

MINUTES (DRAFT)

FIRST TENNESSEE DEVELOPMENT DISTRICT EXECUTIVE COMMITTEE MEETING January 22, 2020

FTDD Executive Committee Members Present:

Hon. Richard Venable, Chair	Hon. Kevin Morrison	Hon. Curt Alexander	Hon. Johnny Lynch
Hon. Joe Grandy, Treasurer	Sen. Rusty Crowe (via polycom)	Hon. Garland Evely	Hon. Jenny Brock
Hon. Doris Hensley	Hon. Margaret Feierabend	Hon. Pat Shull	Hon. Mike Taylor

Others Present: Susan Reid; Nikki Morrison, Kevin Peters, Tyler Williams, Scott Robertson

FTDD Staff Present: Chris Craig; Kathy Whitaker; Carolyn Phillips; Lottie Ryans; Ken Rea; Nicole Banks; Mark Stevans; Melissa White; Bill Forrester; Vicki Casteel

Welcome, Invocation and Pledge of Allegiance

A regular meeting of the First Tennessee Development District's (FTDD) Executive Committee was held on Wednesday, August 7th at the offices of the FTDD. Board Chair Mayor Richard Venable called the meeting to order at 2:03 p.m. and invited Mayor Taylor to deliver the invocation and lead the assembly in the Pledge of Allegiance.

Amendment (Addition) to Agenda

At the request of Chris Craig, FTDD Executive Director, the meeting agenda was amended to include the presentation of a Resolution to Authorize a Grant Application to the USDA. A copy of the amended agenda was distributed to all committee members present, and Mayor Venable called for a motion to proceed with the meeting accordingly. Mayor Grandy so moved, Mayor Morrison seconded, and the motion was passed by unanimous vote. Because the adoption of the resolution would require a vote, Mayor Venable also requested a motion to suspend the rules to accommodate the vote; Mayor Lynch made the motion and Mayor Shull offered a second, and the motion passed unanimously.

Resolution to Authorize Grant Application to the USDA

Following a brief explanation of the resolution by Mr. Craig, Mayor Hensley motioned to adopt it as presented; Mayor Feierabend seconded the motion, which passed without discussion or dissension.

Approval of Minutes

Mayor Venable requested additions/corrections to the minutes of the August 7, 2019 meeting of the Executive Committee; finding none, he requested a motion to accept the minutes from the meeting as presented. Mayor Evely made the motion, Mayor Taylor seconded, and the motion passed unanimously without discussion.

Presentation of FTDD FY19 Audit Report

Kevin Peters, CPA with Blackburn, Childers & Steagall, PLC, provided a summary of the results of his firm's audit of FTDD financial records from the fiscal year ending June 30, 2019. Peters described one finding resulting from the audit, emphasizing that it was procedural in nature and that a corrective action plan had already been presented and measures implemented to address the issue. He went on to praise the staff of the FTDD for their total cooperation during the audit. At the conclusion of Peter's presentation, Mayor Hensley put forth a motion to accept the FY19 Audit Report, Mayor Shull offered a second, and the motion passed unanimously.

"Making the Region Aviation Ready"

Nikki Morrison, Assistant Director for Grant Development with Northeast State Community College (NESCC) presented information on her institution's efforts create workforce training programs to help make the region ready for aviation industry expansion. Lottie Ryans, FTDD Director of Workforce & Literacy Initiatives, also presented information about Aeroready™ certification.

Update on the FTDD CREVVA Program

Kathy Whitaker, Director, Area Agency on Aging & Disability, and Carolyn Phillips, CREVAA Advocate, presented information regarding the activities and accomplishments of the FTDD Collaborative Response to Elderly and Vulnerable Adult Abuse (CREVVA) Program within the region.

Financial Report

Finance Director Nicole Banks, presented; she reported that the District was in a favorable financial position and requested the committee's approval of the current financial statement. Mayor Hensley motioned to accept the financial report as presented, Mayor Evelyn seconded, and the motion passed unanimously.

Other Business/Adjournment

As a result of a discussion initiated by Mayor Brock regarding the funding needs of the WLI (and other) programs facilitated by the FTDD, the committee decided to establish a budget committee. The budget committee will work with the Executive Director, Finance and other departments to gain a better understanding of the FTDD's budgetary needs and help board members determine how to most effectively educate legislators and advocate for those needs. With their consent, Mayor Venable appointed the following FTDD board members to serve on the budget committee: Susan Reid and Mayors Grandy, Brock, Feierabend, and Morrison, and himself as a member ex-officio.

Finding no other business, Mayor Venable adjourned the meeting at 3:27 p.m.

Mayor Richard Venable, Board Chair