



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 APRIL 24, 2018

The Regional Council of the Three Rivers Regional Commission held its meeting at 2:00 p.m. on Thursday, April 24, 2018 at the Turin Town Hall in Turin, 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. Briar Johnson 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. Shirley Marchman, Council Member, City of Villa Rica  
Ms. Donna Armstrong-Lackey, Non-Public Member, Carroll County  
Mr. Dustin Koritko, Council Member, City of Newnan  
Mr. Lee Boone, Chairman, Heard County  
Mr. Bennie Horton, Commissioner, Lamar County  
Mr. Peter Banks, Mayor, City of Barnesville  
Mr. Irvin Trice, Non-Public Member, Lamar 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. Fred Roney, Non-Public Member, Pike 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  
Mr. John Rainwater, Lt. Governor's Appointee  
Mr. John Edwards, Governor's Appointee  
Dr. Maggie Shook, Governor's Appointee

### Regional Council Members Absent

Ms. Clair Jones, Non-Public Member, Butts County  
Mr. Marty Smith, Chairman, Carroll County  
Mr. Tim Lassetter, Commissioner, Coweta County  
Mr. Steve Stripling, Non-Public Member, Coweta County  
Mr. Denney Rogers, Mayor, City of Ephesus  
Ms. Kathy Knowles, Non-Public Member, Heard County  
Mr. Raymond Ray, Chairman, Spalding County  
Mr. Charles Jones, Non-Public Member, Spalding County  
Mr. J. D. Stallings, Mayor, City of Thomaston  
Ms. Sallie Barker, Non-Public Member, Upson County

### Staff Present

Mr. Kirk Fjelstul, Executive Director  
Mr. Robert Hiatt, Deputy 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. Stephanie Glenn, Deputy Workforce Director  
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. Richard English and carried unanimously.

### APPROVAL OF MINUTES – FEBRUARY 22, 2018

Chairman Thornton asked the members for a motion to approve the February 22, 2018 meeting minutes. Ms. Charlene Glover made the motion that the council approve the February 22, 2018 meeting minutes; it was seconded by Ms. Donna Armstrong-Lackey and carried unanimously.

### CHAIRMAN'S REPORT

Chairman Thornton advised the members that Ms. Faye Perdue cannot serve on the Planning and Projects Committee due to other commitments. The chairman explained that he has the authority to appoint individuals to committees but not the authority to replace individuals on the committees. He would like to assign Mr. Alfred "Buster" McCoy to serve on the Planning and Projects Committee instead of Ms. Perdue. He asked for a motion to substitute Mr. McCoy for Ms. Perdue on the Planning and Projects Committee. Mr. Peter Banks made the motion; it was seconded by Mr. Ken Rivers and carried unanimously.

Chairman Thornton also welcomed State Senator Matt Brass (District 28) to the meeting and asked

Senator Brass to address the council. Senator Brass mentioned that he was glad to be in attendance and quickly commended Mr. Dustin Koritko, the Newnan city council, Mayor Brady and local law enforcement agencies for the way that a recent rally was handled in Newnan. The City of Newnan was able to plan and prepare for this event; the rally's attendance was minimal and law enforcement was able to keep control of the rally and keep attendees, counter-protestors and curiosity seekers safe. Senator Brass commented on the recent legislative session and mentioned a few highlights from this session. He also mentioned rural broadband and his belief that not enough was done about this particular subject during the recent session. The senator expressed his desire to work with everyone on the rural broadband issue as well as other matters.

#### EXECUTIVE DIRECTOR'S REPORT

Mr. Kirk Fjelstul asked Mr. Robert Hiatt to introduce Workforce's newest employee, Ms. Valerie Carothers; Ms. Carothers is the Business Services Manager. Ms. Carothers briefly addressed the members and provided them with her work background.

March 22, 2018 Joint Committee Summary

Mr. Fjelstul presented a PowerPoint slideshow entitled "What We Do and Why It's Important" which broke down the TRRC programs (Aging, Planning, Transportation and Workforce) and reflected the percentage of the budget that each program receives; please see below:

\$15 million budget  
Aging – 40%  
Workforce – 33%  
Transportation – 21%  
Planning – 3%

It was noted that the Finance, Audit and Administration Committee will review the financial reports and statements, contracts, audits, policy amendments, etc. and present the information to the council members. The Planning and Projects Committee will review the various plans that our Planning department authors/produces as well as the Aging Plan (produced by the Aging department) and will present the information to the council members.

#### COMMITTEE REPORTS

##### Finance, Audit and Administration Committee

Mr. Ken Rivers is the Chairman of the Finance, Audit and Administration Committee and presented this portion of the agenda. He advised the council that the Finance, Audit and Administration Committee met in Turin earlier today and reviewed the current FY 2018 budget and preparation for the FY 2019 budget. He commented that at the end of February 2018 (sixty-six percent – 66% - of the year), sixty-one percent (61%) of the budget has been spent and that we are in line with our budget.

Consideration of Adopting State Travel Policy (action item)

Mr. Rivers stated that this is "an issue that will pertain to our audit process and will streamline this process." Our current travel policy is 2 ½ pages long compared to the state's 30 page document. The

staff has reviewed the state travel policy and has made various adjustments to the document. The Finance, Audit and Administration Committee is recommending to adopt the state travel policy with the staff recommended amendments. Committee Chair Rivers advised the council that the state travel policy could affect per diems, travel expenses, etc. It could possibly affect the per diem that the members currently receive for attending the regular TRRC council meetings, but no change is anticipated for the immediate future. It was also noted that the per diem topic will be discussed again by the Finance, Audit and Administration Committee along with Mr. Fjelstul. Chairman Thornton advised the council that a committee recommendation does not require a motion or a second; he asked for a vote to approve and adopt the state travel policy as amended by the staff and to be effective July 1, 2018, for the Three Rivers RC. The council members unanimously voted to approve and adopt the state travel policy as amended by the staff and to be effective July 1<sup>st</sup>.

#### Discussion of the Procurement Policy

Committee Chair Rivers advised the members that the committee is discussing the adoption of a procurement policy that is in line with the Georgia Department of Transportation's procurement policy and keep us in compliance with the state. Additional details will be provided to the Finance, Audit and Administration Committee at their next meeting so that they may make a decision and present this result to the council.

#### Extension of Technical Assistance to Coastal GeorgiaCares Program (action item)

Committee Chair Rivers mentioned the Extension of Technical Assistance to Coastal GeorgiaCares Program to the council. He advised everyone that we are currently providing the assistance to the Coastal GeorgiaCares program and the extension will not cost any additional money; Coastal Georgia Regional Commission is simply requesting that we extend the assistance until June 30, 2018. The Finance, Audit and Administration Committee is recommending to approve the extension of the program until June 30, 2018. Chairman Thornton called for a vote on the committee's recommendation; the council members voted unanimously to approve the extension of the program until June 30, 2018.

#### Resolution to Contract for Aging Services (action item)

Committee Chair Rivers explained that the Resolution to Contract for Aging Services is a state funded mandate to assist with the Aging Program; the committee's recommendation is to approve the resolution. Chairman Thornton called for a vote on the committee's recommendation; the council members voted unanimously to approve the Resolution to Contract for Aging Services.

#### Workforce Development CCME Training Contract – Pharmacy Pre-Apprenticeship Program (action item)

Committee Chair Rivers advised the council that this training contract was discussed at a previous meeting. The program has ten (10) participants and they are all from this region. The committee has requested that Workforce track where the participants are actually from within the region. The committee recommends approval of the training contract. Chairman Thornton called for a vote on the committee's recommendation. The majority of the council voted to approve the training contract; it was noted that Mr. Curtis Brown, Jr., did not vote on this item.

#### Georgia Department of Labor Agreement (action item)

Committee Chair Rivers advised that the council that the committee recommended approval of the agreement. Chairman Thornton called for a vote on the committee's recommendation; it was approved unanimously by the council.

#### Georgia Interlocal Risk Management Agency (GIRMA) (action item)

Committee Chair Rivers advised that the GIRMA policy is a package policy (property and liability insurance) one that is renewed on an annual basis. The policy's price is in the \$30,000 range. Due to the time frame the committee recommends that the policy be approved, but in the future, the committee recommends that we look for a broker to take this to market; the committee's recommendation was approved unanimously by the council.

#### Planning and Projects Committee

Mr. Briar Johnson is the Chairman of the Planning and Projects Committee and presented this portion of the agenda. He advised the council that the Planning and Projects Committee met in Turin earlier today and discussed the comparison of the budget to the programs; Ms. Jeannie Brantley, Planning Director, discussed the Three Rivers Regional Plan with the committee. Committee Chair Johnson mentioned that the Strategic Plan was presented by Mr. Fjelstul and that the committee members submitted their answers to two (2) questions that Mr. Fjelstul asked. Committee Chair Johnson also advised the council that the committee began a discussion regarding the retreat that is being planned for the council. He mentioned that the retreat is tentatively planned for September at Callaway and that another location is being considered. He then asked Mr. Fjelstul to speak on the Strategic Plan; Mr. Fjelstul explained that the Strategic Plan will be discussed at upcoming meetings and that today's exercise was to get ideas on the members' thoughts. He asked the council how important was it to have a retreat and how many would attend; the majority of the members indicated that they would attend. Mr. Fjelstul advised that at this time the staff is looking into a two (2) night stay for the retreat. He emphasized that we need to get details confirmed as quickly as possible since September is the time frame currently being considered.

Committee Chair Johnson advised Chairman Thornton that the Planning and Projects Committee did not have any action items and he concluded his report.

#### Workforce Board

Ms. Donna Armstrong-Lackey, an executive member of the Workforce Board, addressed the council. She advised the members that the Workforce departmental highlights (in the members' meeting material) provided information regarding their current activities. She thanked the members for their approval of the Workforce contracts. She noted that the next Workforce Board meeting was scheduled for 11:00 a.m. on April 26<sup>th</sup>; the meeting location is the Turin Town Hall.

#### OLD BUSINESS

None

## NEW BUSINESS

Mr. Fjelstul advised the members that he talked with Mr. David Cassell about the grant program offered by the Georgia Transportation Infrastructure Bank (GTIB). It was noted that only one (1) local government did apply for a grant.

Ms. Corinne Thornton, Department of Community Affairs, reminded the members that the Georgia Academy for Economic Development begins in the fall; four (4) sessions will be held in Coweta County and the cost is \$265.00. She asked that all interested individuals contact her for additional information.

## GOOD OF THE ORDER

Mr. Norman Allen stated that this is Dr. Maggie Shook's last meeting; Dr. Shook is retiring. He commented, "she has been a wonderful superintendent for Upson County and we're certainly going to miss her." Dr. Shook received a round of applause from the council members.

Dr. Shook mentioned that the annual basketball banquet is being held tonight. The Upson-Lee boys' basketball team won the state championship for the second (2<sup>nd</sup>) year in a row; their record is 63-0. She also remarked, "I have really enjoyed working with all of you and I appreciate the opportunities."

Mr. Koritko touched on State Senator Brass' earlier comments by mentioning that Newnan had assistance from various law enforcement agencies, municipalities, various first responder teams, etc., from around the state that assisted with Newnan's "needs." Mr. Koritko expressed his thanks to everyone that recently assisted Newnan.

## DATE AND LOCATION OF NEXT MEETING

Chairman Thornton announced that the next meeting would be June 28, 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. English; the motion was seconded by Mr. Horton.

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Faye Perdue, Secretary