley – Administrative Assistant

Howard Scott – Special Projects Coordinator

Kim Stanton – Executive Assistant

Kayleigh Sullivan - Sr. Government Services Specialist

CALL TO ORDER

Council Chairman Robert Reichert called the February 8, 2018, meeting to order at 6:00 pm.

ROLL CALL

Executive Assistant Kim Stanton reviewed the attendance log and indicated that a quorum was present with 25 voting and 21 non-voting members.

OPENING CEREMONIES

a. Invocation and Pledge of Allegiance

Macon-Bibb County Council Member Dominique Johnson gave the invocation and the Council followed with the Pledge of Allegiance.

b. Welcome

Council Chairman Robert Reichert welcomed everyone to the February 8, 2018, Council meeting.

c. Introduction of New Members/Guests

Council Chairman Robert Reichert acknowledged the following guests at the Regional Commission Council Meeting:

Joyce Denson - Mayor, City of Toombsboro  
Tonya Mole - Field Representative for DCA  
Andrew Ross - Field Representative for Senator Johnny Isakson  
Greg Ziesenhene - Field Representative for Senator David Perdue

GUEST SPEAKER

Brent Lanford, Deputy Director for the MGRC introduced David Cassell from the State Road & Tollway Authority. Mr. Cassell thanked the Council for the opportunity to speak about the Georgia Transportation Infrastructure Bank (GTIB) that can provide grants and low-interest loan programs administered by the State Road and Tollway Authority as an alternative way to complete needed transportation projects in the local communities. Mr. Cassell stated that the GTIB application period is open until March 22, 2018. More information can be found at [www.srta.ga.gov/gtib](http://www.srta.ga.gov/gtib).

Chairman Reichert thanked Mr. Cassell for his remarks.

STANDARD ORDER OF BUSINESS

a. Approval of Minutes of January 11, 2018, Council meeting

There were no corrections to the minutes of the January 11, 2018, Council meeting. They were unanimously approved on a motion by Mark Dupree and second by John Harley.

- b. Old Business

None

- c. New Business

- i. Council Committee Appointments

Council Chairman Robert Reichert reported that with the election of new officers, it is appropriate that the appointments to the standing committees be made at this time. In accordance with the Bylaws, the following members have been appointed to the following committees for the period of 2018 – 2020.

#### **Nominating Committee**

Jimmy Roberts – Committee Chair

Tommy Stalnaker

Barbara Williams

Brooks Bailey

Denese Shinholster

Council Chairman Robert Reichert thanked George Slappey, Paul Chapman, John Harley, Shannon Hart, and James Richardson for their prior service.

#### **Budget, Audit & Personnel Committee**

Dick Bazemore – Committee Chair since he is Vice-Chair of the Council.

Martin Moseley

Ed Barbee

Shannon Hart

Dominique Johnson

Charlie Westberry

James Vaughn – Ex Officio

John Harley – Ex Officio

Robert Reichert – Ex Officio

Council Chairman Robert Reichert thanked Johnny Westmoreland, Charles Brack, Clifford Holmes, Butch Hall, and Billy Webster for their prior service.

### **Pension Committee**

George Slappey

Derrick Williams

Robert Reichert – Ex Officio

Council Chairman Robert Reichert thanked Frank Duke for his prior service.

### **Aging Services Committee**

Richard Mullins

Jay Andrews

Clifford Holmes

Chris Weidner

Yolanda Latimore

Greg Tapley

Barbara Williams

Tim Young

Paul Van Haute

Tracy Jackson

Mark Dupree

Nancy Nash – Ex Officio

Robert Reichert – Ex Officio

Council Chairman Robert Reichert thanked Johnny Westmoreland, Paul Chapman, John Harley, Francis Adams, Melvin Lawrence, Henry Cravey, Billy Webster, Kathryn Epps, Emma Bacon, and Denese Shinholster for their prior service.

Council Chairman Robert Reichert appointed Eric Wilson to serve as the representative to the Georgia Association of Regional Commissions Policy Board along with the Executive Director, and the full Council will serve as the CEDS Committee for the two-year period beginning February 2018.

No action is required by the Council on these appointments. Chairman Reichert expressed his appreciation for everyone's willingness to serve.

#### ii. Local Assistance Requests

Kayleigh Sullivan presented the following local assistance requests that have been received since the January Council meeting:

**Community:**            **Baldwin County**

Project Description: Assistance with submitting a Fire Prevention and Safety Grant application.

**Community: City of Danville**

Project Description: Assistance with submitting a grant for playground/park equipment.

**Community: City of Forsyth**

Project Description: Assistance with an Annexation Study.

**Community: City of Forsyth**

Project Description: Assistance with submitting the 2018 CDBG for Blount Street.

**Community: City of Gray**

Project Description: Assistance with facilitating the city's upcoming retreat.

**Community: City of Hawkinsville**

Project Description: Assistance with researching grants for the restoration of the Old Firehouse in Hawkinsville.

**Community: City of Irwinton**

Project Description: Assistance with seeking CDBG funds to focus on Allen Street, Church Street, and Knight Street.

**Community: Macon Bibb County**

Project Description: Assistance with submitting an application to the Youth Build Grant program, sponsored by the U. S. Department of Labor.

**Community: City of McIntyre**

Project Description: Assistance with seeking CDBG funds to install sewer lines within the city limits of McIntyre.

**Community: Peach County**

Project Description: Assistance with submitting an Assistance to Firefighters Grant.

**Community: City of Roberta**

Project Description: Assistance with submitting the 2018 CDBG for sewer improvements.

**Community: Twiggs County**

Project Description: Assistance with the planning, research, and facilitation for an upcoming county leadership retreat.

The local assistance requests were unanimously approved on a motion by Clifford Holmes and second by Mark Dupree.

iii. Preparation and Submittal of FTA Section 5310 Application

Matt Garvin reported that, in the past, the Middle Georgia Regional Commission has requested grant funding assistance from the Georgia Department of Human Services (DHS) for the purpose of providing transportation services to eligible DHS Division of Aging Services clients as part of the Section 5310 Coordinated Transportation Program. The program provides vital public transportation services to the following counties: Baldwin, Crawford, Houston, Jones, Macon-Bibb, Monroe, Peach, Pulaski, Twiggs, and Wilkinson. Putnam County does not provide transportation services to DHS Division of Aging Services clients but does provide transportation services to eligible clients in other areas of the Coordinated Transportation Program.

**WHEREAS**, the Middle Georgia Regional Commission, hereinafter referred to as the “Applicant” has requested grant funding assistance from the Georgia Department of Human Services (DHS) for the purpose of providing transportation service to eligible DHS Division of Aging Services clients; and

**WHEREAS**, this project is considered to be important and necessary to public transportation in Baldwin, Crawford, Houston, Jones, Macon-Bibb, Monroe, Peach, Pulaski, Twiggs and Wilkinson counties.

**NOW, THEREFORE, BE IT RESOLVED** that the Applicant, while making application to or receiving grants from the Federal Transit Administration, will comply with the federal statutes, regulations, executive orders and administrative requirements as listed in Appendix A of the FTA Circular FTA C 9070.1C, and as also included in Appendix B of the Georgia Department of Human Resources State Management Plan and Application Package for Elderly and Disabled Transportation inclusive; and

**BE IT FURTHER RESOLVED** that Laura Mathis, Executive Director, is empowered to sign contracts on behalf of the Applicant and that she may sign on behalf of the Applicant any assurance, certification, or other documentation that may be required as a part of the application submitted.

The FTA Section 5310 Application Update was unanimously approved on a motion by Tommy Stalnaker and second by John Harley.

iv. Resolution Approving Submission of FY 2018 Area Plan

Julie Hall reported that the Georgia Department of Human Services, Division of Aging Services, all Area Agencies on Aging must submit Area Plans which documents goals related to service delivery within the public service region. This process is completed every four years with annual updates and revisions. Adoption of the resolution gives Middle Georgia Regional Commission the right to submit the document to the Georgia Department of Human Services, Division of Aging Services following review of the Aging Services Committee.

**WHEREAS**, the Middle Georgia Regional Commission has served as the Area Agency on Aging since 1977; and

**WHEREAS**, the Middle Georgia Regional Commission has provided program planning and development, technical assistance, coordination, administration, and fiscal accountability for program services to older citizens of Middle Georgia; and

**WHEREAS**, the services provided through subcontracts administered by the Area Agency on Aging have directly or indirectly benefited a large portion of the Middle Georgia population; and

**WHEREAS**, the work program and services of the Area Agency on Aging are reviewed and approved by the Middle Georgia Regional Commission Council prior to implementation; and

**WHEREAS**, the Department of Human Services, Division of Aging Services requires preparation of an annual plan which identifies the types and quantifies the level of services needed by the older citizens of Middle Georgia; and

**WHEREAS**, it is in the best interest of the citizens of Middle Georgia that an FY 2019 Area Agency on Aging Area Plan Revision be developed and submitted to the Division of Aging Services.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Middle Georgia Regional Commission, by adoption of this resolution, does hereby proclaim its commitment to serving the senior citizens of Middle Georgia.

**BE IT FURTHER RESOLVED** that the Chairman, Vice Chairman or Executive Director of the Middle Georgia Regional Commission is empowered to sign contracts, assurances, certifications or other documents, as may be required to administer Area Agency on Aging programs.

The submission of FY 2018 Area Plan was unanimously approved as presented on a motion by Yolanda Latimore and second by Dick Bazemore.

v. Authorization for Signatures When Conflict Exist

Laura Mathis reported that Mayor Robert Reichert was elected to serve a two-year term as Chairman of the Middle Georgia Regional Commission Council. As the Mayor of Macon-Bibb County, Mayor Reichert also serves as the Chief Local Elected Official (CLEO) for Workforce Development Area 10 under the federal Workforce Innovation and Opportunity Act. There are times that documents must be signed by both the CLEO and a representative of the Regional Commission Council. After consultation with attorney Kevin Brown and the State Workforce Division, to establish a separation of duties, it is recommended that the Regional Commission Council Vice-Chair be authorized to sign on behalf of Council instead of the Chair.

The Authorization for Signatures when conflicts exist was unanimously approved on a motion by Mark Dupree and second by Stephen Hersey.

GOOD OF THE ORDER

a. Quarterly Financial Report for period ending December 31, 2017

Matt Garvin presented the Quarterly Financial Report for the period ending December 31, 2017. Mr. Garvin reported that State Revenues are at 28 percent of budgeted revenues, local revenues stand at 37 percent of the budgeted revenues, federal revenues are at 25 percent of the budgeted revenues, and expenditures are at 41 percent of budgeted expenditures. No action is required at this time.

b. Local Update of Census Addresses (LUCA) Report

Michelle Grembowski gave a brief description of the 2020 Census Local Update of Census Addresses (LUCA) process. Ms. Grembowski stated that in preparation for the 2020 Census, each local government has the opportunity to participate in LUCA. LUCA is the only mechanism for reviewing and updating the address listing that the Census Bureau will use for distribution of the Census forms. Ms. Grembowski reported that she is waiting on additional documents from the state to finish completing the process and there has been 100 percent participation in the region.

c. Executive Director's Report

Laura Mathis presented the Executive Director's report with updates since the January meeting.

*PlanFirst*

Ms. Mathis reported that five local governments were selected to participate in the PlanFirst Program of the Georgia Department of Community Affairs. The middle Georgia communities are: Crawford County, Jones County, City of Forsyth, City of Byron, and the City of Perry. Although the announcement was made in the fall, the official PlanFirst Day at the Capitol was held on February 6, 2018.

*DHS Coordinated Transportation*

Ms. Mathis reported that the MGRC is in contract renewals with the state for Human Services Transportation is underway. A recommendation will be presented at an upcoming council meeting for approval.

*Council Member Orientation*

Ms. Mathis reported that the Regional Commission had very good participation for new council member orientation training on January 24 and January 29, 2018. If anyone would like an orientation package, please let Kim Stanton know.

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*Committee Members*

Ms. Mathis thanked the prior committee members for their hard work and service for the last two years.

ANNOUNCEMENTS

The next MGRC meeting will be March 8, 2018.

ADJOURN

There being no further business, the February Council meeting was adjourned.