

MINUTES

FIRST TENNESSEE DEVELOPMENT DISTRICT EXECUTIVE COMMITTEE MEETING

January 23, 2019

FTDD Executive Committee Members Present:

Hon. Doris Hensley, Chair	Hon. W.T. Daniels, Treasurer	Hon. Richard Venable, Vice-Chair	Hon. Kevin Morrison
Hon. Thomas Harrison	Hon. Curt Alexander	Hon. Joe Grandy	Hon. Garland Evely
Hon. Rusty Barnett	Hon. Johnny Lynch	Hon. Jenny Brock	

Others Present: Susan Reid, Tom Anderson, Lana Moore, Susan McKinney, Bill Darden, Bridgette Baird, Mike Solomon, Buddy Hawk, Dean Hoskins, James Pond, Kevin Peters, Peggy Hurley, Kimberly Smith

FTDD Staff Present: Chris Craig, Kathy Whitaker, Bill Forrester, Ken Rea, Lottie Ryans, Mark Stevans, Nicole Banks, Connie Robertson, Gray Stothart, Melissa White

Welcome, Invocation and Pledge of Allegiance

A regular meeting of the First Tennessee Development District's (FTDD) Executive Committee was held on Wednesday, January 23rd at the offices of the FTDD. Board Chair Mayor Doris Hensley called the meeting to order at 2:08 p.m. and invited Mayor Taylor to deliver the invocation and lead the assembly in the Pledge of Allegiance. After the pledge, Mayor Hensley explained the need for an addition to the agenda and called for any objections; finding none, she proceeded with the amended agenda.

Approval of Minutes

Mayor Hensley requested additions/corrections to the minutes of the November 14th, 2018 meeting of the Executive Committee; finding none, she asked for a motion to accept the minutes from the meeting as presented. Mayor Lynch made the motion, Mayor Evely seconded, and the motion passed without discussion or dissension.

Presentation of FTDD FY18 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 2018. Peters described two "very common" findings resulting from the audit, emphasizing that neither of them indicated fraud, waste, or abuse. He went on to state that the organization's financial statements were found to be materially correct, and that the preparation of financial statements had improved overall from the prior year. At the conclusion of Peter's presentation, Mayor Morrison motioned to accept the financial report as presented; Mayor Brock seconded, and the motion was unanimously carried.

Governor's Books from Birth Presentation

Governor's Books from Birth Foundation representative Dean Hoskins presented information about the foundation, which partners with communities across the state to provide books to children aged 0-5 years.

2020 US Census Update

Kimberly Smith and Peggy Hurley presented information about the 2020 Census, its impact importance. During the discussion that followed, Ms. Smith agreed to provide a sample resolution and budget to help elected officials plan for the process. FTDD staff will collect the information and distribute it to FTDD board members and other interested parties as soon as it becomes available.

Consideration of FTDD Purchasing Policy Revision

Chris Craig explained the need to make changes to the FTDD's internal Purchasing Policy and procedure and requested the committee's approval to do so. Mayor Lynch motioned to allow the changes and Mayor Harrison seconded the motion, which was unanimously carried.

Consideration of New CREVAA Position FTAAAD

Chris Craig outlined an opportunity for organization to add a part-time Collaborative Response to Elder and Vulnerable Adult Abuse (CREVAA) Assistant to the First Tennessee Area Agency on Aging and Disability staff and requested the Committee's approval to take advantage of it. He discussed the benefits of adding the position and explained that 80% of the cost of doing so would be funded by the Tennessee Commission on Aging & Disability (TCAD). Mayor Daniels motioned to approve the addition of the CREVAA position, and Mayor Harrison provided a second; after a brief discussion, the motion passed by unanimous vote.

Update on NCRC Legislation and Consideration of Resolution

Lottie Ryans, Director of Workforce and Literacy Initiatives, provided an update on the status of legislation regarding the National Career Readiness Certificate (NCRC) and requested the committee's approval of a resolution urging the Tennessee General Assembly to allow students the option to take the NCRC examination in addition to or in lieu of re-taking the required ACT or SAT examination. Mayor Morrison motioned to approve the resolution, and Mayor Brock seconded the motion; the motion passed by unanimous vote. Mayor Brock requested that a copy of the signed resolution be emailed to all elected officials currently serving on the FTDD Board of Directors.

Financial Report

Mayor W.T. Daniels, Board Treasurer, presented on behalf of Director of Finance, Nicole Banks; he reported that the District was in a favorable financial position and requested the committee's approval of the current financial statement. Mayor Lynch motioned to accept the financial report, Mayor Brock seconded, and the motion passed unanimously.

Other Business/Adjournment

Chris Craig made a few general comments and provided information about upcoming events. With no other business presented, Chairwoman Hensley adjourned the meeting at 3:39 pm.

Mayor Doris Hensley, Board Chair

Transcribed by: Melissa White, FTDD