

**Upper Cumberland Human Resource Agency
Executive Committee Meeting**

MINUTES	JUNE 15, 2022	10:00 A.M.	COOKEVILLE, TN
MEETING CALLED BY	Chairman Randy Heady		
TYPE OF MEETING	UCHRA Executive Committee Meeting		
FACILITATOR	Chairman Randy Heady		
NOTE TAKER	Sherry Thurman		
MEMBERS PRESENT	Dale Reagan, Allen Foster, Tim Stribling, Randy Heady, Lloyd Williams, Steve Jones, Ben Danner, Carey Garner, Jeff Mason, Sarah Marie Smith		
MEMBERS ABSENT	Brent Bush, Luke Collins, Josh Miller, Jimmy Johnson, Randy Porter, Greg Wilson, Mickey Robinson, Jimmy Haley, Denny Robinson, Jeff Young, Representative Cameron Sexton, Senator Paul Bailey		
	CALL TO ORDER / PRAYER / PLEDGE OF ALLEGIANCE		CHAIRMAN RANDY HEADY
CALL TO ORDER	Chairman Randy Heady called the meeting to order.		
PRAYER	Smith County Mayor Jeff Mason opened the meeting with prayer.		
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was cited.		
	ROLL CALL		
ROLLCALL	Sherry Thurman called the roll and the attendance is recorded above. There was a quorum of the committee members present.		
	APPROVAL OF CONSENT AGENDA		CHAIRMAN RANDY HEADY
DISCUSSION	<p>Chairman Randy Heady advised that the consent agenda consist of the following:</p> <ul style="list-style-type: none"> • Executive Committee Meeting Minutes – April 20, 2022 • UCHRA Policy Council Report • 2022 Provider Monitoring and Evaluation of UCHRA (Chance) • Tennessee CASA Association State Standards for Local Program • Cumberland County CASA United Way Grant FY 2023 <p>A motion was made to approve the Consent Agenda.</p>		
ACTION	<p><u>Motion to Approve</u> Motion made by: Tim Stribling Motion seconded by: Steve Jones</p> <p>Chairman Randy Heady asked for discussion or comments on the motion. Motion carried unanimously.</p>		
	UCHRA FINANCIAL REPORT		GINGER STOUT, FINANCE DIRECTOR
DISCUSSION	Ginger Stout presented the UCHRA financial report for July 1, 2021 through		

DISCUSSION	<p>April 30, 2022.</p> <p>Executive Director Mark Farley advised that the Indian Mound facility has been sold for \$674,000. Funds from the sale will be used to pay off the Lakeside loan by June 30, 2022.</p> <p>A motion was made to approve the financial report.</p>
ACTION	<p><u>Motion to Approve</u> Motion made by: Steve Jones Motion seconded by: Dale Reagan</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried unanimously.</p>
	<p>VAN BUREN COUNTY HEAD START REPORT MARK FARLEY, EXECUTIVE DIRECTOR</p>
DISCUSSION	<p>Executive Director Mark Farley presented and discussed the agenda items for the Van Buren County Head Start Program.</p> <ol style="list-style-type: none"> a. April 2022 Budget, Monthly Activity Report, Credit Card, In-Kind b. March, 2022 Budget, Monthly Activity Report, Credit Card, In-Kind c. COLA Budget 2022-2023 d. Board of Directors COLA Letter 2022-2023 e. UCHRA Van Buren County Head Start In-Kind Procedure f. U.S. Department of Health and Human Services Compendium of Required Certifications and Assurances g. Class Observation 21-22 h. Selection Criteria i. Statement of Authority <p>A motion was made to approve the Van Buren Head Start Report.</p>
ACTION	<p><u>Motion to Approve</u> Motion made by: Dale Reagan Motion seconded by: Sarah Marie Smith</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried unanimously.</p>
	<p>CSBG UPDATE LANELLE GODSEY, COMMUNITY SERVICES DIRECTOR</p>
DISCUSSION	<p>LaNelle Godsey reported on the UCHRA Dashboard for April and May, 2022.</p> <ul style="list-style-type: none"> • The LIHEAP numbers increased from April to May due to limited funds. The agency was awarded new funds for LIHEAP. • CARES/Covid/CSBG funds will end in September, 2022. The agency is receiving requests for regular rental assistance through the Community Services Block Grant Basic Necessity Vouchers. Funds are low on the regular rental assistance but will be reoccurring with the new program year in October. • LIWAP – The water program went live last week. The agency has enrolled thirty-seven households as of Tuesday. Nine out of fourteen counties have served someone with the water program. Within the next couple of weeks, the agency will advertise the program. Anyone that is eligible for LIHEAP

DISCUSSION	<p>is automatically eligible for the low-income water program.</p> <ul style="list-style-type: none"> • Tutco is bagging commodities bags for the agency today. The company wanted to give back to the community using their facility. The entire plant has signed on to help with the bagging. <p>A motion was made to approve the CSBG report.</p>
ACTION	<p><u>Motion to Approve</u> Motion made by: Sarah Marie Smith Motion seconded by: Steve Jones Chairman Randy Heady asked for discussion or comments on the motion. Motion carried unanimously.</p>
	<p>ACTION ITEMS CHAIRMAN RANDY HEADY a. FY 2023 Budget b. TCRS Employer and Contribution Rate Certification</p>
DISCUSSION	<p>Executive Director Mark Farley and Ginger Stout gave a reported on the following action items.</p> <ul style="list-style-type: none"> • FY 2023 Budget Executive Director Mark Farley advised that with the addition of the Empower Upper Cumberland and the sale of Indian Mound the financial situation will change for UCHRA. For the first time in several years, the agency is finishing in the black. The agency is dealing with the pay structure, retaining employees and being able to recruit employees. We would like to propose a 6% cost of living increase for UCHRA employees; implement a \$12.50 minimum hourly rate for lower paid positions; and implement an incentive plan (a step-up rate to the hourly rate) for van drivers based on years of service. This will be the first time the agency has done a true cost of living increase in 7-8 years. <p>Ginger Stout advised that the agency received notification from the state that there would be an increase of over 7% for 2023 health insurance. The TCRS contribution rate increased this year. The agency has always contributed more than required. We would like to recommend raising the TCRS contribution rate from 6.54% to 7.54%.</p> <p>Executive Director Mark Farley presented a spreadsheet comparing the administrative cost for the two agencies when both agencies were managed separately and since the shared management agreement went into effect. The savings over the last 3-4 years has been 2.7 million dollars and that is 2.7 million going into services. We are projecting by year end that number will go over three million dollars. With Empower Upper Cumberland starting, revenue should increase around 15% starting next year. The transportation contract with TennCare has been renegotiated this year and progress is being made with the provider rates for in-home care.</p> <p>A motion was made to approve the FY 2023 Budget and the TCRS Employer Contribution Rate Certification as presented.</p>

ACTION	<p><u>Motion to Approve</u> Motion made by: Allen Foster Motion seconded by: Dale Reagan</p> <p>Chairman Randy Heady asked for discussion on the motion.</p> <p>Motion carried with a roll call vote. Nine board members voted yes. One member passed.</p>
DISCUSSION	<p>PROGRAM UPDATES EXECUTIVE DIRECTOR MARK FARLEY</p> <p>Executive Director Mark Farley gave an update on the Transportation Program.</p> <p>Holly Montooth reported that the board recently approved a TIF Software that will go on the Go Routes that run in the cities. The improvement will allow for better accessibility for riders with hearing and vision impairment. The kickoff meeting was held last week and staff is in the counties mapping the stops. Within the next four months the technology will be installed on all the buses on the city routes which includes Putnam, Warren, and Crossville.</p> <p>Executive Director Mark Farley advised that the agency is having issues getting new vehicles. Two purchase orders through Ford cancelled. The agency will start encountering maintenance issues as time goes on. This could potentially affect the ability to provide rides.</p>
DISCUSSION	<p>EXECUTIVE DIRECTOR REPORT EXECUTIVE DIRECTOR MARK FARLEY</p> <p>Executive Director Mark Farley advised that we have been working closely with County Executive Jimmy Haley on the UCHRA office in Warren County. The office is currently located inside the county's administrative building. The County Commission is needing the space. We have started the process of looking at alternate locations and have identified one potential location. The location has a lot of parking and it will need to be renovated. The location is not for lease so we have started the process of negotiating in case we have to buy something. County Executive Haley is working with the County Commission to see if they could help in the process. There is a possibility that they may either purchase the building for us or contribute toward it but it is not guaranteed. Three sites have been identified. In the near future it is possible that we will bring this back to the board if we need to purchase property.</p> <p>Executive Director Mark Farley advised that we are waiting to hear from the state to see if the UCHRA Community Corrections program will be in existence July 1, 2022. We proposed to create three-day reporting centers in the three judicial districts that are inside our region.</p> <p>Executive Director Mark Farley advised that LaNelle Godsey has been promoted to Deputy Director for UCHRA. Mr. Farley recognized LaNelle for her work in supporting the Empower Upper Cumberland.</p> <p>Executive Director Mark Farley introduced employees with the Upper Cumberland Development District to give an update on some of the UCDD programs.</p> <ul style="list-style-type: none"> • Mark Dudney, UCDD Dale Hollow RPO Coordinator gave an update on a

transportation grant available for the counties and cities. He advised that when Congress passed the Infrastructure Law one of the programs established was the Safe Streets and Roads for All Program. There is five billion dollars available over the next five years and in this current fiscal year one billion dollars is available. The primary focus is to fund initiatives through grants to prevent roadway deaths and serious injuries. The eligible programs are planning projects, action plans, or implementation which could include projects such as reconfigured roads with bike lanes, safety features for pedestrian crossing, low cost safety treatments (rumble strips, flashing beacons, better signage, etc.). Shawn Sandtella with the Tennessee Federal Highway Administration recommended any communities interested in applying should submit applications for action plans early in the process and in year two and three go for some implementation grants. The deadline for the grants is September 15, 2022. If counties or cities are interested in applying, contact Mark Dudney, UCDD Dale Hollow RPO Coordinator or Silas Stoddard, UCDD Center Hill RPO Coordinator. A webinar will be held the afternoon of June 15th on the action plans.

DISCUSSION

- Trent Carter gave an update on the Collaborative Response to Elder and Vulnerable Adult Abuse (CREVA) program. The goal of the program is to provide emergency services to victims of crime specifically people 60 and older or vulnerable adults between the ages of 18-59. Most referrals come from Adult Protective Services but any agency can refer to the program.
- Allison Hammock gave an update on the Collaborative Response to End Self Neglect in Tennessee (CREST) program. The CREST Program deals exclusively with people who self-neglect, vulnerable adults, hoarding situations, elderly people who can't take care of themselves. Referrals come from Adult Protective Services.
- Holly Williams announced a new provider starting July 1st, Horseshoe Grill and Catering, located in Albany, Kentucky. Mr. Wayne Keith is the owner. He will provide bulk food on a daily basis to eight senior centers.
- Mrs. Williams announced that last year there was an opportunity for senior centers to apply for a \$5,000 grant. The General Assembly allocated \$400,000 to senior centers across the State of Tennessee. The grant was competitive and eight grants were awarded. This year the General Assembly has allocated \$1,000,000 for senior centers. The funds will be distributed through a competitive grant process, awarding \$8,000 to 125 centers. TCAD will be hosting an optional Senior Center Grant Information Session on Wednesday, June 22nd, at 10:00 a.m. Application will open on July 5th and are due no later than August 5th. The notice of awards will go out August 15th and the funds received by October 31st. In order to submit the applications, the center will need a letter of support from the State Representative and State Senator in their area.
- Mrs. Williams advised that the AAAD is still in the process of developing contracts for the senior centers. There were some delays due to insurance requirements from CPO. Contracts will be finalized in the next couple of days.
- Tommy Lee advised that the noncollaborative application portion of the TDEC ARP Water Infrastructure Plan are now available. There is a call scheduled on Tuesday with TDEC to get information on some questions on the application process.

- Tommy Lee advised that the Solid Waste Technical Assistance Grant is now back. Lisa Luck is working on the application on behalf of the Development District. We hope that Lisa will be rejoining the team around the 1st of September.
- Tommy Lee advised that the premier for Wish You Were Here was held on May 11th and released on WTCE. The second episode will air June 23rd at 8:30 p.m.
- Tommy Lee announced that we hope to have the confinement facilities contract by the end of June.

Executive Director Mark Farley announced that Jill Osborne and Tyler Asher will be attending the Select USA in Washington, D.C. They will be talking with companies from all over the world about possibly locating in the Upper Cumberland. Executive Director Farley also announced that Jill will be leaving the Development District and moving to the State of Tennessee Department of Economic and Community Development. Aaron Lay will be the new Economic Development Planner for the UCDD.

Executive Director Mark Farley announced that the first two Strategy Session (Cannon and Warren counties) have been completed. Reminders will be sent for the upcoming Strategy Sessions.

DISCUSSION

Executive Director Mark Farley announced that we are planning a Mayor's Retreat for the Fall. Tentative dates are September 29th – 30th.

Chairman Randy Heady introduced the Regional Partners for an update.

- Angela Regitko with the Tennessee Department of Economic and Community advised that the ECD Governor's Conference will be held September 19th and the 20th. Jill Osborne will be moving to ECD effective July 1st.
- Boyd Barker with the Department of Agriculture advised that he will send everyone information on the Agriculture Enterprise Fund. The application period ends July 15th. The application period for the Agriculture Enhancement Fund will be October 1st – 7th. The Department of Agriculture will be receiving fifty-five million dollars of ARP funds.
- Josh Wilkerson with USDA Rural Development advised that USDA is looking to award the final fiscal year grant applications received from the counties. USDA is approaching the beginning of the next fiscal year. If there are any needs for community projects contact Mr. Wilkerson. USDA expects interest rate to rise starting July 1st.
- Tara Wohlgemuth with the Tennessee Department of Environment and Conservation advised that TDEC is working with collaborative and non-collaborative applications which is open now through November 1st. There will be a statewide Q & A session virtually on June 29th from 9:00 – 10:00 a.m. Technical Assistance Solid Waste grants are going out. TDEC is planning to release solid waste grants for used oil, convenient centers, recycling equipment, and household hazardous waste in July and September. Mrs. Wohlgemuth announced that this meeting will be her last update. She will be moving to a new position and Robert Becker will be her replacement in the Cookeville office.

DISCUSSION	<ul style="list-style-type: none"> • Tanner Cox and Bonnie Warren with Senator Hagerty's office advised that some of the big issues continue to be rising inflation and gas prices. There will be an Inaugural Upper Cumberland Summit held on August 9th and 10th at Tennessee Tech. Some of the speakers will be Senator Hagerty, Congressman John Rose, and Speaker Cameron Sexton. • Ryan Barnhart with the Highlands Initiative advised that they are doing a lot of industry site visits. • Rebecca Foster with Congressman John Rose's office advised that their office has been extremely busy with casework (primarily passports, and IRS issues). If you know of anyone that is having issues with a federal agency or applying for a grant and needs a letter of support give her a call.
	<p>OLD BUSINESS CHAIRMAN RANDY HEADY</p>
DISCUSSION	No old business was presented for discussion.
	<p>NEW BUSINESS CHAIRMAN RANDY HEADY</p>
DISCUSSION	No new business was presented for discussion.
	<p>PUBLIC COMMENTS CHAIRMAN RANDY HEADY</p>
DISCUSSION	There were no public comments presented.
	<p>ADJOURN CHAIRMAN RANDY HEADY</p>
DISCUSSION/ ACTION	<p>Discussion was held on rescheduling the UCDD Executive Committee meeting. The meeting was scheduled for June 30th at 10:00.</p> <p>Executive Director Mark Farley reminded the board that the August Executive Committee meeting will be held on Tuesday, August 16th instead of Wednesday, the 17th due to UCHRA's statewide conference.</p> <p>Chairman Randy Heady advised that he would accept a motion to adjourn.</p> <p><u>Motion to Adjourn:</u> Motion made by: Steve Jones Motion seconded by: Allen Foster</p> <p>The UCHRA Executive Committee voted unanimously to adjourn the June 15, 2022 meeting.</p>
CONCLUSION 11:10 a.m.	


Randy Heady, Chairman


Sarah Marie Smith, Secretary