

Board Meeting
ETHRA Executive Office
9111 Cross Park Drive, Suite D-100
Knoxville, TN 37923
July 11, 2023

The Board meeting of the East Tennessee Human Resource Agency was held on July 11, 2023, at ETHRA Executive Office, 9111 Cross Park Drive, Suite D-100, Tennessee 37923.

The following Board members were present:

Ron Williams	City of Farragut
Rob Mathis	Cocke County
Brian Langley	Morgan County
Glenn Jacobs	Knox County
Terry Frank	Anderson County
Mike Byrd	Grainger County
Wade Creswell	Roane County
Neal Pucciarelli	City of Cumberland Gap
Mark Potts	Jefferson County
Trey Dykes	City of Newport
Representative Elaine Davis	

PUBLIC COMMENTS

Chair, Ron Williams opened the meeting and asked if there were any public comments. There being none, the meeting was called to order.

CALL TO ORDER

Chair, Ron Williams called the meeting to order.

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. A MOTION WAS MADE BY WADE CRESWELL AND WAS SECONDED BY NEAL PUCCIARELLI TO APPROVE THE MINUTES AS WRITTEN. THE MOTION PASSED.

FINANCIAL REPORT

Treasurer, Rob Mathis, gave the financial report for the period ending MAY FY 2023. Mr. Mathis asked if there were any questions regarding the financial report. There were no questions.

MOTION: TO ACCEPT ETHRA'S FINANCIAL REPORT FOR THE PERIOD MAY FY 2023. MOTION WAS MADE BY TREY DYKES AND SECONDED BY WADE CRESWELL. THE MOTION PASSED.

EXECUTIVE DIRECTOR'S REPORT

Mr. Holiway gave an update on the 414 N. Peters Road building lease. He stated that the contract is currently under review and hopefully would be agreed upon and signed soon.

Mr. Holiway reminded all board members about the Conflict of Interest forms and how each year these needed to be signed.

Mr. Holiway reminded the board members of the upcoming annual HRA Conference to be held in Franklin, Tennessee, August 22-25, 2023, and all were invited to attend.

Mr. Holiway requested approval from the board to be given authority to sign as Executive Director for banking, contracts and to conduct business on behalf of ETHRA.

MOTION: TO ACCEPT THE REQUEST AND APPROVE THAT THE EXECUTIVE DIRECTOR, GARY HOLIWAY, BE GIVEN AUTHORIZATION FOR BANKING, SIGN CONTRACTS AND TO CONDUCT BUSINESS ON BEHALF OF ETHRA AS PRESENTED. MOTION WAS MADE BY TERRY FRANK AND SECONDED BY TREY DYKES. THE MOTION PASSED.

Mr. Holiway then asked Mike Patterson, Transportation Director, to introduce and ask for board approval on the FTA Fleet Maintenance Plan Revision.

Mr. Patterson provided all board members with an updated version of the FTA Fleet Maintenance Plan with revisions of scheduled maintenance and oil changes **every 7,500 miles**. The revision was a manufacturing recommendation and the plan had been edited from June 12, 2018.

MOTION: TO ACCEPT THE FTA FLEET MAINTENANCE PLAN REVISION AS PRESENTED. MOTION WAS MADE BY BRIAN LANGLEY AND SECONDED BY ROB MATHIS. THE MOTION PASSED.

OTHER BUSINESS

Chair, Ron Williams stated that there was other business to recommend to the board and required a vote. The Drug Policy was presented with an amendment to address the legal boundaries for drug testing programs for governmental entities as requested by Public Entity Partners to reflect under the TDFWP as: pre-employment, fitness for duty, reasonable suspicion, post-accident, and follow-up testing. All board members were provided a copy of the recommendation and amended policy.

MOTION: TO ACCEPT THE DRUG POLICY REVISION AS PRESENTED. MOTION WAS MADE BY WADE CRESWELL AND SECONDED BY BRIAN LANGLEY. THE MOTION PASSED.

ADJOURNMENT

A MOTION WAS MADE BY RON WILLIAMS TO ADJOURN. BRIAN LANGLEY SECONDED THE MOTION. THE MOTION PASSED.


Signature


Date