

MINUTES

Middle Georgia Regional Commission
Council Meeting
Thursday, February 14, 2019, 6:00 p.m.
175 Emery Highway, Suite C, Macon, Georgia

MEMBERS PRESENT

BALDWIN COUNTY

Lee Slade
Richard Mullins
Derek Williams
Denese Shinholster

CRAWFORD COUNTY

Hill Bentley
Paul Chapman

HOUSTON COUNTY

John Harley
Tommy Stalnaker
Clifford Holmes

JONES COUNTY

Frank Duke
Francis Adams
Ed Barbee
Jimmy Roberts

MACON-BIBB COUNTY

Robert Reichert
Juawn Jackson
Darius Maynard
Dominque Johnson
Al Tillman

MONROE COUNTY

Richard Bazemore
Eric Wilson

PEACH COUNTY

Martin Moseley
Barbara Williams
James Richardson

PULASKI COUNTY

None present

PUTNAM COUNTY

Walter Rocker
Billy Webster

TWIGGS COUNTY

Ken Fowler
Shannon Hart

WILKINSON COUNTY

Marty Dominy
Michael Gotell
Charles Brack
Emma Bacon

MIDDLE GEORGIA

James Vaughn

GUESTS PRESENT:

Slayten Carter- Field Representative for Representative Austin Scott

Emily Davis – Baldwin County Commissioner

Daniel Kelhoffer – Putnam County

Jessica Lewis – Jones County Citizen

Tonya Mole- Field Representative for DCA

Rebecca Rocker – wife of Mayor Walter Rocker

LeAnn Wilson – wife of Mayor Eric Wilson

STAFF PRESENT:

Greg Boike – Director of Public Administration

Kevin Brown – Attorney

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

Benae Hogan – Lead Case Manager

Terrilyn Hannah – Director of Workforce Development

Marissa Jackson - Government Services Specialist

Andrea Jones- Career Development Specialist

Brent Lanford – Deputy Director

Susan Landfried - Government Services Specialist

Kimberly Lowe – Senior Government Services Specialist

Laura Mathis – Executive Director

Emily Perry – ADRC Counselor

Kim Stanton – Executive Assistant

CALL TO ORDER

Council Chairman Robert Reichert called the February 14, 2019, 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 20 voting and 11 non-voting members.

OPENING CEREMONIES

- a. Invocation and Pledge of Allegiance

Crawford County Council Member Paul Chapman gave the invocation and the Council followed with the Pledge of Allegiance.

b. Welcome

Council Chairman Robert Reichert welcomed everyone to the February 14, 2019, Council meeting.

c. Introduction of New Members/Guests

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

Slayten Carter – Field Representative for Representative Austin Scott

Emily Davis – Baldwin County Commissioner

Daniel Kelhoffer – Putnam County

Jessica Lewis – Jones County Citizen

Tonya Mole – Field Representative for DCA

Rebecca Rocker – wife of Mayor Walter Rocker

LeAnn Wilson – wife of Mayor Eric Wilson

Ms. Mathis also introduced Emily Perry and Benae Hogan, two members of the Aging staff, who were in attendance.

STANDARD ORDER OF BUSINESS

a. Approval of Minutes of January 10, 2019, Council meeting

There were no corrections to the minutes of the January 10, 2019, Council meeting. They were unanimously approved on a motion by Clifford Holmes and second by John Harley.

b. Report of Budget, Audit & Personnel Committee

Vice Chairman Dick Bazemore reported that the Budget, Audit and Personnel Committee met on January 31, 2019. The committee reviewed the proposed amendments to the Personnel Policy, Bylaws, and the FY 2019 budget. Based on that meeting, the committee has recommended three actions for the Council to consider.

1. Proposed Amendment to Personnel Policy

The Committee considered an amendment to Article VI, Section 15 Family and Medical Leave of the Personnel Policy. The proposed amendment allows all eligible employees the opportunity

for a reduced work schedule or intermittent medical leave following the birth or adoption of a child. In addition, the amendment strikes a provision allowing the Regional Commission to ask an employee to reschedule medical treatments for the convenience of the Commission.

The Budget, Audit and Personnel Committee recommends the adoption of these amendments to Article VI, Section 15 Family and Medical Leave.

Vice Chairman Bazemore made a motion on behalf of the Budget, Audit and Personnel Committee to accept the amendment to the Personnel Policy as presented. Chairman Reichert stated that because this is a recommendation from the Committee, no second is required for a vote. The Council voted unanimously to accept the amendment and approved it for distribution.

2. Proposed Amendment to the Bylaws

Vice Chairman Bazemore reported that the Committee also considered amendments to the Bylaws, which were included in your meeting package and distributed separately on February 1, 2019. The proposed changes clarify the membership of state appointees on the Council and Committees, as full voting members consistent with state law, clarify the voting privileges of Associate Members and make other minor corrections.

The Budget, Audit and Personnel Committee recommends approval of the amendment to the Bylaws as presented, to be effective upon adoption.

Vice Chairman Bazemore made a motion on behalf of the Budget, Audit and Personnel Committee to accept the amendment to the Bylaws as presented. Chairman Reichert stated that because this is a recommendation from the Committee, no second is required for a vote. The Council voted unanimously to accept the amendments to the Bylaws.

3. Proposed FY 2019 Budget Amendment #1

Vice Chairman Bazemore stated that the Committee reviewed and considered the proposed Amendment #1 to the 2019 Budget. Overall the proposed amendment increases the 2019 budget to \$12,707,648, an increase of just under \$1 million. On the revenue side, amendments reflect new or amended contracts with local, state and federal agencies. On the expense side, increases are proposed due to activities associated with the Workforce Development and Department of Defense Office of Economic Adjustment programs.

Staff also reviewed the 2019 Work Program based on the proposed budget amendment and determined that no amendments were needed to the Work Program at this time.

The Budget, Audit, and Personnel Committee recommends the adoption of Budget Amendment #1 as presented.

Vice Chairman Bazemore made a motion on behalf of the Budget, Audit and Personnel Committee to accept the amendment to the 2019 budget. Chairman Reichert stated that because this is a recommendation from the Committee, no second is required for a vote. The Council voted unanimously to accept Budget Amendment #1.

c. Old Business

1. Council Appointments

Council Chairman Robert Reichert reported on the 2019 Council appointments that have been received for Baldwin County since the January meeting.

BALDWIN COUNTY

Johnny Westmoreland – County Member

Richard Mullins – Municipal Member

Lee Slade – Non-Public Member

Derek Williams – Associate Member

Denese Shinholster – Associate Member

Eric Wilson made a motion to accept the Council appointments. The motion was seconded by Charles Brack and unanimously approved.

d. New Business

1. 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

Tommy Stalnaker – Committee Chair (continuation)

Derek Williams (new appointment)

Barbara Williams (continuation)

Billy Webster (new appointment)

Denese Shinholster (continuation)

Council Chairman Robert Reichert thanked Jimmy Roberts and Brooks Bailey for their prior service.

Budget, Audit & Personnel Committee

Dick Bazemore – Committee Chair (continuation)

Martin Moseley (continuation)

Ed Barbee (continuation)

Shannon Hart (continuation)

Clifford Holmes (new appointment)

Charlie Westberry (continuation)

James Vaughn – Ex Officio (continuation)

John Harley – Ex Officio (continuation)

Robert Reichert – Ex Officio (continuation)

Council Chairman Robert Reichert thanked Dominique Johnson for his prior service.

Aging Services Committee

Richard Mullins (continuation)

Jay Andrews (continuation)

Clifford Holmes (continuation)

Chris Weidner (continuation)

Darius Maynard (new appointment)

Greg Tapley (continuation)

Barbara Williams (continuation)

Tim Young (continuation)

Kathryn Epps (continuation)

Marty Dominy (new appointment)

Nancy Nash – Ex Officio (continuation)

Robert Reichert – Ex Officio (continuation)

Council Chairman Robert Reichert thanked Yolanda Latimore, Paul Van Haute, and Mark Dupree for their prior service.

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

2. Resolutions

Council Chairman Robert Reichert reported that another member is leaving the Council; he expressed his appreciation to him for his service.

Edd Norris – Monroe County

James Vaughn made a motion for a resolution of recognition and appreciation for Edd Norris. The motion was seconded by John Harley and unanimously approved.

3. Local Assistance Requests

Susan Landfried presented the following local assistance requests that have been received since the January Council meeting:

Community: **City of Forsyth**

Project Description: Assistance with 2019 CDBG application for water and sewer improvements.

Community: **City of Irwinton**

Project Description: Assistance with updates to the city's Code of Ordinances to occur in 2019.

Community: **Monroe County**

Project Description: Assistance with the preparation and administration of a REBA Grant for Project Glitter.

Community: **Peach County**

Project Description: Assistance with the preparation of an FM Global Fire Prevention Grant.

Community: **Town of Toombsboro**

Project Description: Assistance with developing zoning regulations for the city.

Community: **Town of Toombsboro**

Project Description: Assistance with developing a new website for the city.

Community: **Twiggs County**

Project Description: Assistance with writing a grant for Hazard Mitigation pre-application Generator and for an early warning system.

Community: **Twiggs County**

Project Description: Assistance with a OneGeorgia Equity grant for enhancing industrial sewer capacity.

The local assistance requests were unanimously approved on a motion by Walter Rocker and second by Ken Fowler.

4. Adoption of the 2018 Regional Plan Annual Implementation Report

Greg Boike reported that October 1, 2017, the Georgia Department of Community Affairs (DCA) updated the rules pertaining to Regional Planning Requirements (Rules and Regulations of the State of Georgia Chapter 110-2-6). The updated rules are designed to provide a helpful framework for the preparation and implementation of regional plans. Middle Georgia will be responsible for completing its next regularly-scheduled plan update (due 6/30/2021) in accordance with these requirements.

Previously, Regional Commissions were required to complete a full update to the work program contained within their regional plan on an annual basis. The updated rules have replaced this requirement with updating an annual Report of Accomplishments related to the regional work program and updating local governments based on the performance standards outlined in the regional plan. MGRC transmitted this report to DCA by the June 30, 2018 deadline and received approval of the draft report from DCA in late 2018.

WHEREAS, the Georgia Department of Community Affairs requires every Regional Commission in the state to regularly maintain their Regional Plan in accordance with the state's Standards and Procedures for Regional Planning and Schedule for Regional Planning; and

WHEREAS, the Middle Georgia Regional Commission has completed technical work on an annual report of progress in accordance with the Regional Planning Requirements provided by the Georgia Department of Community Affairs; and

WHEREAS, the Middle Georgia Regional Commission held a required public hearing prior to submission of the Annual Implementation Report to the Georgia Department of Community Affairs for review; and

WHEREAS, the 2018 Annual Implementation Report has been subsequently accepted by the Georgia Department of Community Affairs;

NOW, THEREFORE, BE IT RESOLVED on the 14th day of February 2019, the Middle Georgia Regional Commission Council, meeting in regular session, hereby adopts the 2018 Regional Plan Annual Implementation Report, for transmittal to the Georgia Department of Community Affairs.

The adoption of the Annual Plan was unanimously approved as presented on a motion by John Harley and second by Eric Wilson.

5. Resolution Approving Submission of FY 2019 Area Plan

Julie Hall reported that the Georgia Department of Human Services, Division of Aging Services, and 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 2020 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.

The submission of FY 2019 Area Plan was unanimously approved as presented on a motion by Clifford Holmes and second by Charles Brack.

6. 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, Putnam, Twiggs, and Wilkinson.

The FTA Section 5310 Application update was unanimously approved on a motion by Ed Barbee and second by Billy Webster.

GOOD OF THE ORDER

a. Quarterly Financial Report for period ending December 31, 2018

Matt Garvin presented the Quarterly Financial Report for the period ending December 31, 2018. Mr. Garvin reported that State Revenues are at 19 percent of budgeted revenues, local revenues stand at 38 percent of the budgeted revenues, federal revenues are at 31 percent of the budgeted revenues, and expenditures are at 40 percent of budgeted expenditures. No action is required at this time.

b. Census (PSAP & BAS) Program Update

Michelle Grembowski gave a brief update that the U.S. Census Bureau conducts the Boundary and Annexation Survey (BAS) annually to collect information about selected legally-defined geographic areas. The BAS is used to update information about the legal boundaries and names of all governments. This survey is underway for our local governments.

Another Census program that is underway is the Participant Statistical Areas Program (PSAP). It allows invited participants to review and update selected statistical area boundaries for 2020 Census data tabulation following U.S. Census Bureau guidelines and criteria.

c. GDOT – See and Be Seen for Pedestrian Safety

Kimberly Lowe reported on the Georgia Department of Transportation's partnership with PEDS See and Be Seen for Pedestrian Safety campaign to reduce crashes and fatalities on Georgia's roadways.

d. Executive Director's Report

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

See and Be Seen Campaign

Ms. Mathis reported that staff is available to visit the local governments to promote the See and Be Seen for Pedestrian Safety campaign.

Regional Commission Retirements

Ms. Mathis reported that Jim Dove, Executive Director for the Northeast Georgia Regional Commission will be retiring June 30, 2019 and Patti Cullen, Executive Director for the River Valley Regional Commission will be retiring April 30, 2019.

Best Practices

Ms. Mathis reported that the state association is looking at ways to share best practices and highlight programs with other regional commissions.

Rural Transit

Ms. Mathis reported that State Representative Kevin Tanner chaired the study commission to introduce to legislation to create the Georgia Department of Mobility and Innovation that would take the transit programs from various state agencies to a regional system.

Workforce Development

Ms. Mathis reported that HB 123 passed yesterday that would move the Workforce Development program back to the Department of Labor and to be designated as the administrator of all programs. In addition, Ms. Mathis reported that programmatic monitoring is scheduled for the week of February 25, 2019.

DOAA Audit

Ms. Mathis reported that the MGRC has been selected by the DOAA for the review of the findings from the 2015 audit to ensure that all findings have been corrected.

Council Member training

Ms. Mathis stated that new council member training materials are available to those who were not able to attend the training on February 8, 2019.

ANNOUNCEMENTS

GARC Policy Member Eric Wilson reported that Laura Mathis was named Vice President of the Georgia Association of Regional Commissions.

The next MGRC meeting will be March 14, 2019.

ADJOURN

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