

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
GOVERNING BOARD MEETING
JUNE 24, 2021**

MINUTES

County Executive T. R. Williams, Chairman, called the SCHRA Governing Board Meeting to order on June 24, 2021, at 11:21 AM held at the SCHRA central office, Fayetteville, TN.

The chairman asked for roll call by Executive Assistant Rebecca Palmer, and Secretary William Cartwright declared a quorum with the following members in attendance:

County Mayor Gary Cordell
County Mayor David Alexander
County Mayor Mark Bentley
County Executive T. R. Williams
County Mayor Jonah Keltner
County Mayor Bill Newman
County Mayor Andy Ogles
Metro/County Mayor Bonnie Lewis
Senator Joey Hensley
Representative Iris Rudder

Coffee County
Franklin County
Hickman County
Lawrence County
Lewis County
Lincoln County
Maury County
Moore County
District 28
39th District

Others in attendance were Governing Board members to be seated, special guests, SCAAAD Director Joe Evans, SCAAAD Coordinator Katrina Crisp, and SCHRA senior staff members.

Chairman T.R. Williams requested a motion to approve the revised agenda, including seating new governing board members after approval, and the LIHEAP transfer of funds. All items were approved to be added to the agenda on a motion by Co. Mayor Mark Bentley and seconded by Co. Mayor Bill Newman. Motion carried.

Nominating/By-Laws Committee Report: Chairman Cordell reported the Restructuring Committee met June 17th to approve the nominations and revisions to the SCHRA By-Law's. Co. Mayor Bentley made a motion to approve the report, and it was seconded by Co. Mayor Newman. Motion carried.

A motion to seat six (6) Low-Income Representatives, Mr. R.L. Williams, Mr. Bert Spearman, Dr. Bill Heath, Ms. Norma Martinez, Mr. Xavier Hamler, and Mr. Rick Humphrey, three (3) City Mayors, Mayor of Shelbyville Wallace Cartwright, Mayor of Lawrenceburg Blake Lay, and Mayor of Linden Wess Ward, and three (3) Representatives, Education Rep. Ms. Karen Lock, Financial Rep. Mr. Michael Crane, and Legal Rep. Judge John Damron, was made by Co. Mayor Gary Cordell and seconded by Co. Mayor David Alexander. Motion carried.

Executive Director Paul Rosson installed all Governing Board Members by administering the oath. The chairman asked for roll call of additional Governing Board Members by Executive Assistant Rebecca Palmer, and Secretary Wallace Cartwright declared a quorum with the following members in attendance:

Mayor Wallace Cartwright	City of Shelbyville
Mayor Wess Ward	City of Linden
Mr. Xavier Hamler	Bedford County
Mr. Rick Humphrey	Hickman County
Mr. Bert Spearman	Lawrence County
Dr. Bill Heath	Lincoln County
Mr. R.L. Williams	Marshall County
Ms. Norma Martinez	Maury County
Ms. Karen Lock	Education Rep.

Public Comment: None

Previous minutes and special minutes, were approved on a motion by Mr. Bert Spearman and seconded by Mr. R.L. Williams. Motion carried.

Program Reports:

Pamela Morris, Title V Director, welcomed everyone and asked her reports be approved as submitted.

Executive Director Rosson asked for Jennifer Henry, WIOA Director, reports be approved as submitted.

Executive Director Rosson asked for Kathie Larsen, FGP/RSVP Director, reports be approved as submitted.

Sara Brown, Deputy Director, asked her reports be approved as submitted. She requested board approval, with no objection from County Mayors, to move LIHEAP funds of \$50,000 from Marshall County Regular to be distributed to: \$20,000 Lawrence County Regular, \$10,000 Lawrence County Crisis, \$2,500 Perry County Crisis, \$12,500 Wayne County Regular, and \$5,000 Wayne County Crisis. The reports and funds transferred specifically were approved on motion by Co. Mayor Alexander and seconded by Co. Mayor Cordell. Motion carried.

Teresa Swafford, CRPP Director, requested her report be approved as submitted.

Dee Dee Sneed, EFAP Director, asked her reports be approved as submitted.

Executive Director Rosson asked for Vickie Davenport, Justice Services Director, reports be approved as submitted.

Executive Director Rosson asked for Eric Jeffers, Information Technology Director, report be approved as submitted.

Laure Hopper, Head Start/Early Head Start Director, asked her reports be approved as submitted. She let the board know that the new Bedford Early Head Start opened this past Monday morning and she was glad to report the new facility was operating well. She also informed the Governing Board of an issue where two employees were terminated due to the manner they disciplined a child. The chairman and all authorities were notified of the action.

Executive Director Report: Executive Director Rosson reported the agency continues to work through Covid issues affecting our facilities and services. He announced there will be a ribbon cutting July 22nd, in honor of the opening of the Wallace Cartwright Bedford Early Head Start Center. Contractors are working hard to complete the new Coffee Early Head Start which will be named in memory of Mayor Lonnie Norman. The Coffee County Head Start will be named in the honor of Mayor Gary Cordell due to the County donating the facility to the agency. Mr. Rosson gave an update of the Lawrence County Head Start project that is under design and being ready for bids to replace the roof. The Marshall County NSC relocation is going well and we hope to be settled in by August 1st. Mr. Rosson shared with this relocation the SCATS transportation office will be housed in this office along with the Neighborhood Service Center and American Job Center. Wayne Co. Head Start Project is in process with the 1303 meeting and fiscal working on due diligence to bring back to the committee. Mr. Rosson announced the Annual Meeting will be held early this year, on July 29th, in Loretto, TN. We will be honoring our past board members and a wonderful event for our regional partners. Mr. Rosson thanked Senator Hensley and Representative Rudder for continuing to advocate for our communities. We are seeking funding to build a 10,000 square foot warehouse from two billion Covid Surplus, we would request \$1,000,000 of federal or state funds to complete this needed space to store USDA food commodities distributed throughout our thirteen county service area.

Executive Directors Report was approved on motion by Co. Mayor Alexander and seconded by Co. Mayor Cordell. Motion carried.

Personnel Committee Report: Acting Chairperson Bonnie Lewis reported the committee met prior to this meeting and approved the Human Resource Director's report, SCHRA Title VI & VII Staff & Board Demographics Report and Employee Actions for March/April. The Committee also approved the Hazard Pay Policy, SCHRA Payroll Savings Incentive for Community Corrections, Performance Based Program – Incentive Pay for FY 2021, Cost Pool Mid-Point pay increases for FY 2021, CRPP Mid-Point pay increases for FY 2022, Fiscal Staff Mid-Point pay increases for FY 2022, and FY 2022 COLA of 1.22% for all agency staff, within budgetary limitations. Acting Chairperson Lewis made a motion for this report be approved as submitted, and it was seconded by Mr. Spearman. Motion carried.

Property Committee Report: Chairman David Alexander reported the committee met prior to this meeting and approved the items listed for disposal in your packet. Chairman Alexander made a motion for this report be approved as submitted, and it was seconded by Co. Mayor Andy Ogles. Motion carried.

Budget Committee Report: Chairman Williams reported the committee met prior to this meeting and asked Finance Director Amy Ezell to give the report. Mrs. Ezell said the committee reviewed

and approved the Combined Balance Sheet, Combined Statement of Revenues and Expenditures, and Financial Report by Program, all for the period ending 4/30/21; The Director of Financial Operations Report for March and April 2021 was approved. The Committee also approved the Hazard Pay Policy, SCHRA Payroll Savings Incentive for Community Corrections, Performance Based Program – Incentive Pay for FY 2021, Cost Pool Mid-Point pay increases for FY 2021, CRPP Mid-Point pay increases for FY 2022, Fiscal Staff Mid-Point pay increases for FY 2022, and FY 2022 COLA of 1.22% for all agency staff, within budgetary limitations. The Budget Committee Report was approved on motion by Chairman Williams and seconded by Mayor Wallace Cartwright. Motion carried.

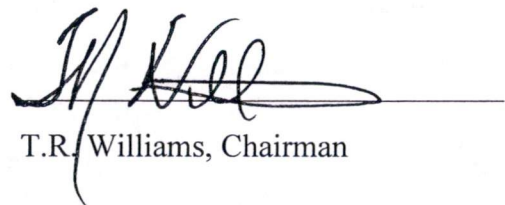
1303 Committee Report: Chairman Bill Newman reported the committee met this morning and made a motion that this report be approved as submitted, and it was seconded by Metro/Co. Mayor Bonnie Lewis. Motion carried.

Chairman Williams asked for approval of the blanket insurance bond covering ten (10) staff members. The bond was approved on motion by Co. Mayor Ogles and seconded by Co. Mayor Cordell. Motion carried.

With no further business, the meeting was adjourned on motion by Co. Mayor Ogles and seconded by Metro/Co. Mayor Lewis. Motion carried.

Respectfully submitted,


Wallace Cartwright, Secretary


T.R. Williams, Chairman