

**Local Elected Officials Meeting
North Georgia Technical College
September 27, 2016
2:00 PM**

MINUTES

The Local Elected Officials (LEOs) met on Tuesday, September 27, 2016, at 2:00 p.m. in the Visual Technology Building of North Georgia Technical College in Clarkesville, Georgia.

CALL TO ORDER

Mike Berg, Chairman of the Local Elected Officials (LEOs) called the meeting to order and thanked everyone for attending. A quorum was established. The following members were present:

Members Present and County Represented

Mike Berg, Chairman (Dawson County)
Ricky Carter (Hart County)
Thomas Bridges (Franklin County)
Natalie Crawford (Habersham County)
Jim Conley (City of Blairsville)
James Grogan (City of Dawsonville)
Jimmy Hooper (Banks County)
Travis Turner (White County)

GMRC Staff Present

Heather Feldman, Interim Executive Director
Peggy Lovell, Executive Assistant
John Phillips, WD Director

MINUTES

Minutes from the April 27, 2016 meeting were previously emailed to the members. Mr. Berg asked for consideration of these minutes. Motion was made by Jimmy Hooper and seconded by Thomas Bridges to accept the minutes as written. Motion carried unanimously.

OLD BUSINESS

No Old Business

NEW BUSINESS

Finding a new Location for Workforce Development Office

Mr. Berg discussed with the Board that the lease on the GMRC Workforce Development Office expires at the end of the year and the reason for this meeting is to look at a couple of options for office space. He turned the meeting over to Heather Feldman, GMRC Interim Executive Director.

Ms. Feldman stated that in March or April, she along with others had begun searching for available office space. A real estate agent was notified for their help. The current location on Hilton Drive has insufficient parking and they are at maximum capacity on office space. With the possibility of housing the One-Stop, there needs to be ample space to house other entities that would be a part of the One-Stop program. A marketing analysis was performed with the needs for sufficient parking, conference/meeting room, and testing areas. The agent brought several properties to the table. Two properties that have been viewed are:

1. Sherwood Office Building

This building has 8,400 sq. ft., approximately 48 offices, and a large parking area. It has plenty of office space available and testing areas for the One-Stop. If GMRC acquires the One-Stop, it would need to be in a location where other partners that are a part of the One-Stop could be housed also. This building would have enough room for this and the testing areas also. The One-Stop partners would be a part of cost sharing. If all the building is not needed, it could be partitioned off. The insurance on the HVAC unit has one year remaining and the building is handicap assessable, but would need an automatic door opener installed. The building would need the carpet cleaned, interior painting, and some renovation work to the conference room.

2. DOL Building – Career Center

Another building that was looked at was the Department of Labor Career Center on Atlanta Highway. The layout of the offices in this building was not cohesive. The offices which would be available to the RC were scattered throughout the building. Our office hours are different from the Career Center and they have a security guard for their hours of operation. The WD Youth program does a lot of weekend work and entrance to the building at odd times would be a problem. DOL's first offer for their facility was \$13,000 per month. When the RC stated they could not pay that amount, they resubmitted \$8,000. Then their last offer was \$6,000 per month.

The Board discussed the two buildings and stated that the Sherwood Building seemed to be the best fit. It was reiterated that time is of the essence. This decision will also need to be approved by the WD Board and the GMRC Council before they could move further.

Jimmy Hooper proposed two questions; "Does the Sherwood Building meet the needs of Workforce Development and do we have the money?" The answer to both of these questions was yes. This building is adequate for WD's needs and there is money in the WD budget. It was also asked if it might be possible to get the Sherwood Building for \$8.00 sq.ft? Ms. Feldman stated it would probably take \$10 sq.ft.

Jim Conley made a motion to negotiate a lease for the Sherwood Building for the Workforce Development Office to be housed. Thomas Bridges seconded the motion and carried unanimously.

ADJOURNMENT

Motion to adjourn was made by Jimmy Hooper and seconded by Travis Turner. The meeting was adjourned at 3:00 p.m.


Lamar Paris Vice-Chairman (At-Large CLEO)