

TO: PLANNING AND PROJECTS COMMITTEE

FROM: MR. CURTIS BROWN, JR., CHAIRMAN, PLANNING AND
PROJECTS COMMITTEE
THREE RIVERS REGIONAL COMMISSION

SUBJECT: MINUTES OF PLANNING AND PROJECTS COMMITTEE MEETING

The Planning and Projects Committee held a meeting at 11:00 a.m. on Thursday, September 24, 2020. Due to the COVID-19 pandemic, the meeting was held via a Zoom video/conference call. Committee Chair Curtis Brown, Jr., welcomed the members, called the meeting to order, gave the invocation and led the committee members in reciting the Pledge of Allegiance. The roll call was taken and the following individuals attended:

Planning and Projects Committee Members in Attendance

Ms. Kay Pippin, Mayor, City of Jackson
Mr. Greg Wright, Non-Public Member, Coweta County
Mr. Lee Boone, Chair, Heard County
Mr. Bennie Horton, Commissioner, Lamar County
Mr. Curtis Brown, Jr., Non-Public Member, Troup County

Additional Three Rivers Council Members in Attendance

Mr. Terry Nolan, Non-Public Member, Butts County
Mr. Dustin Koritko, Council, City of Newnan
Ms. Charlene Glover, Mayor, City of Greenville
Ms. Gwen Flowers-Taylor, Chair, Spalding County

Staff Present

Mr. Kirk Fjelstul, Executive Director
Ms. Hope Blakely, HR Manager
Ms. Jan Perez, Secretary, Administrative Services
Ms. Jeannie Brantley, Planning Director
Ms. Kim Dutton, Planner
Ms. Stephanie Glenn, Director, Workforce Development
Ms. Stephanie Matthews, Deputy Workforce Development Director

APPROVAL OF AUGUST 27, 2020 MINUTES (action item)

Committee Chair Brown asked for a motion to approve the minutes for the August 27, 2020 meeting. Mr. Greg Wright made the motion to approve the August 27, 2020 meeting minutes; it was seconded by Mr. Lee Boone and carried unanimously.

APPROVAL OF AGENDA (action item)

Committee Chair Brown asked the committee for a motion regarding the agenda's approval. Mr. Boone made the motion to approve the meeting's agenda; it was seconded by Mr. Wright and carried unanimously.

TRRC DEVELOPMENTS OF REGIONAL IMPACT (DRI) REVIEW PROCEDURES AND CRITERIA

Ms. Jeannie Brantley presented this portion of the agenda. She advised the committee that the Department of Community Affairs (DCA) updated the DRI rules in the fall of 2014; the rules and procedures were much more stringent prior to the update. Our procedures streamline the rules and the process to make it easier to navigate the DRI system. She also advised the members that Ms. Kim Dutton is the DRI Review Coordinator and to contact Ms. Dutton or herself (Ms. Brantley) if they (the committee) have any questions about the DRI review and procedures process. She asked the committee to review the attached procedures and to submit any comments that they may have. Ms. Brantley has contacted DCA about whether the attached needs to be approved by the committee and council; she is still waiting for their response.

CENSUS UPDATE

Ms. Brantley presented this portion of the agenda. She advised the committee that as of September 14, 2020, Coweta County has the highest Census response rate with 70.4% and Meriwether County has the lowest response rate (56%). There are mechanisms in place to catch duplications in responses, such as a member of a household submitting the Census information and if another household member were to try to submit information for the same household. Mr. Terry Nolan asked about non-response rates with Ms. Brantley advising that she would research that and contact him with that information. She reminded everyone that the Census deadline is September 30, 2020. The TRRC staff has not received any notification of its extension and Ms. Brantley is monitoring that particular issue. As of September 11, 2020, the following three (3) TRRC counties have not exceeded their 2010 response rate:

Spalding County
Troup County
Upson County

She asked the committee to go back to their communities and to encourage the citizens to submit their Census responses.

STRATEGIC PLAN UPDATE

Ms. Brantley presented this portion of the agenda. She explained that the staff recently has engaged in a review of the Strategic Plan's proposed activities. The top three (3) projects according to staff are as follows:

1. a. Invest in employee growth and training.
4. a. Establish a broadband task force, which will organize and educate on opportunities for the Region.
2. c. Produce an electronic media plan.

She advised that the remaining projects would be moved into the next phase of the Strategic Plan process.

OTHER BUSINESS

Ms. Kay Pippin asked if staff members were working in the offices. Mr. Kirk Fjelstul advised that approximately 10% of the staff from each location were back in the offices and working two (2) days per week.

DATE AND LOCATION OF NEXT MEETING

Committee Chair Brown advised that the Planning and Projects Committee will meet on Thursday, October 22, 2020 at 11:00 a.m.; more details will follow.

ADJOURNMENT

Committee Chair Brown adjourned the meeting after receiving a motion from Mr. Bennie Horton and a second from Mr. Boone.

Curtis Brown, Jr., Chairman
Planning and Projects Committee