

**SOUTHERN GEORGIA REGIONAL COMMISSION
MINUTES OF THE EXECUTIVE/AUDIT COMMITTEE MEETING
JANUARY 24, 2019
SPORTS COMPLEX & CIVIC CENTER, PEARSON, GEORGIA
10:00 A.M.**

Members in Attendance:

Joyce Evans
Neal Bennett
Buddy Duke
Lee Gowen
Peggy Murphy
Carlos Nelson
Grady Thompson

Staff Present:

Lisa Cribb
Kelly Schultz
Chris Strom

REVIEW AND APPROVAL OF MINUTES FOR DECEMBER 13, 2018 MEETING:

Chair Joyce Evans called the meeting to order and then reminded those present that the minutes of the December 13, 2018 Executive Committee meeting were previously emailed to members (copy attached and made a part of these minutes). Grady Thompson made a motion to approve the minutes. Peggy Murphy seconded the motion. Motion carried unanimously.

REPORT ON PERFORMANCE AUDIT OF REGIONAL COMMISSIONS: SGRC

Executive Director Lisa Cribb referred those present to a copy of a summary of the Performance Audit on Regional Commissions conducted by the Department of Audits and Accounts (DOAA) included in their member packets (copy attached and made a part of these minutes). She noted that a copy of the entire report was emailed to all council members earlier in the week. Ms. Cribb stated that if anyone did not receive this email to let her know and she would re-send it to them.

Ms. Cribb explained that the performance audit is required by O.C.G.A. 50-8-38. She then announced that the Department of Audits selected three Regional Commissions from the state to pay an onsite audit visit to during FY 2018 and that the Southern Georgia Regional Commission had not been one of those chosen. She stressed that the audit only looks at programs that use state funding. The programs that were subject to review by the audit were Planning, Aging services, and Coordinated Transportation. Ms. Cribb informed the committee that the audit process had been revamped this year and performance targets have been set. There are 14 target measurements and the SGRC met 9 of the 14 targets, which was the highest met, along with two other Regional Commissions: ARC and Heart of Georgia Regional Commission. Ms. Cribb concluded her report on the Performance Audit by encouraging the Executive Committee to review the full report that was emailed, and to contact her with any questions they may have.

DISCUSSION ON IT PROGRAM: SGRC Assistant Executive Director Chris Strom started by reminding the Executive Committee that there are two sides of the IT Department: pc desktop

support and programming support. He stated that his discussion would focus on the programming side of the department.

Mr. Strom stressed that the IT department's programming support division has not been able to sustain itself. He stated that the amount of continued investment needed to keep the program going is too much to justify. Mr. Strom explained that he and Executive Director Lisa Cribb have discussed the challenges at length, and they have concluded that a cost effective and durable solution would be to pursue expertise outside of the SGRC. He suggested that utilizing a third party software company would ease the financial burden on the SGRC of having an in-house programming division. He then stated that by allowing a third party company to assume the responsibilities of the programming support division it will reduce costs and get tailored software and support to counties and cities in a timely manner. An experienced software company would have the expertise, staff, and capability to write tailored software to fit seamlessly within each county's and/or city's software programs already in place. Lastly, he stated that a vendor has been identified who may be able to fill this role and he would keep the Committee updated.

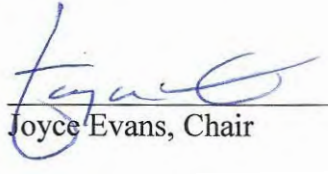
UPDATE ON VALDOSTA OFFICE RELOCATION: SGRC Assistant Executive Director Chris Strom gave the Executive Committee members an update on the relocation of the SGRC Valdosta office. Mr. Strom shared that the architect has completed the construction drawings. He stated that in the last month he met with Laura Carter Crook of LEC Interior Design & Consulting, Inc., and she has provided an estimate of furniture costs, fixtures, and equipment. Mr. Strom noted that the cost was high, first coming in at approximately 7% of the construction cost. He stressed that this was due to the fact that Ms. Crook was preparing a cost based on a new office setup with all new office furniture. Mr. Strom assured the Executive Committee that the SGRC will be recycling office furniture from the current location to save on costs. As soon as he has an accurate number of what will be recycled, Mr. Strom stated that he would then work with Ms. Crook and whittle the cost estimate to an accurate representation of the needs for the new office. Mr. Strom did state that he and Ms. Crook have already started working on the estimate and it is down to less than 5% of the construction cost so far. Mr. Strom informed the committee that he has seen where more cuts can be made, and will continue working with Ms. Crook to get those costs down. Mr. Strom indicated that he will provide a dollar amount at a later time.

Mr. Strom continued that the architect is assembling a packet to send out for RFPs, and should have that ready within the next month. To keep the progress moving, Mr. Strom stated that staff would be meeting with three banks next week and a fourth the following week to discuss possible bank partnership benefits for the building loan. Mr. Strom said that he would be in a better position to discuss the furniture price estimate, the bank partnership, and the RFP packet at the next meeting.

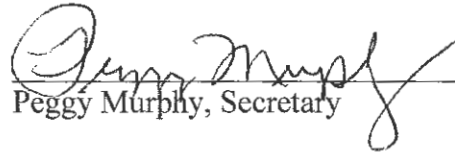
Mr. Strom then thanked Grady Thompson for suggesting that another architect review the plans to give a second opinion. Mr. Strom said that he contacted Chad McCloud at Lowndes County to review the plans. After reviewing the plans, Mr. McCloud did make some suggestions that Mr. Strom says were worth considering. He concluded his update by saying that he is happy to say Mr. McCloud was able to validate the per square footage estimate that the SGRC has received from the architect.

ADJOURN:

There being no further business, the meeting was adjourned.



Joyce Evans, Chair



Peggy Murphy, Secretary