

GEORGIA MOUNTAINS REGIONAL COMMISSION  
EXECUTIVE COMMITTEE MEETING

Towns County Recreation and Convention Center  
Hiawassee, GA  
June 28, 2018

MINUTES

The GMRC Executive Committee met on Thursday, June 28, 2018, 5:30 p.m. at the Towns County Recreation and Convention Center in Hiawassee, Georgia. The meeting was hosted by Towns County Commission and Towns County Chamber of Commerce.

CALL TO ORDER

Chairman Dean Scarborough called the meeting to order and thanked everyone for attending. The following members were present:

Executive Committee Present

Dean Scarborough, Chairman  
Sam Norton  
Bill Black  
Thomas Bridges  
Bill Chafin  
Jim Conley  
J.B. Jones  
Lamar Paris  
George Wangemann

GMRC Staff Present

Heather Feldman, Executive Director  
Peggy Lovell, Executive Assistant

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

Chairman Scarborough asked for consideration of the minutes of the May 31, 2018 Executive Committee Meeting. Motion for approval of the minutes was made by Jim Conley, seconded by Thomas Bridges, and motion carried unanimously.

REPORTS

Chairman's Report

Chairman Scarborough asked for comments on the Legislative Appreciation Dinner held last month. He stated that he had received good feedback on new format for the Legislative Appreciation Dinner.

## Executive Director's Report

Executive Director Heather Feldman recently attended the Georgia Municipal Association Annual Convention in Savannah at which the Regional Commission received their recertification as an Organization of Ethics and City of Hiawassee also received their certification as an Organization of Ethics. Sam Norton and David Austin were appointed to the GMA Board for the upcoming year. City of Blairsville and Union County received the Great Promise Partnership Award from GMA.

The Auditors are scheduled to be at the RC on July 9<sup>th</sup> and 10<sup>th</sup> for the preliminary work and back beginning August 20<sup>th</sup> to do the 2018 GMRC Audit.

Ms. Feldman notified the Executive Committee that one of the fleet vehicles was recently involved in an accident. The insurance company has accessed the 2015 Explorer as a total loss and will pay the RC \$20,072.00. The RC is looking to do a RFP to get three quotes to replace this vehicle in the fleet. With this being a replacement vehicle and under the spending limit for Ms. Feldman, the Executive Committee agreed for her to go ahead and start the process and replace this vehicle without having to take it to the Council. Bill Chafin made a motion to authorize Ms. Feldman to replace this vehicle. Lamar Paris seconded and motion carried.

### Checks that Exceed \$25,000

The Executive Committee was informed there were three checks written during the month of June which exceeded the amount of \$25,000.

GMEBS – Life & Health	\$ 26,529.50
US Geological Survey (LiDAR Agreement)	\$ 125,105.00
Lanier Technical College – Youth Instructors (June)	\$ 47,661.40

### OLD BUSINESS

#### GMRC Travel Policies

Department of Audit and Accounts (DOAA) have notified the RC that when they do the next RC audit, they will be grading us on a list of criteria that they sent. Even they have not mandated that the RC adopt the State Travel Policy, we would still be graded as to whether or not we have adopted it. The new GMRC Travel Policies mirror the State Travel Plan with just a few changes which would only affect GMRC. Travel is also covered in our Personnel Policies and Financial Policies. If this travel policy is approved, we would like for this document to supersede any old policies that mention travel. Bill Chafin made a motion to approve the new GMRC Travel Policies and to integrate it into the Personnel Policies and Financial Policies. Sam Norton seconded and motion carried.

### NEW BUSINESS

#### 2018-19 Council Private Sector Reappointments

The Council will be voting on the Private Sector Reappointments for next year. Their term will be July 1, 2018 to June 30, 2019. Inquiries were sent to all the cities and counties for their

Private Sector Appointment to represent each county. All have been confirmed, with the exception of Towns County. They will notify us when they have made a decision.

#### SARA Software Contract

WorkSource case managers deal with participants on a day to day basis by way of text. This software has the text/email capabilities specifically designed for case management documentation. The software has been deemed the best quality by GDOL and Board of Education. We have some case managers with 70+ caseloads. This would speed up the process of documenting all the cases and having to make individual phone calls. This software will work with VOS which WorkSource has now. Only one bid was received from ERISS Corporation for \$50,500 start-up fee for the first year, with an annual subscription fee of \$29,800. This would be paid for out of WorkSource program money. Workforce Development Board approved a one year contract. If approved by the Council, there would need to be a budget amendment due to the fact that they want it purchased in this fiscal year. After some discussion, Jim Conley made a motion to approve and was seconded by J.B. Jones. Motion carried.

#### RLF Report

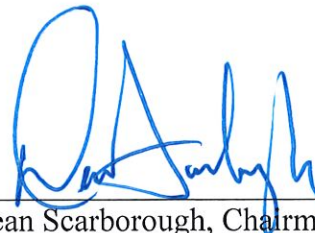
Economic Development Administration (EDA) initially gave the RC funds to start the Revolving Loan Fund program. The RC has to report to EDA semi-annually. As of June 30<sup>th</sup>, EDA has come up with 15 difference metrics that they will grade us by. Three is top score and one is the lowest. If the RC receives a one, there must be corrective action. We received 38 points, which is a B. This is great, considering 40 is an A. The consequences are if you receive an A, annual reporting must be done, B would have to report semi-annually, and C would be semi-annual reporting and have a Plan. The RC is pleased with the grade it received.

#### ANNOUNCEMENTS

Ms. Feldman informed the Executive Committee that she has the five-year snapshots available tonight for our region. Demographic profile information has been added for each county. A survey was sent out asking what other type of information the counties wanted. We took the top five categories and added them to the reports.

#### ADJOURNMENT

Meeting was adjourned at 5:55 pm.



Dean Scarborough, Chairman



George Wangemann, Secretary