

**BOOTHEEL REGIONAL PLANNING
AND
ECONOMIC DEVELOPMENT COMMISSION**

EXECUTIVE COMMITTEE

**Minutes
April 21, 2016**

Chairman Dave Wilkerson called the meeting to order at 1:39 p.m. It was noted that a quorum of the BRPC Executive Committee Board Members was present.

Those in attendance included:

- Dave Wilkerson, Pemiscot County
- Lonnie Thurmond, City of East Prairie
- Bill Hampton, TRC College
- Ron Birmingham, Pemiscot County
- Jim Grebing, City of Kennett
- Darrell Jones, Mississippi County
- David Blalock, Executive Director, BRPC
- Angela Earnheart, Fiscal Officer, BRPC

SCHEDULED PRESENTATION OF FY 2014-2015 AUDIT

Executive Director Blalock noted the FY 2014-2015 Audit is not completed at this time due to added requirements of GASB 68 and the need to include the LAGERS retirement funds in the BRP & EDC income and expense report. The audit will be presented at the June 16, 2016 meeting.

APPROVAL TO APPLY FOR CREDIT/DEBIT CARD

Mr. Blalock next asked for a motion of the Executive Board to allow the BRP & EDC to apply for a company credit/debit card to be used by the BRPC for making hotel reservations for overnight stays and conference registration fees along with online purchase of office supplies. Mr. Blalock noted the card will be kept in the BRPC office at all times.

With a motion by Lonnie Thurmond seconded by Ron Birmingham it was moved to allow Executive Director David Blalock to apply for a company credit/debit card for office use. Motion carried unanimously.

MARCH 2016 FINANCIALS AND MINUTES

The February 2016 and March 2016 financials were presented for review:

The Budget Variance for the month ending February 2016 shows an income deficit to budgeted income of \$22,137.67 and expenses at \$3,876.37 below budgeted expenses to date. The Income Statement for the same time period shows a net profit of \$28,348.94. The checking account has a balance of \$24,445.66 at month end. Respectively, the money market account has a total account balance of \$53,791.83.

The Budget Variance for the month ending March 2016 shows an income deficit to budgeted income of \$22,218.79 and expenses at \$1,173.57 below budgeted expenses to date. The Income Statement for the same time period shows a net profit of \$31,391.21. The checking account has a balance of \$30,371.56 at month end. Respectively, the money market account has a total account balance of \$53,826.09.

NORANDA EMPLOYEE ASSISTANCE PROGRAM

The Bootheel Regional Planning Commission is currently doing intake of Noranda employee bills regarding the Noranda Employee Assistance Program announced by Governor Nixon on March 8, 2016. The administration fee for this program totals \$50,000.00 and the CPA fee subcontracted with the BRPC to write the payments is \$38,500.00 for a total administration budget of \$88,500.00.

The BRPC staff saw 583 people the first week, 194 the second and 99 the third week for a total of 876 people with a benefit of \$557,180.25. The BRPC will continue to assist the Noranda employees with additional intake days in May and June 2016.

Mr. Blalock noted his wife and daughter worked with BRPC employees the first couple of weeks because of the work load and the amount of employees involved after receiving approval from Vice-Chairman Lonnie Thurmond. Mr. Blalock asked for permission to pay Penny Blalock for the 50 hours she worked on the project. With a motion by Bill Hampton seconded by Jim Grebing, it was moved to pay a consultant fee of 50 hours to Mrs. Penny Blalock for her work on the Noranda Employee Assistance Program. Motion carried unanimously.

VILLAGE OF PINHOOK RELOCATION PROJECT

Mr. Joe Lane of the BRPC staff has been working with the Village of Pinhook to find suitable land for the possible relocation of the village and has found 3 or 4 suitable sites to date. Preliminary environmental work will be performed on each location.

Mr. Darrell Jones asked to be kept informed of the developments of this project.

ADMINISTRATION PROJECTS

Executive Director Blalock noted the BRP & EDC has been selected as the administrator for a demolition project with the City of Portageville regarding the SRG Global project in the amount of \$50,000.00. The BRPC has also be pre-selected for administration services for the cities of Hornersville - \$27,500.00, Wilson City - \$17,000.00 and Clarkton - \$27,500.00 and we are also currently working with the cities of Arbyrd, Holcomb and Puxico on possible future projects.

BUSINESS INCUBATOR BUILDING

Executive Director David Blalock noted the current resident of the BRP & EDC's rental building will be moving out and negotiations have begun with another tenant to occupy the building. The prospective tenant asked about the possibility of trading rent dollars for upgrades to the building including renovations to the front of the building and the removal of the fence around the property.

With some discussion, it was agreed an estimate of the total cost of the renovations would be needed to proceed with any agreement on the reduction of the monthly rent.

DENVER EDA CONFERENCE

The Economic Development Administration will hold their annual conference in Denver, CO on July 31 – August 3, 2016 for our region. Executive Director Blalock noted with the approval of the Executive Board he would be sending Christy Fortner, Economic Development Director, to attend the conference. The Executive Board was in agreement.

ELECTION OF OFFICERS

Mr. Blalock noted the semi-annual election of officers for the BRPC will be June 2016. It was also noted the Nomination Committee would need to present a slate of officers for the June 2016 meeting and a sample ballot was included for reference.

Mr. Bill Hampton announced he would be stepping down from his position as Treasurer of the Executive Board at the end of June 2016.

NEXT MEETING

The next meeting will be June 16, 2016.

GUEST SPEAKER- DEANA DOTHAGE, MOBILITY COORDINATOR WITH MO RIDES

Mr. Blalock announced the guest speakers for today's meeting will be Ms. Deana Dothage, Mobility Coordinator with MO Rides.

With there being no further business, the meeting adjourned at 2:05 p.m.

**BOOTHEEL REGIONAL PLANNING
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FULL COMMISSION

**Minutes
April 21, 2016**

GUEST SPEAKER- DEANA DOTHAGE, MOBILITY COORDINATOR WITH MO RIDES

Executive Director David Blalock introduced Ms. Deana Dothage, Mobility Coordinator with MO Rides. Ms. Dothage began by explaining the MO Rides concept and stated the Eastern Missouri Transportation Coordinating Council was formed around 2010 – 2011 with the vision of helping people in the region get where they need to go. The goal was more people will get rides and more people will get jobs. The MO Rides program was funded through FTA funding and administered by the Missouri Department of Transportation.

Ms. Dothage explained the MO Rides program is currently developing a volunteer driver program with a possible mileage reimbursement.

CONSENT AGENDA

Mr. David Blalock called the meeting to order at 2:43 p.m. It was noted that a quorum of the BRP & EDC members was present.

David Blalock asked for a motion to approve the February and March 2016 financials. With a motion by Marilyn Fiddler seconded by Dave Wilkerson, it was moved to approve the February and March 2016 financials. Motion carried unanimously.

David Blalock next asked for a motion to approve the February 2016 minutes. With a motion by Marilyn Fiddler seconded by Dave Wilkerson, it was moved to approve the February 2016 minutes. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Mr. Blalock noted the Bootheel Regional Planning Commission is currently doing intake of Noranda employee bills regarding the Noranda Employee Assistance Program announced by Governor Nixon on March 8, 2016. The BRPC staff saw 583 people the first week, 194 the second and 99 the third week for a total of 876 people. The BRPC will continue to assist the Noranda employees with additional intake days in May and June 2016. It was noted each dislocated employee will receive a maximum total of \$1,250.00 to help with mortgage, utility, auto payments and medical insurance premiums over a three month period.

ELECTION OF OFFICERS AND ANNUAL BUDGET

Mr. Blalock noted the semi-annual election of officers for the BRPC will be June 2016. It was also noted the Nomination Committee would need to present a slate of officers for the June 2016 meeting and a sample ballot was included for reference. Also, the BRP & EDC FY 2016-2017 Annual Budget will be presented for review and approval at the June 2016 meeting.

NEXT MEETING JUNE 16, 2016

Executive Director Blalock noted the next regular meeting will be held on June 16, 2016. The guest speaker will be Deloris Rose who will be speaking on shared work force.

With there being no further business, with a motion by Marilyn Fiddler seconded by Dovie Sebourn, the meeting was adjourned at 3:01 p.m.

David Wilkerson, Chairman

Date