

TO: FINANCE, AUDIT AND ADMINISTRATION COMMITTEE

FROM: MR. KEN RIVERS, CHAIRMAN, FINANCE, AUDIT AND ADMINISTRATION
COMMITTEE
THREE RIVERS REGIONAL COMMISSION

SUBJECT: MINUTES OF FINANCE, AUDIT AND ADMINISTRATION COMMITTEE MEETING

The Finance, Audit and Administration Committee held a meeting at 12:30 p.m. on Thursday, March 24, 2022 at the Turin Town Hall in Turin, Georgia. Committee Chair Ken Rivers called the meeting to order and welcomed the members. The roll call was taken and the following individuals attended:

Finance, Audit and Administration Committee Members in Attendance

Mr. Ken Rivers, Commissioner, Butts County
Mr. Terry Nolan, Non-Public Member, Butts County
Mr. Dustin Koritko, Council Member, City of Newnan
Mr. Greg Wright, Non-Public Member, Coweta County
Mr. Doug Hollberg, Mayor, City of Griffin
Mr. John Rainwater, Lt. Governor's Appointee

Council Members in Attendance

Mr. John Reidelbach, Commissioner, Coweta County

Guests in Attendance

Mr. David McCoy, Auditor, with Clifton, Lipford, Hardison & Parker, LLC

Staff Present

Mr. Kirk Fjelstul, Executive Director
Ms. Angela Jackson, Administrative Services Director
Ms. Mandy Nicholson, HR Manager
Ms. Jan Perez, Secretary, Administrative Services
Ms. Joy Shirley, AAA Director
Ms. Emily Rogers, Deputy AAA Director
Mr. Paul Jarrell, Planner

Mr. Tommy Kennedy, Transit Program Director
Ms. Stephanie Glenn, Workforce Development Director

APPROVAL OF THE FEBRUARY 24, 2022 MINUTES (action item)

Committee Chair Rivers asked for a motion to approve the February 24, 2022 meeting minutes. Mr. Terry Nolan made the motion to approve the February 24, 2022 meeting minutes; it was seconded by Mr. Dustin Koritko and carried unanimously.

APPROVAL OF AGENDA (action item)

Committee Chair Rivers asked for a motion to approve the agenda. Mr. John Rainwater made the motion to approve the agenda; it was seconded by Mr. Koritko and carried unanimously.

REVIEW OF EXECUTIVE DIRECTOR'S FEBRUARY EXPENDITURES (action item)

Committee Chair Rivers advised the committee that Mr. Kirk Fjelstul's February expenditures were for \$35.00 for a chamber event; he then asked for a motion to approve the expenditures. **FORMAL ACTION: Mr. Nolan made the motion to approve the Executive Director's February 2022 expenditures in the amount of \$35 for a chamber event; it was seconded by Mr. Greg Wright and carried unanimously.**

HOUSE BILL 1180 ON REGIONAL COMMISSIONS

Mr. Fjelstul presented this portion of the agenda. He advised the members that this piece of legislation has been introduced in the General Assembly in previous years. The three (3) main components are the formation of an Executive Committee for each regional commission; annual reports from the regional commissions; and the elimination of the state appointees to the regional commissions' councils/boards. If HB 1180 passes, Mr. Fjelstul added that the Finance, Audit and Administration Committee could change their name to "Executive Committee" to fulfill that requirement; an annual report could "easily" be done in order to submit it to the state; and finally, local representatives have been contacted and advised that we prefer to keep our state appointed council member, Mr. Rainwater. It was noted that the Georgia General Assembly session concludes on March 31, 2022.

DRAFT AUDIT UPDATE

Ms. Angela Jackson and Mr. David McCoy, auditor with Clifton, Lipford, Hardison & Parker, LLC, presented this portion of the agenda. This update is for informational purposes only. Mr. McCoy advised the members that TRRC did receive an extension from the state and the audit is now due by June 30, 2022. The committee members were given a copy of the draft audit. Mr. McCoy advised that the audit is in a draft format and that the numbers are expected to be the final numbers. Mr. McCoy gave a brief overview of several pages from the draft audit and noted that TRRC is receiving an "unmodified" opinion. The committee members and Mr. McCoy participated in a question and answer session for several minutes.

EXECUTIVE SESSION TO DISCUSS PENDING OR THREATENED LITIGATION

Mr. Fjelstul advised Committee Chair Rivers that the Executive Session needed to be done at this time since one of the attorneys for the session was taking a break from a scheduled appointment. Committee Chair Rivers relayed this information to the committee and then asked for a motion to enter into Executive Session. **FORMAL ACTION: Mr. Wright made the motion to enter into Executive Session; it was seconded by Mr. Koritko and carried unanimously. The Executive Session began at 1:03 p.m. and lasted until 1:31 p.m. Mr. Nolan made the motion to return to the regular session; Mr. Koritko seconded it and the motion carried unanimously. Mr. Koritko made the motion to agree to the settlement as discussed in the Executive Session; it was seconded by Mr. Rainwater and carried unanimously.**

PREFERRED COMMUNITY HEALTH PARTNERS (PCHP) CONTRACT RENEWAL (action item)

Ms. Joy Shirley presented this portion of the agenda. She advised that we are requesting renewal of the PCHP contract. PCHP is a program that provides care coordination to Anthem Blue Cross/Blue Shield members in Three Rivers' ten (10) county region and the staff will complete the work. During the past contract year, 151 clients were served which equaled \$31,915.25. This was a substantial increase from the previous year where TRRC earned \$17,014.50. Mr. Fjelstul advised the committee that this was a final action item. Committee Chair Rivers asked for a motion concerning the Preferred Community Health Partners (PCHP) Contract Renewal. **FORMAL ACTION: Mr. Wright made the motion that the Finance Committee use its authority to take final action and authorize the Executive Director to negotiate and execute a contract renewal of the PCHP contract, Commercial Statement of Work (SOW), Medicaid SOW, and Medicare SOW, through November 25, 2022; Mr. Nolan seconded the motion and it carried unanimously.**

MEMORANDUM OF UNDERSTANDING (MOU) WITH PATHWAYS AND McINTOSH TRAIL COMMUNITY SERVICE BOARDS (action item)

Ms. Emily Rogers presented this portion of the agenda. She advised that we are requesting approval of the MOU with Pathways and McIntosh Trail Community Service Boards to refer clients to the centers for telehealth counseling. McIntosh Trail serves the five (5) eastern counties (Butts, Lamar, Pike, Spalding, and Upson) while Pathways serves all ten (10) counties in the TRRC's jurisdiction. The MOU's effective date is March 24, 2022 until June 30, 2022. When referring clients, the Three Rivers staff would complete a referral form, submit it to the community service board and have the individual sign an authorization for release of information. The total cost is \$29,224.80 with the rate per hour being \$81.18. Mr. Fjelstul advised that this item is also a final action. Committee Chair Rivers asked for a motion concerning the MOU with Pathways and McIntosh Trail Community Service Boards. **FORMAL ACTION: Mr. Rainwater made the motion that the Finance Committee use its authority to take final action and authorize the Executive Director to negotiate and execute two (2) MOUs with Pathways and McIntosh Trail to provide telehealth counseling at the approved Medicaid rate, for a total cumulative maximum compensation of \$30,000 through June 30, 2022; Mr. Koritko seconded the motion and it was carried unanimously.**

RANSOMWARE ATTACK UPDATE

Mr. Fjelstul presented this portion of the agenda. He reported that the insurance money cap has been reached and we are “on our own dime.” Notifications will be sent out within the next few weeks. Mr. Fjelstul advised that there will be 9,000 notifications sent out during the first round and a similar amount being sent out during the second round (PHI for Protected Health Information). The notification will be sent to clients, staff, TRRC council members, Workforce board, etc. A “Notice of Data Privacy Event” has been posted to TRRC’s website. The notice contains information about the data privacy event, advises individuals to monitor their credit reports, offers credit reporting, etc. Mr. Fjelstul was asked about the budget for the notifications and advised that it was about \$15,000 for the first round.

OTHER BUSINESS

Nothing was mentioned under this portion of the agenda.

DATE AND LOCATION OF NEXT MEETING

The Finance, Audit and Administration Committee will meet again on Thursday, April 28, 2022 at 12:30 p.m.; additional meeting details will follow.

ADJOURNMENT

Committee Chair Rivers adjourned the meeting after receiving a motion from Mr. Koritko and a second from Mr. Rainwater.

Ken Rivers, Chairman
Finance, Audit and Administration Committee