

EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.

Board Meeting
ETHRA Executive Office
9111 Cross Park Drive, Suite D-100, Knoxville, TN 37923
December 13, 2022

The Board meeting of the East Tennessee Human Resource Agency was held on December 13, 2022, at ETHRA Offices, 9111 Cross Park Drive, Suite D-100, Knoxville, Tennessee.

The following Board members were present:

Joe Brooks	Claiborne County
Glenn Jacobs	Knox County
Ron Williams	City of Farragut
Mark Potts	Jefferson County
Mike Byrd	Grainger County
Trey Dykes	City of Newport
Rob Mathis	Cocke County
Larry Waters	Sevier County
Richard Briggs	Senator, State of Tennessee
Terry Frank	Anderson County
Wade Creswell	Roane County

PUBLIC COMMENTS

Chair, Joe Brooks opened the meeting and asked if there were any public comments. There being none, the meeting was called to order.

CALL TO ORDER

The Chair, Joe Brooks, called the meeting to order.

MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting were mailed and e-mailed to members as part of the agenda package.

MOTION: TO APPROVE THE MINUTES AS WRITTEN. A MOTION WAS MADE BY MIKE BYRD AND WAS SECONDED BY ROB MATHIS TO APPROVE THE MINUTES AS WRITTEN. THE MOTION PASSED.

FINANCIAL REPORT

ETHRA Treasurer, Glenn Jacobs, gave the financial report for the period ending October FY 2023. Mayor Jacobs asked if there were any questions regarding the financial report. There were no questions.

MOTION: TO ACCEPT ETHRA'S FINANCIAL REPORT FOR THE PERIOD OCTOBER FY 2023. MOTION WAS MADE BY MARK POTTS AND SECONDED BY MIKE BYRD. THE MOTION PASSED.

EXECUTIVE DIRECTOR'S REPORT

Mr. Holiway reported that draft audit report had been presented at the Audit Committee meeting and that Chair Joe Brooks would give a report.

Chair Joe Brooks reported that draft audit report for ETHRA had been presented at the Audit Committee meeting and the audit was a clean audit with no findings. He stated that a full copy of the audit report would be e-mailed to all board members once a copy was provided so each member could review the report along with the footnotes. He stated that the report was recommended during the Audit Committee meeting to be presented to the full board.

MOTION: TO ACCEPT THE DRAFT AUDIT AS PRESENTED BY RODEFER AND MOSS IN THE AUDIT COMMITTEE MEETING AND TO BE ACCEPTED BY THE FULL BOARD. MOTION WAS MADE BY TERRY FRANK AND SECONDED BY ROB MATHIS. THE MOTION PASSED.

Mr. Holiway then reported that in order to be in compliance with the bylaws, a Steering Committee was appointed by the chair and was to include the four (4) officers and a minimum of three (3) additional board members. The chair has the power to appoint those members. Chair Joe Brooks did appoint Bill Brittain, Terry Frank, Trey Dykes and Mark Potts along with the four (4) officers.

MOTION: TO ACCEPT THE APPOINTMENTS MADE BY THE BOARD CHAIR TO SERVE ON THE STEERING COMMITTEE AS PRESENTED. MOTION WAS MADE BY LARRY WATERS AND SECONDED BY WADE CRESWELL. THE MOTION PASSED.

Mr. Holiway then noted that due to the municipal mayor of Oliver Springs, Tennessee, not securing his seat in the recent election, a new nomination was made by Chair Joe Brooks to fill that vacancy. Chair Brooks nominated Neil Pucciarelli, Mayor of Cumberland Gap, Tennessee.

MOTION: TO APPROVE THE NOMINATION OF NEIL PUCCIARELLI TO FILL THE VACANCY OF A MUNICIPAL MAYOR OF THE ETHRA BOARD. MOTION WAS MADE BY TERRY FRANK AND SECONDED BY TREY DYKES. THE MOTION PASSED.

Mr. Holiway asked the board on behalf of Aaron Bradley, to review and authorize a resolution in support of three initiatives: Group Home License; Adult Protective Services and Dedicated TBI Call Center.

MOTION: TO SUPPORT AND AUTHORIZE A RESOLUTION FOR THE THREE (3) INITIATIVES AS PRESENTED. MOTION WAS MADE BY TREY DYKES AND SECONDED BY TERRY FRANK. THE MOTION PASSED.

Mr. Holiway then gave an update and requested any assistance with the funding in two program areas; CSBG funding - not received since September 2022. Additionally, LIHEAP was lagging via THDA.

Mr. Holiway reminded the board that this was the 50th year anniversary of the HRA's across the state with ETHRA being the

largest. He mentioned that all HRA's would be requesting \$1 Million dollars each from the state for a one-time project.

Mr. Holiway then asked Mayor Mark Potts to report on his request and initiate a discussion regarding a new building for ETHRA or a new building site. With the current conditions, lack of space inside the current building, parking issues, potential growth and lease costs, the time seemed opportunistic to begin the search for a new space for the ETHRA Executive offices in Knoxville and surrounding area. Mayor Potts asked for the Steering Committee to have a feasibility study conducted of current lease options, costs, current space and future space needed with ample parking. He also asked that Steering Committee seek other options and bring their findings back to the board for consideration.

MOTION: TO APPROVE THE STEERING COMMITTEE TO CONDUCT A FESIBILITY STUDY AND OTHER OPTIONS FOR A NEW BUILDING FOR ETHRA EXECUTIVE OFFICES AS PRESENTED. MOTION WAS MADE BY GLENN JACOBS AND SECONDED BY ROB MATHIS. THE MOTION PASSED.

OTHER BUSINESS

Chair Joe Brooks noted that he and other key members of the board would be on travel to Washington on March 14, 2023, when the scheduled board meetings were to be; therefore, he requested that the March 14, 2023, ETHRA/ETDD Board meetings be cancelled. The board would reconvene in April, 2023.

MOTION: TO APPROVE THE MARCH 14, 2023, BOARD MEETINGS BE CANCELLED. MOTION WAS MADE BY TERRY FRANK AND SECONDED BY LARRY WATERS. THE MOTION PASSED.

ADJOURNMENT

A MOTION WAS MADE BY CHAIR JOE BROOKS TO ADJOURN. GLENN JACOBS SECONDED THE MOTION. THE MOTION PASSED.


Signature


Date