

**BOOTHEEL REGIONAL PLANNING  
AND  
ECONOMIC DEVELOPMENT COMMISSION**

**EXECUTIVE COMMITTEE**

**Minutes**

**June 16, 2016**

Executive Director David Blalock called the meeting to order at 1:31 p.m. in the absence of Chairman Dave Wilkerson who arrived thereafter. 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
- Jim Grebing, City of Kennett
- Darrell Jones, Mississippi County
- Donnie Kiefer, Scott County
- Jessie Newson, City of Howardville
- Ron Eskew, City of Scott City
- David Blalock, Executive Director, BRPC
- Angela Earnheart, Fiscal Officer, BRPC
- Dwayne Clark, CPA

**PRESENTATION OF FY 2014-2015 AUDIT - DWAYNE CLARK**

Executive Director David Blalock introduced Mr. Dwayne Clark of Dwayne Clark, P.C. Mr. Clark presented the Bootheel Regional Planning and Economic Development Commission's Fiscal Year 2014-2015 audit to the Executive Board. He began by noting the audit is being presented later than usual due to the implementation of GASB 68 and the rules surrounding the implementation of the Governmental Accounting Standards concerning pension plans. The BRP & EDC is a member of Missouri LAGERS and according to GASB 68 the dollar amount of the liability to fully fund the pension will now have to be disclosed on the financial statements.

Mr. Clark noted the net position as of July 1, 2014 has been restated for the implementation of GASB Statement No 68, as amended by GASB Statement No. 71 to (-\$12,927.00) currently. He also noted another change to the financial statements is salary cost will now include a reduction of the pension plan debt and therefore, the BRP & EDC shows a small profit for year end.

Mr. Clark noted that income totaled \$320,998.00 and expenses for the same time frame were almost \$100,000 lower than the previous year at \$308,170.00 with salaries being the largest expense. Mr. Clark noted salary cost is substantially lower than the previous year. The pension liability was reduced by almost \$30,000.00 for this fiscal year. Mr. Clark also noted all records were in good order.

With a motion by Lonnie Thurmond seconded by Jessie Newson, it was moved to accept the FY 2014 – 2015 Audit. Motion carried unanimously.

**BRP & EDC FY 2016-2017 BUDGET APPROVAL**

David Blalock presented the FY 2016-2017 Budget for approval. Mr. Blalock noted the budget does not include any pay increase for staff members at this time. It was also noted the one year anniversary and review for Executive Director Blalock will be coming in the next month. Income has been included in the budget for the tenant who will be renting the incubator building on the property at a rate of \$250.00 per month for the 1<sup>st</sup> year, \$350.00 per month for the 2<sup>nd</sup> year and \$550.00 per month for the 3<sup>rd</sup> year lease. The tenant has requested the fence and footings be removed around the building and a new driveway will be poured off the side street. A bid has been obtained for these repairs and included in the proposed budget.

Also noted was a stipend for reimbursement of personal cell phone use has been included at a rate of \$35.00 per month for Cindy-Lyn White and Christy Fortner. Mr. Blalock noted he does not use his personal phone for business use.

At this time the budget will show a net profit of \$159,452.00 for the FY 2016-2017 fiscal year with projected income to be \$562,922.00 and projected expenses to be \$403,470.00.

With a motion by Lonnie Thurmond seconded by Darrell Jones, it was moved to adopt the FY 2016-2017 budget with an increase to be included for Executive Director David Blalock's salary to \$50,000.00 per year effective July 1, 2016 after discussion and review. Motion carried unanimously.

### **ELECTION OF OFFICERS**

Mr. Blalock presented the Nomination Committee slate of officers for election today including: Chairman – Lonnie Thurmond, Vice-Chairman – Ron Eskew, Secretary – Jim Grebing, Treasurer – Marilyn Fiddler and Assistant Treasurer – Carol Jarrell. The Executive Committee formally accepted the ballot.

### **APPLICATION PROCESS FOR BRPC CREDIT/DEBIT CARD**

Executive Director Blalock noted the BRP & EDC is still in the process of applying for a major credit card for online reservations at this time. Mr. Blalock noted his personal credit information as CEO of the organization is being requested along with the BRPC business credit to obtain approval.

### **APRIL/MAY 2016 FINANCIALS AND APRIL 2016 MINUTES**

The April/May 2016 financials were presented for review:

The Budget Variance for the month ending April 2016 shows an income deficit to budgeted income of \$2,096.70 and expenses at \$23,419.51 above budgeted expenses to date due to expenses on the Noranda project. The Income Statement for the same time period shows a net profit of \$32,746.41. The checking account has a balance of \$29,108.10 at month end. Respectively, the money market account has a total account balance of \$53,858.16.

The Budget Variance for the month ending May 2016 shows an income deficit to budgeted income of \$28,348.48 and expenses at \$28,143.20 over budgeted expenses to date. The Income Statement for the same time period shows a net profit of \$7,597.13. The checking account has a balance of \$11,196.23 at month end. Respectively, the money market account has a total account balance of \$53,893.57.

### **NEXT MEETING**

The next meeting will be August 18, 2016.

**GUEST SPEAKER- DELORES ROSE, SHARED OUTREACH PROGRAM WITH MISSOURI DEPARTMENT OF LABOR**

Mr. Blalock announced the guest speaker for today's meeting will be Ms. Delores Rose, Shared Outreach Program with the Missouri Department of Labor.

With there being no further business, the meeting adjourned at 2:09 p.m.

**BOOTHEEL REGIONAL PLANNING  
AND  
ECONOMIC DEVELOPMENT COMMISSION**

**FULL COMMISSION**

**Minutes  
June 16, 2016**

**GUEST SPEAKER- DELORES ROSE, SHARED OUTREACH PROGRAM WITH THE MISSOURI DEPARTMENT OF LABOR**

Executive Director David Blalock introduced Ms. Delores Rose, Shared Outreach Program with the Missouri Department of Labor. Ms. Rose began by explaining the Missouri Department of Labor Shared Work Program and noted the program is an alternative to laying off employees. She noted the requirements to participate for the employee would be the employee must accept all normal work hours offered by the participating employer for the claim period filed and the employee must be eligible for regular unemployment benefits. Ms. Rose also stated the first eligible week does count as the waiting week and the amount paid from the Shared Work Program will be deducted from the maximum benefit amount or the total benefits an employee is eligible to receive.

To be eligible for the program, an employer must have a normal hour reduction between 20 to 40 percent affecting at least 10 percent of the total employees. It was also noted if fringe benefits are provided, they must also continue and the business must certify their plan every two weeks.

**CONSENT AGENDA**

Mr. David Blalock called the meeting to order at 2:35 p.m. It was noted that a quorum of the BRP & EDC members was present.

David Blalock asked for a motion to approve the April and May 2016 financials. With a motion by Lonnie Thurmond seconded by Dave Wilkerson, it was moved to approve the April and May 2016 financials. Motion carried unanimously.

David Blalock next asked for a motion to approve the April 2016 minutes. With a motion by Dovie Sebourm seconded by Tila Hubrecht, it was moved to approve the April 2016 minutes. Motion carried unanimously.

**ELECTION OF OFFICERS**

In the absence of Chairman Julian Steiner of the BRP & EDC Nominating Committee, Executive Director David Blalock presented the slate of officers including: Chairman – Lonnie Thurmond; Vice-Chairman – Ron Eskew; Secretary – Jim Grebing; Treasurer – Marilyn Fiddler; and Assistant Treasurer – Carol Jarrell. Mr. Blalock opened the floor for nominations. With no other nominations and a motion by Dave Wilkerson

seconded by Darrell Jones, it was moved that nominations cease and nominees are elected by acclamation. Motion approved.

Chairman – Lonnie Thurmond; aye

Vice-Chairman – Ron Eskew; aye

Secretary – Jim Grebing; aye

Treasurer – Marilyn Fiddler; aye

Assistant Treasurer – Carol Jarrell; aye

### **BRP & EDC FY 2016-2017 BUDGET APPROVAL**

David Blalock presented the FY 2016-2017 Budget for approval. At this time the budget will show a net profit of \$159,452.00 with projected income to be \$562,922.00 and projected expenses to be \$403,470.00. It was noted upon recommendation of the Executive Committee, the budget shall be amended to include an increase in salary for Executive Director David Blalock to \$50,000.00 per year effective July 1, 2016.

With a motion by Jim Grebing seconded by Tila Hubrecht, it was moved to adopt the FY 2016-2017 budget. Motion carried unanimously.

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Blalock noted the Noranda Employee Assistance Program will only be going on another five days over the next two weeks. Mr. Blalock stated the staff has seen 675 employees to date of the 859 employees listed at the Noranda site.

It was noted a tourism event entitled “2500 miles of art and culture” to create 100 miles of vacation travel in each regional planning commission district is being spearheaded by Ms. Lois Riggs. The kick off event will be in the Spring of 2017 in our region.

MODOT released a news release yesterday regarding the Missouri Moves Cost Share Program for multi-modal projects. The funding totals approximately \$20 million for multi-modal projects and the deadline will be July 29, 2016.

Mr. Blalock noted any city or county wishing to apply for the Spring CDBG round should start now in developing their project.

Mr. Blalock stated Mr. Willard Adams, BRP & EDC Solid Waste Planner, was not in attendance today and has recently lost his wife of many years.

### **NEXT MEETING AUGUST 18, 2016**

Executive Director Blalock noted the next regular meeting will be held on August 18, 2016.

With there being no further business, with a motion by Lonnie Thurmond seconded by Dave Wilkerson, the meeting was adjourned at 2:51 p.m.

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Lonnie Thurmond, Chairman

Date