

**MINUTES OF THE  
COASTAL REGIONAL COMMISSION COUNCIL  
August 12, 2015  
Richmond Hill City Center, Richmond Hill, GA  
10:00 A.M.**

**CALL TO ORDER:** Chairman Tom Ratcliffe called the meeting to order at 10:00 a.m. Invocation was provided by Chairman Jimmy Burnsed followed by the Pledge of Allegiance.

**MEMBERS PRESENT:** Jim Thomas, Jimmy Burnsed, Tom Ratcliffe, Sean Register, Margaret Evans, Walter Gibson, Allen Brown, Priscilla D. Thomas, Reggie Loper, Kelly Spratt, Edna Jackson, Ken Lee, Dwight Gordon, Pat Bazemore, Dan Coty, Jason Coley, David Boland, Herb Jones, Craig Root, Donald Lovette, Julie Martin, Chap Bennett, Harold Fowler, Dale Provenzano, Wyck Newberry, Graylan Quarterman, Chris Blaine, John Morrissey, and J.C. Warren.

**MEMBERS ABSENT:** Charles Wilson, Shaw McVeigh, Jimmy Starline, Hugh Hodge, Jan Moore, and Gwendolyn Davis.

**EX-OFFICIO MEMBERS PRESENT:** Dorothy Glisson, Screven County and Ron Elliott, Fort Stewart.

**GUESTS:** Nathaniel Thomas, Chatham; Ron Feldner and Gerald Ethridge, Garden City; Eric Landon, Camden; Paul Teague, Atlanta Gas Light; Lisa Overbey, Long; Clifton DeLoach, Long; Mayor Mary Warnell and Dustin Peebles, Pembroke; Sandy Rayson, Woodbine; Dina McKain, Fort Stewart; Stephanie Dammen-Morrell, Hussey Gay & Bell; Mayor Daisy Pray, Walthourville; Patrick Graham, CHA; Jeff Ricketson, Liberty Consolidated Plng. Comm.; Al Burns, Glynn County; and Bo Causey, GA Dept. of Economic Development.

**STAFF PRESENT:** Allen Burns, Executive Director; Don Masisak, Transportation Director; Lena Geiger, Finance Director; Lupita McClenning, Planning & Gov't Services Director; Hunter Key GIS Manager; Stephen Brown, Planner/GIS Analyst; Meizi Wolven and Bill Compton, Grant Specialists; and Colletta Harper, Administrative Services Director.

**OUTGOING CHAIRMAN** – Chairman Ratcliffe presented an outgoing chairman plaque to Mayor Jim Thomas, City of Hinesville.

**Presentation of Perfect Attendance Pins:** Executive Director Burns presented perfect attendance pins to: Chris Blaine, Chatham County Non-Public Representative and Herb Jones, Effingham County Non-Public Representative. Herb Jones was presented with a CRC logo football, which was signed by all council members.

**APPROVAL OF MINUTES:** Chairman Ratcliffe requested approval of the minutes from the June 10<sup>th</sup> meeting.

**Motion:** Mayor Margaret Evans  
**Second:** Commissioner Walter Gibson  
**Vote:** Unanimous

**BUSINESS ITEMS**

**Approval of Non-Public and Ex-Officio Members** – *(See attachment 1, attached herein and made a part of these minutes.)* Chairman Ratcliffe referred members to the blue handout. A motion was made to approve the Non-Public & Ex-officio appointments as listed.

**Motion:** Dan Coty  
**Second:** Vice Chairman Priscilla D. Thomas  
**Vote:** Unanimous

**Approval of Budget & Finance Committee** – (See attachment 2, attached herein and made a part of these minutes.) Chairman Ratcliffe referred members to the yellow handout. A motion was made to approve the Budget & Finance Committee as listed.

**Motion:** Craig Root  
**Second:** Commissioner Walter Gibson  
**Vote:** Unanimous

**Approval of Appointment of Ethics Committee:** (See Attachment 3, attached herein and made a part of these minutes.) Chairman Ratcliffe referred members to the tan handout. A motion was made to approve the Ethics Committee as listed.

**Motion:** Vice Chairman Priscilla D. Thomas  
**Second:** Mayor Edna Jackson  
**Vote:** Unanimous

**Approval of Appointments of Economic Development, Military, Transportation, and Infrastructure Committees:** (See Attachments 4, 5, 6, and 7, attached herein and made a part of these minutes.) Chairman Ratcliffe referred members to the handouts and stated the officers were using their discretion to add these committees and gave a brief overview of the function of each committee. It was noted that Mayor Mary Warnell and Ron Elliot should be invited to participate in the Military Committee meetings. A motion was made to approve the committees as presented.

**Motion:** Commissioner Reggie Loper  
**Second:** Commissioner Walter Gibson  
**Vote:** Unanimous

**Approval of Resolution to Change Signatories at Southeastern Bank:** (See Attachment 8, attached herein and made a part of these minutes.) Executive Director Burns stated that Chairman Ratcliffe needed to be added as a designated agent of the CRC. A motion was made to approve the Resolution as presented.

**Motion:** Mayor Margaret Evans  
**Second:** Commissioner J.C. Warren  
**Vote:** Unanimous

**Approval of Addition to CRC Employee Handbook:** (See Attachment 9, attached herein and made a part of these minutes.) Executive Director Burns explained that in anticipation of DOL's ruling on the salary threshold for exempt and non-exempt employees, it was decided to add a section to the Handbook that clarifies the laws on travel time since there will be several employees whose status will change. There was a brief discussion on how this will affect productivity and the budget. Burns stated that he would work to make sure it didn't affect the budget and that others would have to pitch in to make sure productivity doesn't lapse. A motion was made to approve the addition to the Employee Handbook as presented.

**Motion:** Herb Jones  
**Second:** Commissioner J.C. Warren  
**Vote:** Unanimous

**Approval of Resolution to Adopt the 2016-2021 Regional Work Program Update:** (See Attachment 10, attached herein and made a part of these minutes.) Ms. Lupita McClenning, Planning and Government Services Director, reported that the Council had approved the transmittal of the Update to DCA at their April meeting. DCA has reviewed and approved the update and it now needs formal adoption by the Council. A motion was made to approve the Resolution as presented.

**Motion:** Pat Bazemore  
**Second:** David Boland  
**Vote:** Unanimous

## **PRESENTATIONS**

**GUARD Initiative:** Mr. Bo Causey, Senior Project Manager, GA Dept. of Economic Development (GDEcD) provided an overview of this project which is being funded through a grant from the Office of Economic Adjustment on DoD contracts within Georgia. The GDEcD partnered with Chmura Economics and Analytics to collect and analyze contractor data and to develop a web based tool that will be available to each of the economic regions throughout Georgia. Regional meetings will be held in four locations; the closest one in Savannah on September 3<sup>rd</sup>. Purpose of the meetings are to: (1) Present Chmura Model and Data to regional leadership; (2) discuss regional opportunities for diversification; and, (3) solicit input on regional needs and identify common needs across the 4 clusters that might be addressed in a follow on grant at the state level. Additional information regarding all of the four meetings will be forwarded to everyone. There was a brief discussion regarding how much of an economic impact DoD contracts do have in our region. Invites to all of these meetings will be sent to membership.

**GIS – Demographic Profiles:** *(See Attachment 11, attached herein and made a part of these minutes.)* Mr. Hunter Key, GIS Manager, provided a PowerPoint overview of the GIS Demographic Profiles project that was completed by summer student interns Al Burns and Derrik Luukkonen. Interns utilized Business Analyst and ArcGIS online software to develop demographic maps with supporting reports for a community “quick look” page. Each county has 7-8 reports put together, with over 1,000 possibilities of additional reports that can be created using this data. Mr. Key also presented a Wi-Fi demo of how the counties can utilize this site. There was a brief discussion on how this data can be utilized, if it will be linked to other agencies that have similar information, and how you will know where and when information was last updated. Mr. Key stated that these were all great questions and suggestions that can be implemented. Executive Director Burns stated that when the 2020 census data comes about we can plug it into these data and it will be much easier than recreating the wheel. Mr. Key encouraged everyone to visit their county page via our website [crc.ga.gov](http://crc.ga.gov) and click on the Economic Development District for Coastal Georgia and then their respective county tab. If anyone has any questions or suggestions, please email Hunter a [hkey@crc.ga.gov](mailto:hkey@crc.ga.gov).

## **OTHER BUSINESS**

**GARC Update:** CRC GARC Representative David Boland reported he attended the GARC Policy officials meeting this month. The most significant item was the hiring of Susan Miller as the State Geospatial Information Officer. This is a two-year contract funded in part by EDA and the regional commissions. The CRC has headed up this project and Hunter Key has done an excellent job.

**DRI Reports:** None to report this month.

**Project Status Reports** - *(See Attachments 12, 13, 14, and 15 attached herein and made a part of these minutes.)* If anyone has any questions, please see staff after the meeting.

**CADDA Report:** No questions were raised regarding the CADDA report. *(See Attachment 16, attached herein and made a part of these minutes.)*

## **EXECUTIVE DIRECTOR’S REPORT**

- Aging Status Report shows that we have 1,700 people on the waiting list. Transportation report shows that ridership has increased 28% since last year due to advertising and more individuals knowing the service is available. Finance Report shows that our Auditors will be here August 31 – September 4. Lena is working on our final year-end numbers, but they will be close to what is shown in the report.
- Received the Certificate of Excellence in Financial Reporting for FY14 – great job by the Finance Department.

- The CRC is in a partnership with the Friends of Disabled Adults and Children (FODAC). This ties in with our Tools for Life Lab. FODAC provides refurbished equipment and services for disabled adults and children to improve their overall quality of life. The CRC is a designated drop off facility for the public to drop off used equipment for pickup by FODAC, and FODAC drops off the refurbished equipment to our facility for distribution to those in need. We are currently the only regional commission that offers the Tool for Life Lab and has a partnership with FODAC.
- Susan Miller began her position as the State Geospatial Information Officer on August 10<sup>th</sup>. She will attend our September meeting. She is a contract employee of GARC and is housed in an office at DCA. We have a good working relationship with DCA and it is our hope that they will take over this position once the two year contract funded by EDA and GARC is complete. There are 35 states that have this position.
- Attended a meeting of the Brunswick Area Transit Authority (BATS) in hopes of getting them to participate in our transit program – they are the only hole in our regional transit effort.
- Received a letter from the ARC Chairman thanking us for working with them on their three-day meeting in Savannah. They are excited to work with our CRC as we face many similar issues.

Mayor Edna Jackson questioned if the CAT situation had been resolved. Executive Director Burns responded they have given a verbal commitment; however, nothing has been finalized.

Commissioner J.C. Warren questioned since we are in a new fiscal year if we would be able to get Aging Services for Screven. Executive Director Burns responded we are still working on it and we are trying to get the DHS Commissioner here for our September meeting. The Aging Services Advisory Council Chairman will be here as well.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 11:30 p.m., with lunch following.

**NEXT MEETING:** The next meeting will be on **Wednesday, September 9, 2015, at the Richmond Hill City Center at 10:00 a.m.**