

EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.

Policy Council of the Board  
Via Zoom Conference Meeting, Knoxville, Tennessee  
May 12, 2020

The Policy Council of the East Tennessee Human Resource Agency Board of Directors held their regular Policy Council Meeting on May 12, 2020, at the ETHRA Administrative Office in Knoxville, Tennessee, via Zoom® Conferencing Meeting. The following Policy Council members were present:

|                        |                      |
|------------------------|----------------------|
| Ron Woody, Chair       | Roane County         |
| Trey Dykes, Vice-Chair | Cocke County         |
| Mark Potts, Secretary  | Jefferson County     |
| Joe Brooks, Treasurer  | Claiborne County     |
| Terry Frank            | Anderson County      |
| Tammy Yarbrough-Pirie  | Blount County        |
| E.L. Morton            | Campbell County      |
| Greg Leach             | Campbell County      |
| Anna Beth Walker       | Claiborne County     |
| Crystal Ottinger       | Cocke County         |
| Bill Brittain          | Hamblen County       |
| Jane Jolley            | Knox County          |
| Winnie Wilson          | Knox County          |
| Ronda Davis            | Jefferson County     |
| Buddy Bradshaw         | Loudon County        |
| Jack Qualls            | Loudon County        |
| Brian Langley          | Morgan County        |
| Jerry Johnson          | Roane County         |
| Jeff Tibbals           | Scott County         |
| Larry Waters           | Sevier County        |
| Jane Howes             | Sevier County        |
| Jason Bailey           | Union County         |
| Richard Briggs         | State Senator        |
| Kent Calfee            | State Representative |

The following Policy Council members were not present:

|                   |                 |
|-------------------|-----------------|
| Jerri Etta Bishop | Grainger County |
| Stacy Chambers    | Monroe County   |
| Sharon Heidel     | Morgan County   |
| Lynn Ramsey       | Cocke County    |
| Tom Byrge         | Anderson County |
| Richard Kirkland  | Monroe County   |
| Tom Taylor        | Blount County   |
| Marty Smith       | Union County    |

Other attendees:

|              |                  |
|--------------|------------------|
| Mike Byrd    | Grainger County  |
| Glenn Jacobs | Knox County      |
| Mitch Ingram | Monroe County    |
| Leann Sutton | Jefferson County |

CALL TO ORDER

The meeting was called to order by the Chair, Ron Woody.

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 BRIAN LANGLEY AND SECONDED BY E.L. MORTON. THE MOTION PASSED.

FINANCIAL REPORT

Mayor Joe Brooks reviewed the financial report for the period ending JULY - MARCH FY 2020. Mayor Brooks asked if there were any questions regarding the financial report. There were no questions.

MOTION: TO APPROVE ETHRA'S FINANCIAL REPORT FOR THE PERIOD ENDING JULY - MARCH FY 2020 AS PRESENTED. MOTION WAS MADE BY MARK POTTS AND SECONDED BY TREY DYKES. THE MOTION PASSED.

EXECUTIVE DIRECTOR'S REPORT

Gary Holiway, Executive Director, asked that the agenda item of Policy Council Nomination for Blount County, Ms. Tammy Yarbrough Pirie, be voted on so as Ms. Pirie could vote on any motions during the May 12, 2020, meeting.

MOTION: TO APPROVE POLICY COUNCIL NOMINATION OF MS. TAMMY YARBROUGH PIRIE FOR BLOUNT COUNTY, CONSUMER REPRESENTATIVE AS PRESENTED. MOTION WAS MADE BY JOE BROOKS AND SECONDED BY CRYSTAL OTTINGER. THE MOTION PASSED.

Gary Holiway introduced Steve Bandy, HUD Program Director. Mr. Bandy presented the ETHRA HUD Annual Plan. Mr. Bandy noted this plan would be a 5-year plan. Upon completion, he asked if there were any questions, there were no comments or questions.

MOTION: TO APPROVE ETHRA'S HUD ANNUAL PLAN AS PRESENTED. MOTION WAS MADE BY BRIAN LANGLEY AND SECONDED BY E.L. MORTON. THE MOTION PASSED.

Mr. Holiway introduced Linda Brooks, Program Manager for Community Corrections. Ms. Brooks gave a presentation and asked for approval by the board for the RFGP #32952-13003, Community Corrections and Substance Abuse Treatment Services grant application.

MOTION: TO APPROVE THE RFGP #32952-13003, COMMUNITY CORRECTIONS AND SUBSTANCE ABUSE TREATMENT SERVICES GRANT APPLICATION AS PRESENTED. MOTION WAS MADE BY JOE BROOKS AND SECONDED BY MARK POTTS. THE MOTION PASSED.

Mr. Holiway then introduced Kathy Hicks, LiHEAP Coordinator. Ms. Hicks made a request to the Policy Council for approval in appropriations. She requested to move funds from counties that had remaining funds to counties served that were out of funds to serve those still on a wait list. Ms. Hicks noted that \$50,000 was remaining in Anderson and Campbell Counties and the request was being made to move the \$50,000 to Morgan, Scott, Claiborne and Union Counties.

MOTION: TO APPROVE THE REMAINING FUNDS OF \$50,000 FROM ANDERSON AND CAMPBELL COUNTIES TO MORGAN, SCOTT, CLAIBORNE AND UNION COUNTIES. MOTION WAS MADE BY E. L. MORTON AND SECONDED BY TREY DYKES. THE MOTION PASSED.

Mr. Holiway then gave a report on ETHRA COVID-19 updates. Mr. Holiway stated that Teledoc was being utilized during the pandemic along with CDC guidelines of social distancing, use of hand sanitizer, masks, using zoom meetings and other suggested safe practices and that to date, ETHRA has had no positive results or cases of COVID-19. Mr. Holiway also noted that ETHRA was continuing to screen visitors, making telephone visits and assessments, cleaning daily, and has ordered the point-and-take thermometers. Additionally, other ETHRA programs were continuing to follow the recommended guidelines for their respective programs; however, ETHRA Administrative personnel were continuing business in-office each day. He also reported that Transportation had obtained a waiver to deliver meals and had incorporated 2 (two) teams, A and B, for staggered shifts and on-call personnel for business continuance while keeping safe practices at the forefront for both staff and clients.

Mr. Holiway then asked for approval to continue with Ms. Beth Evers' bond. The bond, at a cost of \$3,153.00, would cover a total of \$957,312.00.

MOTION: TO APPROVE THE BOND FOR BETH EVERS AS PRESENTED. MOTION WAS MADE BY MARK POTTS AND SECONDED BY BRIAN LANGLEY. THE MOTION PASSED.

#### OTHER BUSINESS

Mr. Woody asked if there was any other business.

#### ADJOURNMENT

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

  
\_\_\_\_\_  
Signature

6/12/2020  
\_\_\_\_\_  
Date