

MINUTES

Regional Intergovernmental Council Quarterly Meeting June 8, 2017; 12:00 P. M. South Charleston Library

The Regional Intergovernmental Council met on June 8, 2017 at the South Charleston Library in South Charleston. Chairman Linkinogger declared a quorum per registration.

I. Guest Speaker

Chairman Linkinogger exercised his privilege as chair to change the order of the agenda and moved the presentation by the guest speaker to the first item.

Chairman Linkinogger introduced the guest speaker, Janet Spry, Partnership Specialist with the United States Census Bureau. Ms. Spry spoke to the attendees at the meeting about the importance of the Local Update of Census Addresses (LUCA) and the Complete Count Committee. Ms. Spry explained how the LUCA program gives jurisdictions the only opportunity to review the Census Bureau's confidential address list to compare with their own address list to help ensure the most accurate decennial census possible. Ms. Spry also spoke about the Complete Count Committee, a volunteer committee that can be established by either the mayor or county commission and charged with developing and implementing a plan to educate and motivate residents to respond to the 2020 Census.

II. Call to Order

Chairman Linkinogger called the meeting to order, followed by the Pledge of Allegiance.

III. Pledge of Allegiance

IV. Executive Director's Report

Colt Sandoro announced that RIC:

- Completed the FY 2017 CEDS Update
- Will be submitting four Small Cities Block Grant (SCBG) Applications
- Completed the Regional Hazard Mitigation Plan, which has been accepted by FEMA
- Completed the FY 2018 Unified Planning Work Program (UPWP)
- Kara Greathouse was promoted to Planning Director
- Summer Intern, Lance Hudnall with the Governor's Internship Program

Other On-Going RIC Activities:

- Three new community development projects going to construction this summer.

- Completed the Public Participation portion of the Long Range Plan (LRP), staff will continue to work on the LRP through the fall

V. Approval of Minutes

Chairman Linkinoggor presented the March 9, 2017 Meeting Minutes for approval.

A MOTION WAS MADE BY LEE ROBERTS TO APPROVE THE MINUTES AS MAILED. THE MOTION WAS SECONDED BY DENNIS STRAWN AND WAS CARRIED.

VI. Treasurer's Report

A. Financial Report

Amy Talbert, Deputy Executive Director, presented the Financial Status Report as of April 30, 2017.

A MOTION WAS MADE BY LEE ROBERTS TO APPROVE THE FINANCIAL STATUS REPORT. THE MOTION WAS SECONDED BY TERRY GREENLEE AND WAS CARRIED.

B. FY 2017 Budget Amendment

Amy Talbert, Deputy Executive Director, presented the FY 2017 Budget Amendment for approval.

A MOTION WAS MADE BY DENNIS STRAWN TO APPROVE THE FY 2017 BUDGET REVISION. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.

VII. Transportation

A. FY 2017 Transportation Planning Budget Amendment

Kara Greathouse, Planning Director, presented the FY 2017 Transportation Planning Budget Amendment for approval.

A MOTION WAS MADE BY LEE ROBERTS TO APPROVE THE FY 2017 TRANSPORTATION PLANNING BUDGET AMENDMENT. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.

B. TIP Amendments

Kara Greathouse, Planning Director, presented the Amendments to the FY 2016-2019 Transportation Improvement Program (TIP) for approval.

A MOTION WAS MADE BY LEE ROBERTS TO APPROVE THE TIP AMENDMENTS. THE MOTION WAS SECONDED BY DENNIS STRAWN AND WAS CARRIED.

C. Final FY 2018 UPWP

Kara Greathouse, Planning Director, presented the Final FY 2018 Unified Planning Work Program (UPWP) for approval.

A MOTION WAS MADE BY TERRY GREENLEE TO APPROVE THE FINAL FY 2018 UPWP. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.

VIII. FY 2017 CEDS Update and 2018 Project Listing

Terry Martin, Project Coordinator, presented the FY 2017 Comprehensive Economic Development Strategy (CEDS) Update and 2018 Project Listing for approval.

A MOTION WAS MADE BY DAMRON BRADSHAW TO APPROVE THE FY 2017 CEDS UPDATE AND 2018 PROJECT LISTING. THE MOTION WAS SECONDED BY ANNE CAVALIER AND WAS CARRIED.

IX. FY 2018 Local Contributions

Amy Talbert, Deputy Executive Director, presented the FY 2018 Local Contributions for approval.

A MOTION WAS MADE BY LEE ROBERTS TO APPROVE THE FY 2018 LOCAL CONTRIBUTIONS. THE MOTION WAS SECONDED BY KRIS MITCHELL AND WAS CARRIED.

X. Personnel Manual Update

Colt Sandoro, Executive Director, presented the Personnel Manual Update for approval. Damron Bradshaw recommended that an ad hoc committee be appointed so that the members of the staff and the board can work together to complete the Personnel Manual update. Mr. Bradshaw also requested that the former Personnel Manual be made available. The members of the ad hoc committee are listed below:

Damron Bradshaw, Chairman
S.K. Miller
Anne Cavalier
Terry Greenlee

Andy Skidmore
Colt Sandoro
Amy Talbert
Terry Martin

A MOTION WAS MADE BY DAMRON BRADSHAW TO TABLE THE PERSONNEL MANUAL UPDATE AND TO APPOINT AN AD HOC COMMITTEE TO REVIEW AND COMPLETE THE PERSONNEL MANUAL UPDATE. THE MOTION WAS SECONDED BY LEE ROBERTS AND WAS CARRIED.

XI. Legislative Allocation

Colt Sandoro, Executive Director, presented the Draft Resolution for adoption.

A MOTION WAS MADE BY ANNE CAVALIER FOR ADOPTION OF THE DRAFT RESOLUTION. THE MOTION WAS SECONDED BY DAMRON BRADSHAW AND WAS CARRIED.

XII. Staff Report

Glen “Buck” Chestnut, incoming chairman, presented a plaque to Chairman Linkinoggor for recognition for his service and dedication as chairman.

XIII. Adjournment

The meeting adjourned at 12:41 p.m.