

SOUTHERN GEORGIA REGIONAL COMMISSION
COUNCIL MEETING
MINUTES
Via Conference Call
JUNE 25, 2020
11:00 a.m.

CALL TO ORDER AND WELCOME: Chair Joyce Evans called the meeting to order and welcomed members and guests.

PROTOCOL FOR VIRTUAL MEETING: Chair Evans called upon SGRC Executive Director Lisa Cribb to review the procedures to be used during the conference call. Ms. Cribb explained to all that called in to make sure they: mute their phone when not speaking; state their name when making a motion or second; and unmute their phone to make motions/seconds, to participate in discussions, and to vote.

ROLL CALL: Chair Evans asked SGRC Assistant Executive Director Chris Strom to call the roll. Mr. Strom stated that he would call each council member's name (by county). He asked that council members respond with "here or present" so a quorum could be determined. After calling the roll, he asked that any guests and staff present to state their name. Results are shown below in the table.

<u>Atkinson County</u>	<u>Bacon County</u>	<u>Ben Hill County</u>
<input checked="" type="checkbox"/> Futch, Lace	<input checked="" type="checkbox"/> Hutto, Andy	<input checked="" type="checkbox"/> Taylor, Steve
<input checked="" type="checkbox"/> Robert Johnson	<input checked="" type="checkbox"/> Larry Taylor	<input checked="" type="checkbox"/> Puckett, Jim
<input checked="" type="checkbox"/> McKinnon, Janice	<input checked="" type="checkbox"/> Coley, Lisa	<input checked="" type="checkbox"/> Dunn, Jason
<u>Berrien County</u>	<u>Brantley County</u>	<u>Brooks County</u>
<input checked="" type="checkbox"/> Gaskins, Ronnie	<input checked="" type="checkbox"/> Harris, Skipper	<input checked="" type="checkbox"/> Maxwell, James
<input checked="" type="checkbox"/> Scarborough, Taylor	<input checked="" type="checkbox"/> Maefield, Barbara	<input checked="" type="checkbox"/> Dennard, Nancy
<input checked="" type="checkbox"/> Smart, Lisa	Vacant	<input checked="" type="checkbox"/> Deshazor, Zurich
<u>Charlton County</u>	<u>Clinch County</u>	<u>Coffee County</u>
<input checked="" type="checkbox"/> Everett, James	<input checked="" type="checkbox"/> Metts, Roger	<input checked="" type="checkbox"/> Jowers, Johnny W.
<input checked="" type="checkbox"/> Gowen, Lee	<input checked="" type="checkbox"/> Hardee, Willie	<input checked="" type="checkbox"/> Moore, Bob
Vacant	Vacant	<input checked="" type="checkbox"/> Smith, Adam
<u>Cook County</u>	<u>Echols County</u>	<u>Irwin County</u>
<input checked="" type="checkbox"/> Lane, Jeff	<input checked="" type="checkbox"/> Petty, Kenneth	<input checked="" type="checkbox"/> Whitley, Joey
<input checked="" type="checkbox"/> Duke, Buddy		<input checked="" type="checkbox"/> Seale, Matt
<input checked="" type="checkbox"/> Bennett, Derry	<input checked="" type="checkbox"/> Garner, Cheryl	<input checked="" type="checkbox"/> Paulk, Mona
<u>Lanier County</u>	<u>Lowndes County</u>	<u>Pierce County</u>
<input checked="" type="checkbox"/> Fender, Dennis	<input checked="" type="checkbox"/> Evans, Joyce	<input checked="" type="checkbox"/> Bennett, Neal
<input checked="" type="checkbox"/> Darsey, Bill	<input checked="" type="checkbox"/> Miller-Cody, Vivian	<input checked="" type="checkbox"/> Grissom, Kevin
<input checked="" type="checkbox"/> Fitton, John	<input checked="" type="checkbox"/> Payton, Anthony	<input checked="" type="checkbox"/> Brannen, Andy

<u>Tift County</u>	<u>Turner County</u>	<u>Ware County</u>
<input checked="" type="checkbox"/> Thompson, Grady	<input checked="" type="checkbox"/> Denham, Nick	Vacant
<input checked="" type="checkbox"/> Smith, Julie	<input checked="" type="checkbox"/> Lumpkin, Sandra	<input checked="" type="checkbox"/> Michael-Angelo James
<input checked="" type="checkbox"/> Marlowe, Brian	Vacant	<input checked="" type="checkbox"/> King, Barbara
<u>Governor's Office</u>	<u>Lt. Governor's Office</u>	<u>Speaker's Office</u>
<input checked="" type="checkbox"/> Lovein, Norman "Bo"	<input checked="" type="checkbox"/> Stone, Keith	Vacant
<input checked="" type="checkbox"/> Daughtrey, Guy		
<input checked="" type="checkbox"/> Jones, Johnathon		

Staff Present

Courson, Scott
 Cribb, Lisa
 Frey, Michelle
 Strom, Chris
 Strom, Rachel
 Vining, Kim

Guests Present

Anderson, Tina
 Carter, Slayten
 Lane, Kelly
 Moore, Darrell
 Rubenbauer, Jason

REVIEW AND ACCEPTANCE OF MAY 2020 REVENUE AND EXPENDITURE RE-

PORT: Chair Evans reminded those present that a copy of the May 2020 Revenue and Expenditure Report had been emailed to council members (copy attached and made a part of these minutes). Michael-Angelo James made a motion to accept the May financial report. Barbara Maefield seconded the motion. Motion carried unanimously.

REVIEW AND APPROVAL OF SOUTHERN GEORGIA RC FY2021 BUDGET:

SGRC Executive Director Lisa Cribb referred council members to a handout in their packets that summarized the Proposed FY2021 Budget (copy attached and made a part of these minutes). Ms. Cribb explained this summary compares the proposed FY2021 budget with the approved FY2020 budget. She continued with an overview of the changes in revenue in the proposed FY2021 budget. Ms. Cribb pointed out that there are some revenue increases, mainly based on expected CARES Act funding. Some of the funds will be through EDA for economic development efforts, and for the revolving loan fund to lend throughout the region. Also, there is a significant amount expected from CARES Act funding through the Department of Human Services for Aging program services. Workforce Development is expecting to receive additional federal funding, but this is not reflected in the attached proposed budget. There was uncertainty about the funding and the amount at the time the proposed budget was prepared; when the funding is confirmed, the amount will be presented in an amended budget. Other changes in revenues are reflected in a decrease in DNR contracts. Since DNR contracts from the 319 grant ended last fiscal year, the proposed budget reflects a decrease in the New River DNR contract due to the majority of the BMPs being completed in FY2020. The budget also reflects a corresponding decrease in contractor expenditures and in kind to go with the decrease in revenue. Pass through funding for contracts to service providers shows an increase due to CARES Act funding.

Ms. Cribb continued with an overview of the changes in the expenditures. She stated that SGRC had received a notice from GMA about an increase in the monthly retirement payment and that is reflected in the budget. Another increase in the expenditures, Ms. Cribb stated was a 10% budgeted increase in health insurance. This is an estimate, but the actual cost for health

insurance will not be known until January 2021. She stated there are also some unknowns to account for in the expenditures. The utilities costs are a guestimate as it is unknown what the costs will actually be, as the Valdosta office moves into the new building later this year.

Ms. Cribb shared that the Executive Committee reviewed the budget in detail in their meeting earlier in the week and recommended to submit this budget to the full council for approval. She asked for questions from the council. With no questions from the council, Chair Evans called for a motion to approve the FY2021 budget. Micheal-Anjelo James made a motion to approve the budget, and Matt Seale seconded the motion. With no further discussion, the motion passed unanimously.

ADOPTION OF RESOLUTION FOR SOUTHERN GEORGIA RC FY2021 WORK

PROGRAM: Executive Director Lisa Cribb referred council members to their packet material detailing the FY2021 proposed work program and adoption resolution (copy attached and made part of these minutes). She reminded council members that a copy was emailed earlier in the week. Ms. Cribb shared that the Executive Committee reviewed the draft work program at their meeting in May, and then again at their meeting earlier in the week. The work program represents anticipated activities for the upcoming year for the regional commission. The program is broken down into programmatic areas. Many of the activities are dictated by federal and state funding contract requirements. The CARES Act funded activities are reflected in the FY2021 work program. With no questions, Chair Evans called for a motion to adopt the SGRC FY2021 work program. Barbara King made a motion to adopt the RC FY2021 Work Program, and Barbara Maefield seconded the motion. With no other discussion, the motion passed unanimously.

REVIEW AND ADOPTION OF RESOLUTIONS FOR EDA RLF AMENDMENTS AND PLAN APPROVALS:

SGRC Senior Lending Officer Michelle Frey referred council members to the pages in their packet labeled item number seven (copy attached and made part of these minutes). She explained that there are three resolutions to be reviewed. First, the Supplemental EDA-RLF award application for the CARES Act. The EDA invited SGRC, as a current recipient of an existing EDA-funded revolving loan fund, to apply for a Supplemental RLF award to make credit more easily available to help small businesses impacted by the COVID-19 pandemic. This is a grant to the SGRC. As part of the application, the SGRC is required to implement an RLF plan for CARES Act Revolving Loan Fund Supplemental Disaster Recovery and Resiliency Awards (copy of the loan fund plan summary is attached and made a part of these minutes). Chair Evans called for a motion to approve the Supplemental EDA-RLF award application. Vivian-Miller Cody made a motion to approve the Supplemental EDA-RLF Award Application for the CARES Act, Michael-Angelo James seconded the motion. With no other discussion, the motion passed unanimously.

Ms. Frey continued with the second document for item number seven, the Temporary EDA-RLF Plan Amendment. This resolution will allow for a temporary amendment to the existing SGRC revolving loan fund plan to make credit more quickly and easily available to borrowers impacted by COVID-19 by waiving some regulations during a one-year period. Chair Evans called for a motion to approve the Temporary EDA-RLF Amendment. Barbara King made a motion to approve the Temporary EDA-RLF Plan Amendment, Michael-Angelo James seconded the motion. With no other discussion, the motion passed unanimously.

Ms. Frey presented the third resolution to be reviewed for approval, the EDA-RLF Plan Amendment for Number of Loan Board Members. She explained the EDA-RLF plan amendment for the number of loan board members is more of a housekeeping duty. While amending the existing RLF Plan, it was noted that the By-Laws of the Southern Georgia Area Resource Development Agency, Inc. (ARDA), which operates the EDA RLF, state that the number of Directors shall not be less than nine and not more than twelve. The SGRC Revolving Loan Fund Plan (the RLF) states under Organization Structure that the number of Directors be 18 as it was set in 2015. This resolution will amend the EDA-RLF plan to reflect the ARDA By-Laws as it pertains to the number of Directors. Chair Evans called for a motion to approve the resolution to amend the EDA-RLF Plan Pertaining to Number of Loan Board Directors. Barbara Maefield made a motion to approve the resolution to amend the EDA-RLF Plan Pertaining to Number of Loan Board Directors, Buddy Duke seconded the motion. With no further discussion, the motion passed unanimously.

INITIATION OF THE ANNUAL PERFORMANCE EVALUATION: Executive Director Lisa Cribb explained to council members that their packets included a copy of a performance evaluation (copy attached and made part of these minutes). Regional commissions, as required by law, must initiate annual performance evaluations of the commission and its Executive Director to be completed by their councils. Ms. Cribb explained that the performance evaluation document would be emailed to all council members to provide for ease of response and that members who preferred a hardcopy document should notify staff. She encouraged members to complete and return the evaluation and thanked them for their participation.


REPORT OF NOMINATION COMMITTEE: Chair Evans explained that the nomination committee met the day before on June 24, 2020 and have made the following recommendations to fill two empty Executive Committee spots: Barbara King and Keith Stone. Also, the nomination committee recommended that Matt Seale fill the empty Secretary position. Michael-Angelo James made a motion to approve the recommended nominations, Adam Smith seconded the motion. With no other discussion, the motion passed unanimously.

OTHER BUSINESS: Executive Director Lisa Cribb asked if Kelly Lane from DCA had any updates or announcement for the council. Ms. Lane reminded those present that the next One-Georgia Equity application due date will be in October 2020.

ADJOURN: As there was no further business to conduct, the meeting was adjourned.



Joyce Evans, Chair



Matt Seale, Secretary