

EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.

Policy Council of the Board
Knoxville, Tennessee
February 11, 2020

The Policy Council of the East Tennessee Human Resource Agency Board of Directors held their regular Policy Council Meeting on February 11, 2020, at the ETHRA Administrative Office in Knoxville, Tennessee. The following Policy Council members were present:

Ron Woody, Chair	Roane County
Trey Dykes, Vice-Chair	Cocke County
Mark Potts, Secretary	Jefferson County
Joe Brooks, Treasurer	Claiborne County
Crystal Ottinger	Cocke County
Terry Frank	Anderson County
E.L. Morton	Campbell County
Greg Leach	Campbell County
Anna Beth Walker	Claiborne County
Mike Byrd	Grainger County
Jerri Etta Bishop	Grainger County
Bill Brittain	Hamblen County
Ronda Davis	Jefferson County
Jane Jolley	Knox County
Winnie Wilson	Knox County
Jack Qualls	Loudon County
Brian Langley	Morgan County
Sharon Heidel	Morgan County
Jerry Johnson	Roane County
Jason Bailey	Union County

The following Policy Council members were not present:

Richard Briggs	State Senator
Kent Calfee	State Representative
Buddy Bradshaw	Loudon County
David Buchanan	Blount County
Stacy Chambers	Monroe County
Jeff Tibbals	Scott County
Lynn Ramsey	Cocke County
Jane Howes	Sevier County
Tom Byrge	Anderson County
Richard Kirkland	Monroe County
Tom Taylor	Blount County
Marty Smith	Union County
Larry Waters	Sevier County

Other Attendees:

Glenn Jacobs	Knox County
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CALL TO ORDER

The meeting was called to order by the Chair, Ron Woody.

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. MOTION WAS THEN MADE BY TERRY FRANK AND SECONDED BY CRYSTAL OTTINGER. THE MOTION PASSED.

FINANCIAL REPORT

Mayor Joe Brooks reviewed the financial report for the period ending JULY - DECEMBER FY 2020. Mayor Brooks asked if there were any questions regarding the financial report. There were no questions.

MOTION: TO APPROVE ETHRA'S FINANCIAL REPORT FOR THE PERIOD ENDING JULY - DECEMBER FY 2020 AS PRESENTED. MOTION WAS MADE BY MARK POTTS AND SECONDED BY BILL BRITTAIN. THE MOTION PASSED.

Chair Ron Woody reported that the Audit Committee had reviewed the East Tennessee Human Resource Agency Financial Statements and Supplementary Information Audit Year Ended June 30, 2019. Chair Ron Woody reported that this was a clean audit with no findings.

MOTION: TO APPROVE ETHRA'S FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION AUDIT YEAR ENDED JUNE 30, 2019, AS PRESENTED. MOTION WAS MADE BY TERRY FRANK AND SECONDED BY SHARON HEIDEL. THE MOTION PASSED.

EXECUTIVE DIRECTOR'S REPORT

Gary Holiway, Executive Director, reported to the Policy Council that ETHRA had been notified of an impending Sunset Audit. ETHRA received notice via USPS letter and had already participated in an introductory conference call. ETHRA had received the first steps of information and documentation requested and was currently working on these first steps. The audit team was expected to be on-site during the week of March 2, 2020, and would be reviewing all in house contracts, personnel records and Policy Council member information. Mr. Holiway further noted that a possibility existed of a random selection interview with Policy Council members.

Mr. Holiway reported that the Morristown Job Center had completed a move and the Rockwood Job Center was in process of moving to share space and building area with the ETHRA office and should be completed by March 1, 2020.

Mr. Holiway noted that ETHRA is in the process of replacing fleet vehicles and that 10 new vehicles had been purchased for the Homemaker program.

Mr. Holiway made mention that February 18 and 19, 2020, is the HRA's Day on the Hill. He stated that he would remind legislature that each HRA is to receive \$120,000 each year of unrestricted funds and to please continue to do so. In addition, he would to ask legislature to

review funding for community corrections and to please continue to fund this program.

Mr. Holiway then introduced Aaron Bradley, AAAD Program Manager. Mr. Bradley asked for the support of the Policy Council for the Silver Alert Bill; Senate #2104 and House #2630.

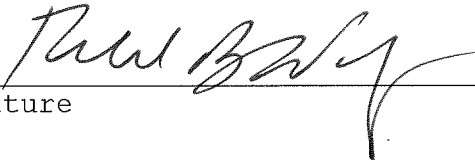
Mr. Holiway gave a brief summary of a legal matter with regard to the Senior Volunteer Transportation Network (SVTN). Mr. Holiway had been made aware of court date with a Chancellor of program reports, funding and participation. He assured the board that ETHRA had adhered to the contract requirements and that no wrong-doing had occurred on the part of ETHRA staff. He did ask the board for their direction, feedback and approval to proceed to attend the hearing. Mr. Holiway also reported that Jessica Stewart, Legal Counsel for ETHRA, had reviewed the contract and would provide support and legal representation on behalf of ETHRA.

Lastly, Mr. Holiway reported that due to the recent flooding, that the commodities that were currently being stored, were being supervised and action would be taken to secure and safeguard all commodities would be taken. A plan had already been put in place to safeguard current inventory as well as future goods.

OTHER BUSINESS

ADJOURNMENT

There being no further business, the meeting was adjourned on a motion made Trey Dykes, and seconded by Mike Byrd.



Signature

3-10-2020
Date