

**Upper Cumberland Human Resource Agency
Policy Council Meeting**

DRAFT MINUTES	JUNE 16, 2021	10:45 A.M. COOKEVILLE, TN
MEETING CALLED BY	Chairman Randy Heady called the meeting to order.	
TYPE OF MEETING	UCHRA Policy Council Meeting	
FACILITATOR	Chairman Randy Heady	
NOTETAKER	Sherry Thurman	
MEMBERS PRESENT	Dale Reagan, James Mayberry, Tim Stribling, Jimmy Johnson, Randy Heady, Steve Jones, Ben Danner, Jeff Mason, Sarah Marie Smith, Jimmy Haley, Marvin Lusk, Denny Robinson, Ethel Minor, Billy Adcock, Barbara Wheeler, Linda Pastrick, Don Hollingsworth, Marilyn Davis	
MEMBERS ABSENT	Brent Bush, Allen Foster, Carey Garner, Randy Porter, John Martin, Greg Wilson, Lori Stringfield, Kelli Tipton, Linda Upchurch, Lynette Shaw, Kay Holbert, Johnnie Wheeler, Forrest Nesbitt, Cheryl Sullivan	
	CALL TO ORDER / ROLL CALL	CHAIRMAN RANDY HEADY
CALL TO ORDER	Chairman Randy Heady called the meeting to order.	
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"> • Policy Council Meeting Minutes – April 21, 2021 • Statutory Bond – Stacy Cummings <p>A motion was made to approve the consent agenda.</p>	
ACTION	<p><u>Motion to Approve</u> Motion made by: Sarah Marie Smith Motion seconded by: Tim Stribling Chairman Randy Heady asked for discussion on the motion. Motion carried unanimously.</p>	
	UCHRA FINANCIAL REPORT	GINGER STOUT, FINANCE DIRECTOR
DISCUSSION	<p>Ginger Stout presented the July 1, 2020 through April 20, 2021 financial report for Upper Cumberland Human Resource Agency.</p> <p>A motion was made to approve the financial report.</p>	

ACTION	<p><u>Motion to Approve</u> Motion made by: Jimmy Haley Motion seconded by: Steve Jones</p> <p>Chairman Randy Heady asked for discussion 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 the agenda items for the Van Buren Heady Start for review and discussion:</p> <ol style="list-style-type: none"> a. April Budget, Monthly Report, In-Kind, Credit Card Report b. Playground Equipment Quote c. Board of Directors Equipment Approval Letter d. June, 2020 Budget – No Cost Extension Grant Funds, June, 2020 Final Report, In-Kind – June Final 2020 e. Selection Criteria f. Board of Directors Selection Criteria Approval Letter <p>Discussion was held on the agenda items presented.</p> <p>A motion was made to approve the Van Buren Head Start Report.</p>
ACTION	<p><u>Motion to Approve</u> Motion made by: Ben Danner 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. Eighteen board members voted yes.</p>
	<p>CSBG PROGRAM REPORT LANELLE GODSEY COMMUNITY SERVICES DIRECTOR</p>
DISCUSSION	<p>LaNelle Godsey presented the April UCHRA services dashboard for CSBG.</p> <ul style="list-style-type: none"> • The agency provided over \$170,000 of specific assistance. • COVID funds are available through CSBG. The funds can be used to help with rent, utilities, and basic necessities vouchers. If individuals are struggling and have loss of income due to COVID, they can contact the UCHRA office. Staff can assist the clients one time per year and they can discuss the programs that are available. • Commodities were distributed in Cannon County June 15th. Starting next month, commodities numbers will be included on the dashboard report. • UCHRA has LIEAP funds available. <p>Executive Director Mark Farley advised that there may be a program</p>

DISCUSSION	available soon that is similar to LIEAP for water bill assistance.
	ACTION ITEMS CHAIRMAN RANDY HEADY a. COMMUNITY CORRECTIONS YEARLY AUDIT
DISCUSSION/ ACTION	Executive Director Mark Farley advised that the state audited the Community Correction Program and there were no findings. A motion was made to approve the Community Correction Yearly Audit.
ACTION	<u>Motion to Approve</u> Motion made by: Steve Jones Motion seconded by: Don Hollingsworth Chairman Randy Heady asked for discussion on the motion. Motion carried unanimously.
	b. UCHRA COMPLAINT RECORD RETENTION AND DESTRUCTION POLICIES
DISCUSSION/ ACTION	Executive Director Mark Farley advised that two of the recommendations that came out of the Sunset Audit were to establish a Complaint Policy and a Record Retention and Destruction Policy for the agency. A motion was made to approve the Complaint Policy and the Record Retention and Destruction Policy.
ACTION	<u>Motion to Approve</u> Motion made by: Dale Reagan Motion seconded by: Jimmy Haley Chairman Randy Heady asked for discussion on the motion. Motion carried unanimously.
	c. DISCUSSION OF UCHRA BYLAW CHANGES
DISCUSSION	Executive Director Mark Farley advised that the legislation to restructure the UCHRA board has been signed by the Governor. After the meeting today, the UCHRA Bylaws that the agency operates in under will no longer be in existence. Steering Committee A met on June 8th and have a recommendation for the board. The proposed recommendations for the new board structure for UCHRA: <u>Governing Board</u> 14 county mayors, 3 municipal mayors to be chosen from three sub-regions, 2 legislators

<p>DISCUSSION</p>	<p><u>Policy Council</u> 6 consumer representatives, 6 providers of services, 6 elected officials or their representatives, 1 minority representative</p> <p><u>Advisory Council</u> 14 county mayors, 31 municipal mayors, 2 legislators, Policy Council</p> <p><u>The three sub-regions</u></p> <ul style="list-style-type: none"> • North Clay, Pickett, Fentress, Jackson, Overton, Putnam (10 municipalities) • West Macon, Smith, DeKalb, Cannon (11 municipalities) • South Warren, Van Buren, White, Cumberland (10 municipalities) <p>The City Mayors in each of the three sub-groups will vote to determine who will represent their region on the Executive or the Governing Board.</p> <p>There was a suggestion at the Steering Committee meeting to have six municipal mayors, two from each sub-region, on the governing board instead of three mayors.</p>
	<p>PROGRAM UPDATES/ MARK FARLEY, EXECUTIVE DIRECTOR EXECUTIVE DIRECTORS REPORT</p>
<p>DISCUSSION</p>	<p>Executive Director Mark Farley gave an update on the UCHRA programs:</p> <p><u>Transportation</u> The first transportation bus stop has been installed in the City of McMinnville.</p> <p><u>Community Intervention</u> In the last contract year, Community Corrections served 491 individuals and 105 of those went into outpatient or residential drug treatment programs.</p> <p>Putnam County is working to implement a Ten Rocks program that is already in operation in Warren, and Van Buren counties. The program is in conjunction with Volunteer Behavior Health and the Drug Force. The agencies help individuals get into recovery.</p> <p><u>Substance Abuse Program</u> A group associated with the Life Church called Doing Unto Others</p>

approached UCHRA to help create a dental clinic. The group would like to secure a site in the Cookeville office and take one of the old transportation vans to convert into a mobile dental clinic. The van would go to all fourteen counties and provide dental assistance to individuals. It will cost approximately \$150,000 to purchase all the initial equipment and get the first-year supplies. We plan to apply for grants and ask for donations to help with the cost.

DISCUSSION

Youth Programs

Indian Mound has a new facilities coordinator.

County Office

The Cumberland County UCHRA offices moved to a new location. We are in discussion on a new facility in Warren County. Cannon County is renovating their current facility.

OLD BUSINESS

CHAIRMAN RANDY HEADY

DISCUSSION

No old business was presented for discussion.

NEW BUSINESS

CHAIRMAN RANDY HEADY

DISCUSSION

No new business was presented for discussion.

PUBLIC COMMENTS

CHAIRMAN RANDY HEADY

DISCUSSION

No public comments were presented.

MEETING CONCLUDED

CHAIRMAN RANDY HEADY

Chairman Randy Heady advised that he would accept a motion to adjourn.

ADJOURN

Motion to Adjourn:

Motion made by: Ben Danner

Motion seconded by: Jimmy Johnson

Policy Council members voted unanimously to adjourn the June 16, 2021 meeting.

**CONCLUSION
11:20 A.M.**

Chairman Randy Heady