

EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.

Policy Council of the Board
Via Zoom Conference Meeting, Knoxville, Tennessee
July 28, 2020

The Policy Council of the East Tennessee Human Resource Agency Board of Directors held their regular Policy Council Meeting on July 28, 2020, at the ETHRA Administrative Office in Knoxville, Tennessee, via Zoom® Conferencing Meeting. The following Policy Council members were present:

Trey Dykes, Chair	Cocke County
Mark Potts, Vice-Chair	Jefferson County
Joe Brooks, Secretary	Claiborne County
Jeff Tibbals, Treasurer	Scott County
Terry Frank	Anderson County
Tammy Yarbrough-Pirie	Blount County
Anna Beth Walker	Claiborne County
Crystal Ottinger	Cocke County
Lynn Ramsey	Cocke County
Jerri Etta Bishop	Grainger County
Bill Brittain	Hamblen County
Jane Jolley	Knox County
Winnie Wilson	Knox County
Brian Langley	Morgan County
Jack Qualls	Loudon County
Ron Woody	Roane County
Jerry Johnson	Roane County
Ron Keeton	Scott County
Jane Howes	Sevier County
Blaina Tallent Best	Monroe County
Greg Leach	Campbell County
Senator Richard Briggs	

Governing Board Members attending:

Glen Jacobs	Knox County
Leann Sutton	Jefferson County

CALL TO ORDER

The meeting was called to order by the Chair, Trey Dykes.

POLICY COUNCIL NOMINATIONS

Nominations: Trey Dykes, Chair, directed all board members to their list of the 2020-2021 nominations for Provider Representatives and Consumer Representatives submitted to ETHRA. He asked if there were any changes or edits; there being none, Chair Dykes asked for a motion to approve the 2020-2021 Policy Council Nominations.

MOTION: TO APPROVE THE 2020-2021 NOMINATIONS FOR PROVIDER REPRESENTATIVE AND CONSUMER REPRESENTATIVE AS PRESENTED.

MOTION WAS THEN MADE BY RON WOODY AND SECONDED BY CRYSTAL OTTINGER. THE MOTION PASSED.

MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting were mailed and e-mailed to members as part of the agenda package.

MOTION: TO APPROVE THE MINUTES AS WRITTEN. MOTION WAS THEN MADE BY JOE BROOKS AND SECONDED BY TERRY FRANK. THE MOTION PASSED.

FINANCIAL REPORT

Mayor Jeff Tibbals reviewed the financial report for the period ending JULY - MAY FY 2020. Mayor Tibbals asked if there were any questions regarding the financial report. There were no questions.

MOTION: TO ACCEPT ETHRA'S FINANCIAL REPORT FOR THE PERIOD ENDING JULY - MAY FY 2020 AS PRESENTED. MOTION WAS MADE BY BRIAN LANGELY AND SECONDED BY RON WOODY. THE MOTION PASSED.

EXECUTIVE DIRECTOR'S REPORT

Gary Holiway, Executive Director, reported on the CARES ACT Funding. With the extra funding provided, several programs have been able to hire extra staff, make much needed purchases, serve additional clients and implement additional services to the elderly during COVID-19 as well as assist families with their energy costs.

Mr. Holiway informed the board that ETHRA continues to conduct daily cleaning, multiple deep cleanings during the week as recommended by the CDC as well as communicating with the cleaning service for the building to conduct extra Clorox 360 cleanings at night. Mr. Holiway noted that a few ETHRA employees had tested positive for COVID; however, ETHRA and all programs within ETHRA were following protocol as recommended by the State Health Department and the CDC.

Mr. Holiway gave explanation on the ETHRA conversion of sick days to retirement account. Each year, he reports on the level, which for the last 3 years has been at 50%. Mr. Holiway request to approve 50% again for this year.

MOTION: TO APPROVE THE CONVERSION OF SICK DAYS TO RETIREMENT ACCOUNT AT A VALUE OF 50% AS PRESENTED. MOTION WAS MADE BY RON WOODY AND SECONDED BY BRIAN LANGLEY. THE MOTION PASSED.

Gary Holiway requested approval from the board to purchase his bond at a cost of \$3351.00 for a value of \$957,312.00. He made note that this bond had been renewed each year; however, if the State indicated that a bond was not warranted, he would rescind the bond at a later time.

MOTION: TO APPROVE RENEWEAL AND PURCHASE OF GARY HOLIWAY'S BOND AS PRESENTED. MOTION WAS MADE BY TERRY FRANK AND SECONDED BY CRYSTAL OTTINGER. THE MOTION PASSED.

OTHER BUSINESS


Mr. Holiway presented and requested to apply for the annual Safety Partners Matching Grant on behalf of Brent Gagley, Transportation. He explained this is a matching grant and the funds would be used to purchase safety vests for the transportation program.

MOTION: TO APPROVE TO APPLY FOR SAFETY PARTNERS MATCHING GRANT AS PRESENTED. MOTION WAS MADE BY GREG LEACH AND SECONDED BY RON WOODY. THE MOTION PASSED.

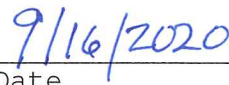
Mr. Holiway reminded the board of filling out and submitting the Conflict of Interest Forms at their earliest convenience. He also asked for help in obtaining the forms from all city mayors and other governing board members.

ADJOURNMENT

There being no further business, the meeting was adjourned on a motion made Brian Langley, and seconded by Mark Potts.



Signature



Date