

LOWCOUNTRY COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS MEETING

May 27, 2010

6:30 p.m.

MINUTES

	<u>PRESENT:</u>	<u>ABSENT:</u>
<b>BEAUFORT COUNTY:</b>	Gerald Dawson Bill Ferguson Brian Flewelling Herbert Glaze Bill McBride Joseph McDomick Jerry Stewart	Donnie Beer (Proxy to B. Flewelling) Mary Beth Heyward (Proxy to B. McBride) Jim Outlaw (Proxy to G. Dawson) Lisa Sulka George Williams (Proxy to Chair)
<b>COLLETON COUNTY:</b>	Esther Black Joseph Flowers Vic Nettles Evon Robinson Bill Young	Burley Lyons Gene Whetsel (Proxy to J. Flowers) George White
<b>HAMPTON COUNTY:</b>	Frankie Bennett Charles Boyles Henry Fields Pete Hagood Buddy Phillips	J. L. Goodwin Lloyd Griffith (Proxy to H. Fields)
<b>JASPER COUNTY:</b>	Gary Hodges George Hood Henry Lawton Gwen Smith	Roy Powell
<b>GUESTS:</b>	Sal Arzillo and Sherry Carroll, Hardeeville City Council Members-Elect; Ted Felder, Hardeeville City Manager; Fred Hamilton, Bluffton Town Council; Celia Price, guest of Esther Black; Paul Sommerville, Beaufort County Council Member	
<b>STAFF:</b>	Chris Bickley, Barbara Johnson, Michelle Knight, Ginnie Kozak, Sherry Smith, Carol Stonebraker, Marvile Thompson	

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Chairman Hood called the May 27, 2010 Lowcountry Council of Governments regular board meeting to order at 6:30 p.m. and led the Pledge of Allegiance. Evon Robinson gave the invocation. New members Varnville Mayor Henry Fields, Jr. and Hampton Town Council Member Charles Boyles were welcomed to the board. Introduction of guests and staff followed. Minutes of the April 22, 2010 meeting were unanimously approved on motion by Henry Lawton with a second from Joe McDomick. Proxies presented by the Executive Director included Donnie Beer to Brian Flewelling, Mary Beth Heyward to Bill McBride, Jim Outlaw to Gerald Dawson, George Williams to Chairman Hood, Gene Whetsel to Joe Flowers and Lloyd Griffith to Henry Fields. Bill Young left the meeting early and gave his proxy on remaining items to Vic Nettles. All were general proxies. Sherry Carroll represented the City of Hardeeville and Fred Hamilton represented Lisa Sulka. The meeting proceeded after determining a quorum was present.

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Chairman Hood recognized Affordable Housing Manager Barbara Johnson for a presentation of projects to be funded by the Lowcountry Regional HOME Consortium (HOME). Barbara reviewed program activities and criteria to qualify for the program. The board viewed photographs from throughout the region of before-and-after rehabilitated owner-occupied units, homes purchased utilizing HOME down-payment assistance, and new housing built or under construction by regional non-profit organizations using partial funding from HOME. Also included were photographs of elderly transportable units that had been constructed to provide very livable small housing units to meet elderly clients' lifetime needs. The units can be moved and reassigned to others. Several board members commented that they liked seeing the actual results of these funds. No board action was needed.

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There were no items of Old Business on the Agenda. Chairman Hood addressed New Business and recognized Sherry Smith to review FY09/10 Agency Budget Revisions. Summaries were in meeting packets. Sherry said the Executive Committee met prior to the meeting to review revisions and recommended approval. The revised budget total of \$8.1M included a \$615K increase over the original budget approved last year. The major increase was additional funding from the state for the Workforce/WIA program. A replacement staff vehicle was added to the budget. Following discussion, Joe Flowers moved to approve the budget revisions as presented, and Vic Nettles seconded the motion. The motion carried with all in favor.

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The Chairman recognized Marvile Thompson to present the Lowcountry Area Agency on Aging (AAA) FY10/11 Budget. Draft summaries were mailed to board members prior to the meeting and copies were in meeting packets. Marvile said the Aging Advisory Committee met the previous week and recommended approval. State did not require an overall update to the Aging Plan for FY10/11. She reviewed AAA contracted and in-house services and said the COG would assume additional responsibility as the regional disability resource coordination center. Staff training for the new service is underway. Sherry Smith reviewed budget details. The major decrease was due to non-recurring ARRA funds that were included in the FY09/10 budget. Joe Flowers moved to approve the AAA FY10/11 budget as presented, and following a second by Frankie Bennett the motion carried with all in favor.

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Chairman Hood appointed a Nominating Committee to present a slate of FY10/11 officers at the June meeting. It included Bill McBride from Beaufort County serving as Chairman and Vic Nettles, Pete Hagood and Gary Hodges representing Colleton, Hampton and Jasper Counties respectively.

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Sherry Smith was recognized for the April Finance Report. Copies were in meeting packets. Sherry said the numbers were posted against the original budget and would be adjusted for revisions approved earlier in the meeting. She reported a strong cash balance and said accounts receivable were down but reflected the new norm of a longer reimbursement cycle from state. Henry Lawton moved to accept the report as information, and following a second from Pete Hagood, the motion carried with all in favor.

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Michelle Knight was recognized for the Community and Economic Development Report. Michelle submitted the report as written and commented on recent activity. She said the clarification process on recent grant applications is complete and that state has begun conducting project reviews and site inspections. Official notices of approval are expected late June or early July. Michelle recommended

that municipalities not having a procurement ordinance with written procedures addressing women and minority business participation may want to enact one soon, as that had become a point of concern by SCDOC during recent programmatic monitoring. She expects that may become a requirement. Pete Hagood moved to accept the report as information. The motion was unanimously approved following a second by Henry Lawton.

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Chris Bickley was recognized for the Director's Report. He submitted the report as written and commented on selected items. The Executive Committee agreed to meet June 16 at 4:00 p.m. to work on the FY10/11 budget.

Chris reviewed details and requested approval to provide office space and administrative and accounting services to the Lowcountry Small Business Hub currently housed at TCL. Following discussion, Joe Flowers made a motion to approve the request. The Hub office at United Way in Jasper County will remain open. Henry Lawton seconded the motion and it carried with all in favor.

Chris reviewed information about changes resulting from merging the South Carolina Department of Commerce and former Employment Security Commission into the new Department of Employment and Workforce (DEW). The Lowcountry Workforce Investment Board (LWIB) has designated the COG to be the regional One-Stop operator with the objective of providing better services to employers and workers while achieving greater efficiencies. Many details must be worked out over the next three or four months and are subject to final negotiations. Chris requested authorization to proceed. Brian Flewelling made a motion to authorize the Executive Director to proceed and keep the board informed. Joe Flowers seconded the motion. Considerable discussion followed during which Chris said it would allow time for staff to understand the scope of work required and develop plans to provide the services, but was not a request for final approval, which would come later before the board for consideration. The motion carried with all in favor.

Chris reported that regional unemployment rates were somewhat better again in May.

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Chairman Hood called for a motion to go into Executive Session to discuss a personnel item. A motion to enter Executive Session was made by Pete Hagood, seconded by Henry Lawton, and approved with all in favor. Afterwards the meeting returned to Open Session, and Chairman Hood reviewed the Executive Director's annual performance evaluation. Appraisal forms were mailed to board members prior to the meeting. The Executive Committee met prior to the meeting to develop recommendations. The LCOG Board of Directors gave Chris Bickley a performance evaluation of totaling 134 points in the Exceptional range – meets or exceeds high expectations. Chris thanked the board for its confidence in him.

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There were no comments during Council Time, and with no additional business to address, and on motion duly made, seconded and approved, the Chairman adjourned the meeting at 7:39 p.m. Copies of the agenda were distributed prior to the meeting. A notice of the meeting was posted on the LCOG bulletin board at least twenty-four hours prior to the meeting.

Respectfully submitted,

L. Chriswell Bickley, Jr.  
Executive Director

Attachments