

**AGENDA**  
**COOSA COUNTY COMMISSION**  
**January 10, 2017**  
**9:30 AM**

**WELCOME**

**PUBLIC COMMENTS:** Bob Prescott – Led Solution  
Doug Fulmer – Commission 5 Year Plan  
Sharon Haynes – CDBG Grants

**ELECTED OFFICIAL COMMENT-**

**CALL TO ORDER**

**COMMISSION ROLL CALL**

**INVOCATION, PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

**READING OF MINUTES**

**AWARDS AND PRESENTATIONS:**

**CONSENT AGENDA- MOTION AND SECOND TO APPROVE**

- (A) Motion for Chairman, Vice Chairman and Administrator to authorize to issue and sign checks for payment of monthly expenses and payroll.
- (B) Motion to approve changes in employees: job description, salary, work hours or status.

**NEW BUSINESS**

- (1) Approval of Reappointment of Fred O. Ferguson to the Stewartville Water Authority Board Chairman Adams
- (2) Approval of acceptance of
- (3) donation of excess furniture-Judge Dean
- (4) Continuation of Garden in Spring and Fall at the Courthouse- Administrator Graham
- (5) Approval to purchase gun for Security Officer New Hire.-Sheriff Wilson

**OLD BUSINESS**

- (1) Broadband Contract with Advanced Technology Group - Commissioner Unzell Kelley

**STAFF REPORTS**

**Administrator:**

**Engineer**

**Attorney**

**EMA**

**Courthouse Maintenance-**

**Nutrition-**

**Safety Coordinator-**

**DISCUSSION ITEMS BY COMMISSIONER S**

**Adjourn Meeting.**

2811

# Payroll/Status Change Notice

Please Print

Routing ☒ PayrollEffective Date of Change 1/9/2017☒ New Hire☐ Change☐ SeparationEmployee Name McGradyTylerC

Social Security # \_\_\_\_\_

Employee/Payroll # \_\_\_\_\_

Dept. Jail

Address \_\_\_\_\_

Telephone # ( ) \_\_\_\_\_

Date of Birth (for administrative use only) \_\_\_\_/\_\_\_\_/\_\_\_\_

Status: ☒ Full-Time ☐ Part-Time ☐ Full-Time Temporary☐ Part-Time Temporary ☐ Other \_\_\_\_\_Job Title Corrections☐ Exempt☐ Non-Exempt☐ HourlyW-4 Attached? ☐ Yes ☐ No

## Change(s) for Current Employee

Type	From	To	Comments
<input type="checkbox"/> Address Change			
<input type="checkbox"/> Demotion			
<input type="checkbox"/> Department			
<input type="checkbox"/> 401(k)/403(b) Contribution			
<input type="checkbox"/> Insurance Eligibility			
<input type="checkbox"/> Job Title			
<input type="checkbox"/> Change of Insurance			
<input type="checkbox"/> Layoff			
<input type="checkbox"/> Length of Service Increase			
<input type="checkbox"/> Merit Increase			
<input type="checkbox"/> End of Introductory Period			
<input type="checkbox"/> Promotion			
<input type="checkbox"/> Reevaluation of Current Job			
<input type="checkbox"/> Rehire			
<input type="checkbox"/> Resignation			
<input type="checkbox"/> Retirement			
<input checked="" type="checkbox"/> Salary/Wage	<u>11 21 hr.</u>		<u>Will increase after probation 3%</u>
<input type="checkbox"/> Separation			
<input type="checkbox"/> Shift Change			
<input type="checkbox"/> Transfer			
<input type="checkbox"/> Union Scale			
<input type="checkbox"/> Other _____			

## Leave of Absence

Begin Leave \_\_\_\_/\_\_\_\_/\_\_\_\_ Return from Leave \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ Educational☐ Personal☐ Family/Medical Leave (Including Pregnancy)☐ Short-Term Disability☐ Long-Term Disability☐ Other \_\_\_\_\_

## Separation

Separation Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Last Day Worked \_\_\_\_/\_\_\_\_/\_\_\_\_

Last Day Paid \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ Voluntary Separation☐ Involuntary Separation

Notice of COBRA Rights Provided on \_\_\_\_/\_\_\_\_/\_\_\_\_

Election of COBRA ☐ Yes ☐ No

Start Date of Coverage \_\_\_\_/\_\_\_\_/\_\_\_\_

If yes, describe type of coverage elected: \_\_\_\_\_

## Additional Comments

Employee Signature (Optional) \_\_\_\_\_

Name and Title

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Supervisor/Designated Manager Signature \_\_\_\_\_

Name and Title

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Human Resources/Payroll Manager Signature Budget Mahom, Administrator

Name and Title

Date 1/9/2017

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**ATTORNEY**



# Payroll/Status Change Notice

Please Print

☐ Routing ☒ Payroll ☐ Effective 1-9-17  
 Effective Date of Change 1/9/17 ☒ New Hire ☐ Change ☐ Separation  
 Employee Name Shaw Robert E  
 Social Security # \_\_\_\_\_ Employee/Payroll # \_\_\_\_\_ Dept. Security

Address \_\_\_\_\_  
 Telephone # ( ) \_\_\_\_\_  
 Status: ☐ Full-Time ☒ Part-Time ☐ Full-Time Temporary ☐ Part-Time Temporary ☐ Other \_\_\_\_\_  
 Job Title Guard / Courthouse ☐ Exempt ☐ Non-Exempt ☐ Hourly W-4 Attached? ☐ Yes ☐ No

Date of Birth (for administrative use only) \_\_\_\_/\_\_\_\_/\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

## Change(s) for Current Employee

Type	From	To	Comments
<input type="checkbox"/> Address Change			
<input type="checkbox"/> Demotion			
<input type="checkbox"/> Department			
<input type="checkbox"/> 401(k)/403(b) Contribution			
<input type="checkbox"/> Insurance Eligibility			
<input type="checkbox"/> Job Title			
<input type="checkbox"/> Change of Insurance			
<input type="checkbox"/> Layoff			
<input type="checkbox"/> Length of Service Increase			
<input type="checkbox"/> Merit Increase			
<input type="checkbox"/> End of Introductory Period			
<input type="checkbox"/> Promotion			
<input type="checkbox"/> Reevaluation of Current Job			
<input type="checkbox"/> Rehire			
<input type="checkbox"/> Resignation			
<input type="checkbox"/> Retirement			
<input checked="" type="checkbox"/> Salary/Wage	<u>10<sup>20</sup></u>		<u>Top Pay - No Increase After Probationary Time</u>
<input type="checkbox"/> Separation			
<input type="checkbox"/> Shift Change			
<input type="checkbox"/> Transfer			
<input type="checkbox"/> Union Scale			
<input type="checkbox"/> Other			

## Leave of Absence

Begin Leave \_\_\_\_/\_\_\_\_/\_\_\_\_ Return from Leave \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ Educational ☐ Personal ☐ Family/Medical Leave (Including Pregnancy)  
☐ Short-Term Disability ☐ Long-Term Disability ☐ Other \_\_\_\_\_

## Separation

Separation Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Last Day Worked \_\_\_\_/\_\_\_\_/\_\_\_\_ Last Day Paid \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ Voluntary Separation ☐ Involuntary Separation Notice of COBRA Rights Provided on \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Election of COBRA ☐ Yes ☐ No Start Date of Coverage \_\_\_\_/\_\_\_\_/\_\_\_\_

If yes, describe type of coverage elected: \_\_\_\_\_

## Additional Comments

Employee Signature (Optional) \_\_\_\_\_  
 Supervisor/Designated Manager Signature \_\_\_\_\_  
 Human Resources/Payroll Manager Signature Budget Misham, Administrator  
 Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Date 1/9/2017

This product is designed to provide accurate and authoritative information. However, it is not a substitute for legal advice and does not provide legal opinions on any specific facts or services. The information is provided with the understanding that any person or entity involved in creating, producing or distributing this product is not liable for any damages arising out of the use or inability to use this product. You are urged to consult an attorney concerning your particular situation and any specific questions or concerns you may have.  
 Important note: This is approved for use by the purchaser only. This form may not be shared publicly or with third parties.

Bridgette,

Please add to the agenda that the Sheriff's Office has hired Robert Shaw effective 1/9/2017. With this hire there will have to be a purchase of a Glock fire arm and Holster for roughly \$500. This expenditure will be balanced out with the overall budget, so no extra monies will need to be allocated.

Mike Mull  
Captain  
Coosa County Sheriff's Office



**MINUTES****COOSA COUNTY COMMISSION****JANUARY 10, 2017****9:30 A.M.****ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE JANUARY 10, 2017 FOR ITS REGULAR MEETING WITH TODD ADAMS, CHAIRMAN, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, PAUL PERRETT AND UNZELL KELLEY. COMMISSIONER RANDALL DUNHAM WAS NOT IN ATTENDANCE.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

INVOCATION WAS GIVEN BY COMMISSIONER UNZELL KELLEY. THE PLEDGE OF ALLEGIANCE WAS SAID BY ALL IN ATTENDANCE.

**APPROVE AGENDA**

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA KELLY TO APPROVE THE AGENDA. UNANIMOUSLY APPROVED

**READING OF MINUTES**

MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY UNZELL KELLEY OF DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATIONS****CONSENT AGENDA**

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA KELLY TO APPROVE FOR THE CHAIRMAN, VICE CHAIRMAN AND ADMINISTRATOR TO AUTHORIZE TO ISSUE AND SIGN CHECKS FOR PAYMENT OF MONTHLY EXPENSES AND PAYROLL. UNANIMOUSLY APPROVED

MOTION TO APPROVE CHANGES IN EMPLOYEES: JOB DESCRIPTION, SALARY, WORK HOURS, AND STATUS. UNANIMOUSLY APPROVED

**NEW BUSINESS**

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BERTHA KELLY TO APPROVE OF REAPPOINTMENT OF FRED O. FERGUSON TO THE STEWARTVILLE WATER AUTHORITY BOARD CHAIRMAN, EFFECTIVE DATE OF DECEMBER 8, 2016. UNANIMOUSLY APPROVED

STATE OF ALABAMA \*

\*

COUNTY OF COOSA \*

**RESOLUTION****COOSA COUNTY COMMISSION****COOSA COUNTY, ALABAMA**

**NOW THEREFORE, BE IT RESOLVED**, that the Coosa County Commission, hereby approves the (re)appointment of Fred O Ferguson to serve on the Stewartville Water Authority.

**PASSED and APPROVED** this 10<sup>th</sup> day of January, 2017

**ATTEST:**

**COOSA COUNTY COMMISSION**

*Bridget H. Graham*

**BRIDGET H. GRAHAM**, County Administrator

*Todd J. Adams*

**TODD J. ADAMS**, Chairman

MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY TODD ADAMS THE APPROVAL OF  
ACCEPTANCE OF DONATION OF EXCESS FURNITURE APPROVED WITH COMMISSIONER UNZELL KELLEY  
ABASTAINING FROM THE VOTE.

2814

Gmail

More

COMPOSE

Inventory Listing/Filing Cabinets Donated on Wednesday, December 28 Inbox X

Inbox (4)

Starred

Sent Mail

Drafts (42)

4 cent

7 cent

5310 (1)

5311

ABC

ACA

ACAA

More labels

**Bridget Graham** <scosacountyadm@gmail.com>  
to Richard

Judge Dean,

Thank you for providing the listing of items donated on Wednesday, December 28th. Can you also provide details of who donated and circumstances regarding initiation of the donation. This will need to come before the County Commission at next Tuesday's meeting.

Thanks,  
Bridget

**Richard Dean**

to me

Bridget, Very welcome. I dropped off a statement in your office certifying that no commissioner (to cover commissioner U. Kelly since he works for Alabama Power) exerted influence over Alabam the county had/has no obligations for the donation. R. Dean

Bridget

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January 4, 2017

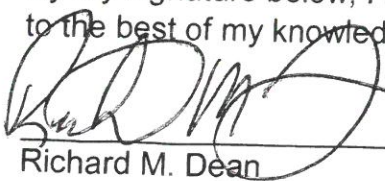
To: Coosa County Commission

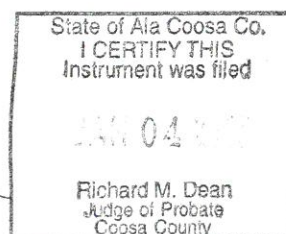
Subj: Alabama Power Company Donation of Excess Furniture

This is to certify that no county commission members or county employees were involved with or had any influence in obtaining the office equipment listed below from the Alabama Power Company. The equipment was excess to the company, and the Alabama Power Company offered the excess equipment at no-charge or other obligation to the probate judge's office. The probate judge, by Alabama Power Company, was authorized to distribute the excess furniture to other county offices or not-for-profit agencies such as, but not limited to, volunteer fire departments. The following equipment was distributed to Coosa County offices as indicated below.

NOMENCLATURE	STYLE	QTY	MFG	LOCATION
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Commission Storage Rm
Lateral File Cabinet	3 drawer, 1 shelf	1	Steelcase	Probate Records Room
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Probate Records Room
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Probate Records Room
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Tag Office
Lateral File Cabinet	1 drawer, 4 shelves	1	Steelcase	Tag Office
File Cabinet	4 drawer, Letter	1	Global	EMA/Registrar's Office
File Cabinet	4 drawer, Letter	1	Office Dimensions	EMA/Registrar's Office
File Cabinet	5 drawer, Letter	2	Steelcase	Probate Office
File Cabinet	4 drawer, Letter	1	Steelcase	Security Center
File Cabinet	5 drawer, Letter	1	Steelcase	Tag Office
File Cabinet	6 drawer, side by side	1	Steelcase	Tag Office
Chairs	Office Waiting Area	5	Unk	Tag Office

By my signature below, I hereby affirm that the information provided is true and correct to the best of my knowledge.

  
 Richard M. Dean  
 Coosa County Judge of Probate



<b>NOMENCLATURE</b>	<b>STYLE</b>	<b>QTY</b>	<b>MFG</b>	<b>LOCATION</b>
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Commission Storage Rm
Lateral File Cabinet	3 drawer, 1 shelf	1	Steelcase	Probate Records Room
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Probate Records Room
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Probate Records Room
Lateral File Cabinet	4 drawer, 1 shelf	1	Steelcase	Tag Office
Lateral File Cabinet	1 drawer, 4 shelves	1	Steelcase	Tag Office
File Cabinet	4 drawer, Letter	1	Global	EMA/Registrars Office
File Cabinet	4 drawer, Letter	1	Office Dimensions	EMA/Registrars Office
File Cabinet	5 drawer, Letter	2	Steelcase	Probate Office
File Cabinet	4 drawer, Letter	1	Steelcase	Security Center
File Cabinet	5 drawer, Letter	1	Steelcase	Tag Office
File Cabinet	6 drawer, side by side	1	Steelcase	Tag Office
Chairs	Office Waiting Area	5		Tag Office

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY PAUL PERRETT TO CONTINUE COMMUNITY GARDEN IN SPRING AND FALL AT THE COURTHOUSE. UNANIMOUSLY APPROVED

## Coosa County Commission Community Fall Garden Plan

**Purpose:** To provide a source of fresh fall vegetables for the community and courthouse staff by establishing a small community garden.

**Proposed Area:** East end of the South side of the Coosa County Courthouse in the present Courtyard area. Proposed size of community garden is approximately 229 inches by 179 inches.

**Time Frame:** Planting of fall vegetables to include a variety of cabbages, lettuces and vegetables on or about the end of August 2016 to late September 2016.

### Materials Required:

15- 25 pound bags of enriched potting soil @ 8.00/bag	\$ 120.00
5- 25 pound bags of Fertilizer (Cow Manure) @ 8.00/bag	40.00
1- Garden Tiller @ \$250 to \$300	300.00
85 plants @ \$3.49 each	296.65
Variety of Seeds (10 packets @ \$2.00 each)	20.00
2 garden hoes @ 19.99 each	39.98

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA KELLY THE APPROVAL TO PURCHASE GUN FOR SECURITY OFFICER NEW HIRE, USING FUNDS FROM SECURITY BUDGET. UNANIMOUSLY APPROVED

### OLD BUSINESS

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA KELLY TO TABLE THE BROADBAND CONTRACT WITH ADVANCED TECHNOLOGY GROUP. UNANIMOUSLY APPROVED

### RECESS UNTIL JANUARY 31<sup>ST</sup> 2017 FOR WORK SESSION

MINUTES APPROVED THIS 14<sup>th</sup> DAY OF February, 2017.

Todd J. Adams  
CHAIRMAN, TODD ADAMS

Bertha Kelly  
VICE CHAIRMAN, BERTHA KELLY

Unzell Kelley  
UNZELL KELLEY  
Paul Perrett  
PAUL PERRETT

Randall Dunham  
RANDALL DUNHAM



**NO AGENDA FOR  
JANUARY 31, 2017**

## MINUTES

## COOSA COUNTY COMMISSION

JANUARY 31, 2017

10:00 A.M.

## ELECTED OFFICIAL COMMENT

## CALL TO ORDER

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE JANUARY 31, 2017 FROM THE LAST MEETING ON JANUARY 10 FROM THE RECESS MEETING WITH TODD ADAMS, CHAIRMAN, PRESIDING.

## COMMISSION ROLL CALL

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, UNZELL KELLEY AND RANDALL DUNHAM, COMMISSIONER PAUL PERRETT WAS NOT IN ATTENDANCE.

## DISCUSSION

BROADBAND CONTRACT

## AGENDA

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY BERTHA KELLY TO ADD TO THE AGENDA THE APPROVAL OF QUEEN ROAD IN GOODWATER FOR WORK TO BE PERFORMED BY THE HWY DEPARTMENT. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER TODD ADAMS AND SECONDED BY BERTHA KELLY TO GIVE THE HWY DEPARTMENT PERMISSION TO PROVIDE ALL MATERIALS, EQUIPMENT TO RESURFACE THE QUEEN STREET IN GOODWATER. THE CITY OF GOODWATER TO REIMBURSE COUNTY FOR COST ITEM ACCRUED. TIMELY OF THE WORK TO BE COMPLETED AT THE DISCRETION OF TAD EASON. UNANIMOUSLY APPROVED

MOTION BY COMMISSION RANDALL DUNHAM AND SECONDED BY BERTHA KELLY TO APPROVE THE WORK TO BE DONE ON THE QUEEN STREET IN GOODWATER. UNANIMOUSLY APPROVED

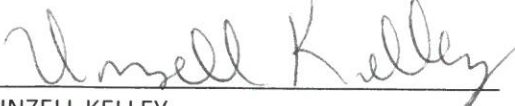
## MOTION TO ADJOURN

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY BERTHA KELLY TO BE ADJOURN. UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 14th DAY OF February, 2017.

  
CHAIRMAN, TODD ADAMS

  
VICE CHAIRMAN, BERTHA KELLY

  
UNZELL KELLEY

  
RANDALL DUNHAM

  
PAUL PERRETT

**AGENDA**  
**COOSA COUNTY COMMISSION**  
**February 14, 2017**  
**9:30 AM**

**WELCOME**

**PUBLIC COMMENTS:** Tom Lamberth, CEO Russell Lands  
David Crunkleton of Legal Shield (Employee Benefits)  
County Citizen discussing Trash on Highways  
Bob Prescott of LED Solutions – Proposal for Lighting Updates  
Brenda Tuck of Central Alabama Works – In-kind Contribution  
Jeff Hayes, Incoming President – Alabama Hiking Society

**ELECTED OFFICIAL COMMENT-**

**CALL TO ORDER**

**COMMISSION ROLL CALL**

**INVOCATION, PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

**READING OF MINUTES**

**AWARDS AND PRESENTATIONS:**

**CONSENT AGENDA- MOTION AND SECOND TO APPROVE**

- (A) Motion for Chairman, Vice Chairman and Administrator to authorize to issue and sign checks for payment of monthly expenses and payroll.
- (B) Motion to approve changes in employees: job description, salary, work hours or status.

**NEW BUSINESS**

- (1) Approval of Sheriff/Jail Budget Amendments– Sheriff Wilson
- (2) Approval of Rockford Senior Center Budget Amendments – Administrator Graham/Center Mgr. Oden
- (3) Salvage and Reassignment of Inventory in Probate Office-Judge Dean
- (4) Approval to use Capital Improvement Funds not to exceed \$1500 to Replace Carpet in Tag Office Public Area – Chairman Adams
- (5) Resolution indicating support of proposed ATRIP 2 Bond Issue – Chairman Adams
- (6) Resolution supporting participation in the 2017 “Don’t Drop it On Alabama” Spring Clean-up-Chairman Adams



- (7) Resolution to continue participation in the ACCA Liability Self Insurance Fund through December 31, 2017 and to extend participation through December 31, 2020-Administrator Graham
- (8) Appointment of Gene Ham to fill Mr. George Neighbors term through March 1, 2019 on the Stewartville Water Board.
- (9) Appointment to reappoint Thomas Barnett to the Fayetteville Water Authority effective March 1, 2017-Chairman Adams

**OLD BUSINESS**

- (1) Approval of Broadband Letter of Intent with Advanced Technology Group - Commissioner Unzell Kelley

**AGENDA, PAGE 2****STAFF REPORTS****Administrator:****Engineer****Attorney****EMA****Courthouse Maintenance-****Nutrition-****Safety Coordinator-****DISCUSSION ITEMS BY COMMISSIONER s****Adjourn Meeting.**



# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • 256-377-2690

Email: [office@coosaso.com](mailto:office@coosaso.com) • Website: [coosacountyso.org](http://coosacountyso.org)



## MEMO

To: Coosa County Commission  
From: Coosa County Sheriff's Office  
Date: January 27, 2017  
RE: Michael Daniel McCook – New Hire - Correction Officer/Dispatcher

### MESSAGE:

Michael D. McCook is employed by the Coosa County Sheriff's Office as a Correctional Officer/Dispatcher. His date of hire will be Monday, January 30, 2017. McCook's rate of pay is \$11.27 per hour. On completion of his six (6) month probationary period, he *will* receive an increase in pay.

This memorandum for record will remain in effect until further notice.

A handwritten signature in cursive script that reads "Terry Wilson".

Terry Wilson, Sheriff

**MINUTES****COOSA COUNTY COMMISSION****FEBRUARY 14, 2017****9:30 A.M.****ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE ON FEBRUARY 14, 2017 FOR ITS REGULAR MEETING WITH BERTHA KELLY, VICE- CHAIRMAN, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF VICE CHAIRMAN BERTHA KELLY, PAUL PERRETT, UNZELL KELLEY, AND RANDALL DUNHAM. CHAIRMAN TODD ADAMS WAS NOT IN ATTENDANCE.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

INVOCATION WAS GIVEN BY COMMISSIONER UNZELL KELLEY. THE PLEDGE OF ALLEGIANCE WAS SAID BY ALL IN ATTENDANCE.

**APPROVE AGENDA**

MOTIONED BY COMMISSIONER RANDALL DUNHAM, AND SECONDED BY UNZELL KELLEY TO APROVE THE AGENDA. UNANIMOUSLY APPROVED

**READING OF MINUTES**

MOTIIONED BY COMMISSIONER PAUL PERRETT, AND SECONDED BY UNZELL KELLEY OF DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATIONS****CONSENT AGENDA**

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO APPROVE FOR THE CHAIRMAN, VICE CHAIRMAN AND ADMINISTRATOR TO AUTHORIZE TO ISSUE AND SIGN CHECKS FOR PAYMENT OF MONTHLY EXPENSES AND PAYROLL. UNANIMOUSLY APPROVED

MOTION TO APPROVE CHANGES IN EMPLOYEES: JOB DESCRIPTION, SALARY, WORK HOURS, STATUS. UNANIMOUSLY APPROVED



## NEW BUSINESS

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF SHERIFF/JAIL/SECURITY BUDGET AMENDMENTS. UNANIMOUSLY APPROVED.

# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • Fax 256-377-2690

Email: [office@coosaso.com](mailto:office@coosaso.com) • Website: [www.coosacountyso.org](http://www.coosacountyso.org)



To: Coosa County Commissioners  
From: Sheriff Terry Wilson  
Date: February 10, 2017  
RE: 2017 Budget Amendments

Sheriff Terry Wilson would like to request the following line items to be amended for each department:

## JAIL BUDGET

Line Item 271	Annual Budget	Department Request	Budget Adjustment
Insurance for Buildings Cont.	\$10,000.00	\$6,300.00	(\$3,700.00)
Line Item 216	Annual Budget	Department Request	Budget Adjustment
Cleaning Supplies	\$4,500.00	\$5,500.00	\$1,000.00 (+)
Line Item 231	Annual Budget	Department Request	Budget Adjustment
Repairs & Maint Building	\$6,000.00	\$7,700.00	\$1,700.00 (+)
Line Item 235	Annual Budget	Department Request	Budget Adjustment
Comp Hdwr & Maint	\$750.00	\$1,750.00	\$1,000.00 (+)

**Total Amount Amended = \$3,700.00 -- Net Effect 0**

## JUSTIFICATION:

Line Item 271 – Insurance for Building

Due to the decrease in cost of insurance, amend this line item from \$10,000.00 to \$6,300.00.

Line Item 216 – Cleaning Supplies

Increase by \$1,000.00 to make up for rising costs of material needed to clean and maintain the Jail.

Line Item 231 – Repairs and Maintenance Building

Increase by \$1,700.00 to allow for the installation of an electronic gate opener for the wash bay gate area to be controlled by the tower operator.

Line Item 235 – Computer Hardware and Maintenance

Increase by \$1,000.00 to allow for the purchase of computer systems to allow remote viewing of jail cameras from the downstairs area.

*Terry Wilson*  
Sheriff



# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • Fax 256-377-2690

Email: [office@coosaso.com](mailto:office@coosaso.com) • Website: [www.coosacountyso.org](http://www.coosacountyso.org)



To: Coosa County Commissioners  
From: Sheriff Terry Wilson  
Date: February 7, 2017  
RE: 2017 Budget Amendments

Sheriff Terry Wilson would like to request the following line items to be amended for each department:

## SHERIFF'S BUDGET

Line Item 119	Annual Budget	Department Request	Budget Adjustment
Supernumerary Salary	\$34,488.00	\$21,405.74	(\$13,082.26)
Line Item 499	Annual Budget	Department Request	Budget Adjustment
Miscellaneous	\$0.00	\$13,082.26	\$13,082.26

**JUSTIFICATION:** Due to the passing of Sheriff Evans, there is a difference of \$13,082.26. This money is the balance after Evans' widow's portion has been satisfied. The Sheriff's Office would like this overage to be moved to Line Item 499 to help fund future projects of the Sheriff's Office.

**Total Amount Amended = \$13,082.26 – Overall Effect 0**

## JAIL BUDGET

Line Item 113	Annual Budget	Department Request	Budget Adjustment
Salaries	\$311,137.00	\$308,137.00	(\$3,000.00)
Line Item 116	Annual Budget	Department Request	Budget Adjustment
Overtime	\$3,500.00	\$6,500.00	\$3,000.00

**JUSTIFICATION:** Due to manpower shortages, there is a \$4,350.00 difference in the 15.2% expended compared to the 16.6% monthly goal. Transfer 3,000.00 to Line Item 116 to change the 59.5% expended to a more manageable 32% overall expenditure.

**Total Amount Amended = \$3,000.00 – Overall Effect 0**

## COURTHOUSE SECURITY

Line Item 113	Annual Budget	Department Request	Budget Adjustment
Salaries	\$46,145.00	\$44,645.00	(\$1,500.00)
Line Item 104	Annual Budget	Department Request	Budget Adjustment
Miscellaneous	\$0.00	\$1,500.00	\$1,500.00

**JUSTIFICATION:** Due to manpower shortages, there is a \$2,750.00 difference in the 10.4% expended compared to the 16.6% monthly goal. Transfer \$1,500.00 and reactivate Line Item 104 to allow for the purchase of uniforms for new Officer Robert Shaw.

**Total Amount Amended = \$1,500.00 – Overall Effect 0**

*Terry Wilson*  
Sheriff



MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY THE APPROVAL OF HIGHWAY DEPARTMENT BUDGET AMENDMENTS. UNANIMOUSLY APPROVED

Hwy. Dept. request for amendment to the following negative line items:

LINE ITEM 125	Annual Budget	Dept. Request	Budget Adjustment
Workers Comp. Premiums	\$31,547.00	\$35,291.36	\$3,744.36
LINE ITEM 171			
Due/Organizations	\$250.00	\$550.00	\$300.00
LINE ITEM 235			
Comp. Hdwr & Maint.	\$1,500.00	<del>\$3,572.50</del> <i>bg</i>	\$2,572.50
LINE ITEM 271		<i>* 4,072.50</i>	
Ins. - Buildings & Cont.	\$300.00	\$421.00	\$121.00

In order to balance the above line items please adjust line item below accordingly:

LINE ITEM 499	Annual Budget	Dept. Request	Budget Adjustment
Misc.	\$36,420.00	\$29,682.14	-\$6,737.86

County Engineer

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF ROCKFORD SENIOR CENTER AND TRANSPORTATION BUDGET AMENDMENTS.  
UNANIMOUSLY APPROVED

THE ROCKFORD SENIOR CENTER requests the following amendments to their budget.

LINE ITEM /Description	CURRENT BUDGET	UPDATED BUDGET REQUEST	ADJUSTMENT
216/ Cleaning Supplies	\$400	\$280	(\$120)
231/ Repairs/Maint- Bldg	400 <i>by</i> <del>\$280</del>	120 <i>by</i> \$0	(\$280)
240/ Utilities	\$2,500	\$2,300	(\$200)
234/Repairs & Maint Vehicle	\$500	\$1,100	\$600

NET EFFECT = 0

SR Center Van  
requires  
maintenance.

#### THE Public Transportation Budget Request

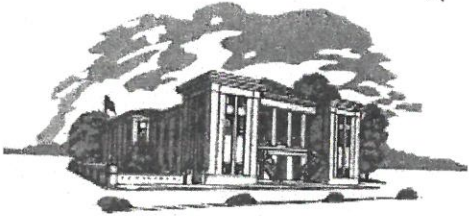
LINE ITEM /Description	CURRENT BUDGET	UPDATED BUDGET REQUEST	ADJUSTMENT
262/ Travel	\$0	\$100	\$100
499/Misc	\$50	\$400	\$350
212/Gas and Oil	\$4,200	\$3,750	(\$450)

NET EFFECT = 0

Allocation too  
low in travel and  
misc



MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY TO SALVAGE AND REASSIGNMENT OF INVENTORY IN PROBATE OFFICE. UNANIMOUSLY APPROVED.



**Richard M. Dean**

*Judge of Probate  
Coosa County*

Margie Blankenship  
Chief Clerk

Elizabeth Caldwell  
Licensing Clerk

February 1, 2017

Richard M. Dean  
Coosa County Judge of Probate

Mr. Todd Adams  
Chairman, Coosa County Commission

Subj: Excess and Broken Office Equipment and Furniture

Request the Coosa County Commission take action regarding the following county-owned equipment located in the probate offices:

1. Remove from Probate Office inventory and store, reassign, or salvage as the Commission deems appropriate:
  - a. 1 each, Lexmark Printer T630; Inventory #00389: old and needs repair, repair estimate is cost prohibitive. Recommend salvage.
  - b. 1 each, Sharp Electronic Cash Register XE-A102; Inventory # *None*: Doesn't work and has been stored for an extended period. Recommend salvage.
  - c. 2 each, Chairs wood/fabric, Tan; Inventory # *None*: both need repair, both are excess to probate office needs. Recommend salvage.
  - d. 1 each, File cabinet, Fire proof; Inventory # *(had sticker but no number)*: Very old, damaged. Excess to probate office needs. Recommend salvage.
  - e. 1 each, Wood/laminate computer server cabinet, No back; Inventory #00699: Remove from Probate Office Inventory, recommend storage or reassign.
2. Chair, Burgundy, Inventory #00325: Transfer from Probate Office to Courthouse Security Center.

Respectfully,

  
Richard M. Dean  
Judge of Probate

PO BOX 10  
FEB 2 - 2017  
RECEIVED  
COOSA COMMISSION

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY UNZELL KELLEY TO APPROVE USING CAPITAL IMPROVEMENT FUNDS NOT TO EXCEED \$1500 TO REPLACE CARPET IN TAG OFFICE PUBLIC AREA. UNANIMOUSLY APPROVED.

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY PAUL PERRETT TO APPROVE A RESOLUTION INDICATING SUPPORT OF PROPOSED ATRIP 2 BOND ISSUE. UNANIMOUSLY APPROVED

## **RESOLUTION IN SUPPORT OF ATRIP-2 BOND ISSUE**

**WHEREAS**, Governor Robert Bentley unveiled the Alabama Transportation Rehabilitation and Improvement Program ("ATRIP") in 2012 as a bold infrastructure initiative to improve Alabama's rapidly deteriorating road and bridge infrastructure, and to generate a positive economic impact and safety improvements for the entire state, and;

**WHEREAS**, the final deadline for all ATRIP projects is quickly approaching, and county commissioners and engineers from all corners of the state fear the momentum generated from the hundreds of road projects completed under the program will come to a rapid halt, and;

**WHEREAS**, the Association of County Commissions of Alabama recently proposed a statewide three-cent bond issue at its 2017 Legislative Conference, whose revenue would be dedicated to improving Alabama's declining road and bridge infrastructure, and the aforementioned proposal received the unanimous support of all 53 counties in attendance at the conference, and;

**WHEREAS**, a three-cent bond issue would generate \$1.2 billion for Alabama's 67 counties to be exclusively spent on road and bridge improvements, and could fund over 12,300 miles of road resurfacing projects and 450 new bridge structures across Alabama for a statewide economic impact of over \$6 billion, and;

**WHEREAS**, under the terms of the bond issue, the Coosa County Commission would receive 10 (ten) million for road and bridge improvements that would fund approximately 114 miles of resurfaced roads and 3 new bridge structures within the county, and;

**WHEREAS**, it is estimated that a three-cent bond issue would only cost the average Coosa County driver \$1.50 per month, and would produce a county economic impact of over 50 million in the form of new jobs, safety improvements, lower vehicle maintenance costs, and other economic development opportunities, and;

**WHEREAS**, the primary function of the Coosa County Commission is to provide for the safety, economic growth, and highest possible quality of life for the citizens of this county, and the members of the Coosa County Commission believe this proposal would have a monumental impact for the residents of the county, and;

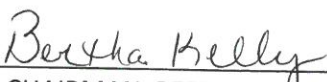
**NOW, THEREFORE, BE IT RESOLVED BY THE COOSA COUNTY COMMISSION** that it does hereby voice its public support for the three-cent ATRIP-2 bond issue proposed by the Association of County Commissions of Alabama as priority legislation for the 2017 regular legislative session.

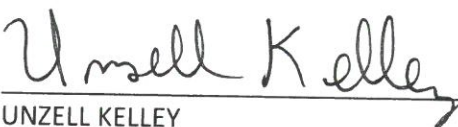
**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to the Governor, the Lieutenant Governor, the Speaker of the House of Representatives, and the chairs of the Senate and House Rules Committee.

**IN WITNESS WHEREOF**, the Coosa County Commission has caused this Resolution to be executed in its name on this the 14th day of February, 2017.

## Resolution in support of ATrip - 2 Bond Issue

  
CHAIRMAN, TODD ADAMS

  
VICE CHAIRMAN, BERTHA KELLY

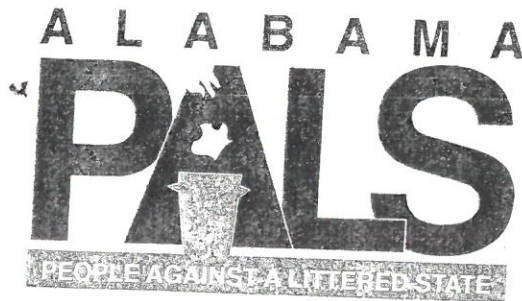
  
UNZELL KELLEY

  
RANDALL DUNHAM

  
PAUL PERRETT



MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF SUPPORTING PARTICIPATION IN THE 2017 "DON'T DROP IT ON ALABAMA" SPRING CLEANING. UNANIMOUSLY APPROVED



*"Working Together for an Unlittered Alabama"*

January 20, 2017

**MEMORANDUM**

TO: Alabama PALS County Chairmen, County Commissioners  
and Spring Cleanup Coordinators

FROM: Spencer Ryan  
Executive Vice President

RE: 2017 "Don't Drop it on Alabama" Spring Cleanup  
Dates and Materials

RECEIVED  
COOSA COMMISSION

JAN 25 2017

PO BOX 10

It is hard to imagine that the 2017 "Don't Drop It On Alabama" Spring Cleanup is just a few months away. I trust that each of you had a wonderful Christmas and New Year's holiday and that 2017 will bring you and your families much happiness, fulfillment and joy.

We have begun the initial planning for the 2017 Spring Cleanup and wanted to update each of you about the dates for the shipping of materials for the cleanup. PALS has been so very fortunate to have had Corporate Sponsors that make the cleanup materials available to all Alabama counties, cities and communities a reality. These dedicated sponsors make all of the statewide PALS programs possible, so please be sure to take time to thank each of these sponsors for all that they continue to do to accomplish the goal of a clean and more beautiful Alabama.

Feel free to contact your respective County Commission Chairman or Engineer and thank them for their part in supporting the "Don't Drop It On Alabama" Spring Cleanup each year. Also, take time to thank them for their willingness to pick up their respective county's materials in Montgomery, as they did in 2016. The willingness of the Association of County Commissions to assist PALS in this distribution plays a huge role in PALS being able to meet the growing needs for each county. Each County Commission office will be contacted prior to the 2017 cleanup.

Also, on a very important note, **PLEASE fill out the attached information sheet, complete with email address and return it to the PALS office at 340 North Hull Street, Montgomery AL 36104.** We will be sending out e-newsletters with information for the 2017 Spring Cleanup, as well as using the PALS web page ([alpals.org](http://alpals.org)) and the PALS Facebook page ([facebook.com/alabamapals](https://www.facebook.com/alabamapals))



2017 "Don't Drop It On Alabama Spring Cleanup  
Contact Information Form

Name Coosa County Commission Phone (256) 377-2344

Affiliation \_\_\_\_\_ County Coosa

Mailing Address P.O. Box 10

City Rockford Zip Code 35136

Shipping Address (if different from Mailing Address) \_\_\_\_\_

Email Address coosa county adm@gmail.com

Other Needed Information Concerning Supplies or Contact Information \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please send Form Back To:

Alabama PALS  
340 North Hull Street  
Montgomery, AL 36104

By  
March 15, 2015

Coosa County will be participating. Please let us know how to order supplies.

### Important Dates Relating to the 2017 Spring Cleanup

January PALS has Ordered all Spring Cleanup Materials  
 March Groups may order additional materials if needed and if AVAILABLE  
 March 15 Materials and Supplies in Warehouse for Pick up and Shipping  
 April 1 Groups may order additional materials if AVAILABLE  
 April 15-22 "Don't Drop It On Alabama" Spring Cleanup Week  
 May 30 All Report Forms Due in PALS Office

### Materials Provided by PALS for 2016 Spring Cleanup

Large Trash Bags with Corporate Sponsor Logo's (Honda Sponsored)  
 Spring Cleanup Ad Slicks  
 New PALS Program Brochures  
 Adopt A Mile brochures  
 Clean Campus brochures  
 Adopt A Stream brochures  
 Alabama Litter Law brochures  
 PALS Recycling brochures

I would also like to encourage each of you and your groups to commit to adding new participants in the Adopt A Mile, Clean Campus and Adopt A Stream programs during this year's cleanup. This is an excellent opportunity to involve additional numbers of groups and volunteers for the cleanup, as well as growing the active involvement in the mission of Alabama PALS. PALS is setting a goal of 50 new adopted miles during cleanup week. If you need additional brochures for any PALS program, please let us know and we will mail the brochures prior to the cleanup date.

Please let us know if we can assist you in any way in your planning for the 2016 cleanup. Thanks again for all that you and your groups do to further the goal of a clean and more beautiful Alabama. It is because of each of you that we can truly say "We Are Making A Difference."

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## PLEASE FIIL OUT AND RETURN TO ALABAMA PALS

Name Coosa County Commission Email Address coosacountyadm@gmail.com  
 Phone (256)377-2344 County Coosa  
 Address P.O. Box 10 City Rockford Zip 35136

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM THE APPROVAL  
TO CONTINUE PARTICIPATION IN THE ACCA LIABILITY SELF INSURANCE FUND THROUGH DECEMBER 31,  
2017 AND TO EXTEND PARTICIPATION THROUGH DECEMBER 31, 2020. UNANIMOUSLY APPROVED

2824

## RESOLUTION

WHEREAS, Coosa County is a member of the Association of County Commissions of Alabama Liability Self-Insurance Fund, Inc. ("Liability Fund") for the contract period ending Dec. 31, 2017; and

WHEREAS, the County's participation in the Liability Fund has been a significant benefit to the County since becoming a member; and

WHEREAS, the representation and service provided by the Liability Fund continues to be in the best interest of Coosa County and its officials and employees; and

WHEREAS, Coosa County would benefit by agreeing to extend its participation in the Liability Fund for an additional three-year period beginning Jan. 1, 2018 and concluding Dec. 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Coosa County Commission that it renews its participation in the Liability Fund for calendar years 2018 through 2020 and hereby directs its Chair to immediately execute the 2018-2020 ACCA Liability Self-Insurance Fund, Inc. Participation Agreement.

Adopted this the 14th day of February 2017.

  
County Commission Chairperson  
Todd J. Adams



## PARTICIPATION AGREEMENT

**Association of County Commissions of Alabama  
Liability Self-Insurance Fund, Inc.**

Participant: COOSA County



## PARTICIPATION AGREEMENT

This Contract and Participation Agreement entered into by and between the Association of County Commissions of Alabama Liability Self-Insurance Fund, Inc., a non-profit corporation organized under the laws of the State of Alabama (hereinafter referred to as "Fund" or "Liability Fund"), and the undersigned County or County entity of the State of Alabama (hereinafter referred to as "Participant"), for the purposes of providing liability and/or property coverages prescribed by the Fund's Liability Coverage Document and any Endorsements thereto and, if offered, Property Coverage Document and any Endorsements thereto.

### WITNESSETH:

The undersigned Participant, in consideration of the creation of the Fund to provide liability and property coverages and in further consideration of the other Participants executing identical Participation Agreements, does hereby agree to become one of the members of the Fund. The conditions of membership agreed upon by and between the parties are as follows:

Definition of terms used in this Participation Agreement:

- A. Board - the Board of Trustees of the Liability Fund.
- B. Fund Year - January 1 through December 31.
- C. Service Company - Any firm, entity or individual retained by the Board to manage the Fund's day-to-day activities, which may include administration, claims management, risk management, education, marketing, etc., as may be directed by the Board.
- D. Coverage Documents - the Liability Coverage Document and the Property Coverage Document of the Association of County Commissions of Alabama Liability Self-Insurance Fund, Inc. and any applicable endorsements that set forth in detail the coverages provided.
- E. Incurred But Not Reported (IBNR) - an incident or occurrence that has taken place but on which no claim has been reported in writing to the Service Company.
- F. Claim - a report of injury, damage or loss involving potential liability arising out of an occurrence, offense, error or omission, or accident that takes place during the coverage period and is reported in writing to the Service Company during the coverage period.
- G. Participant - one of the sixty-seven counties in the State of Alabama, any entity created by the County Commission of a county or a separately incorporated county-related entity when the county or entity is the Participant named on the front of this Agreement. A separately incorporated county-related entity or a public official and his or her department of a county that is not a Participant may become a Participant, but only upon approval of the County and the Board upon such terms and conditions as established by the Board.

1. **Term of Contract**

Unless sooner terminated by the Board, the term of this Contract shall be for a period beginning on the date executed or at 12:01 a.m. on January 1, 2018 (whichever date is later), and ending at 12:01 a.m. January 1, 2021.

2. **First Year Contribution/Premium**

Initial first year contribution/premium of any new Participant will be determined by the Fund. If coverage begins after January 1 of any year, the first year contribution/premium will be pro-rated.

3. **Subsequent Contribution/Premium Experience Rating**

The Fund reserves the right when applicable to use as a guide for future contributions/premiums an experience rating plan to be prescribed by an actuarial firm and to calculate for each Participant its individual experience rating when earned in accordance with the provisions of such experience rating plan.

4. **Contribution/Premium Payment**

All contributions/premiums are due on or before the inception of coverage and each year thereafter as set by the Board until the termination of the contract period. The Board may from time to time establish a policy for payment of contributions/premiums including a provision for a late payment penalty.

5. **Reporting of Claims**

If a claim or suit is filed against the Participant, or its covered officers, agents or employees, the Participant shall immediately forward the same to the Service Company.

6. **Cooperation with Risk Management Recommendations**

The Participant agrees that it will cooperate in instituting any and all reasonable safety regulations and/or risk management recommendations that may be recommended for the purpose of eliminating or minimizing hazards that would contribute to liability or property losses. In the event that the recommendations submitted by the Service Company on behalf of the Fund seem unreasonable, the Participant has a right to appeal to the Board and the decision of the Board shall then be final.

7. **Liability Coordinator**

The Participant agrees that it will appoint a Liability Coordinator for the Participant and that the Fund and its service company shall not be required to contact any other person. Any notice to the Liability Coordinator shall be considered notice to the Participant. The Participant reserves the right, however, to change the coordinator from time to time by giving written notice to the Fund and to the service company at least ten (10) days prior to the effective date of the change.

8. **Claims and Legal Counsel**

The Fund, through the Service Company employed by the Fund, agrees to handle any and all covered claims after notice has been given, and to provide a defense. It shall carry on all negotiations with the injured claimant or his or her attorney at the onset and negotiate within authority previously granted by the Fund. If a



personal appearance by an employee of the Participant is necessary, the expense of this appearance will be paid by the Participant. In a manner directed by the Board, legal counsel will be retained on behalf of and at the expense of the Fund necessary for the defense of any litigation.

9. **Legal Defense and Cooperation**

The Participant hereby agrees that any covered suit brought against the Participant shall be defended in the name of the Participant by the attorney or attorneys selected in a manner directed by the Board. Full cooperation by the Participant shall be extended to supply any information necessary or helpful in such defense. The Participant further agrees to cooperate with the Fund in the investigation and settlement of the claim or defense against the suit. The County Attorney may be requested to provide defense assistance but shall not have the responsibility or authority to settle or otherwise direct any litigation without approval of the Service Company or the Board.

10. **Fund Experience**

Every year, the Fund or the Service Company will endeavor to supply to each Participant a printout involving a statement of claims, claims status, and activity report cumulative for each Fund year. The disclosure of certain information about claims may be withheld, limited or conditioned to prevent claimants who may work for the Participant from having access to that information.

At least annually, the Board will carefully review, study and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Participants, the pro rata cost to the Fund resulting from overall loss experience attributed to each Participant and the pro rata portion of the cost of reinsurance, if any, as well as the pro rata allocation, as determined by the Board, of the other and necessary administrative expenses of the Fund, in order to reasonably determine that actual pro rata cost, expense, and loss experience of each Participant for the purpose of determining future contributions/premiums and refunds of contributions/premiums, if any. Individual claims against each Participant may be capped at a certain limit for purposes of determining the experience of each Participant with the excess shared among all Participants.

11. **Assessments**

Due to the nature of a self-insurance fund, the Fund reserves the right to assess Participants' amounts, in addition to contributions/premiums, as may be necessary for the protection of its Participants. If, at any time, in the opinion of the Board, the assets of the Fund become insufficient to enable the Fund to discharge its obligations, including but not necessarily limited to, payment of all due damages and losses, maintenance of reserves for claims which have occurred and have been reported, maintenance of reserves for claims which have occurred and not been reported, expenses due and reasonable expenses forthcoming, the Fund shall have the right to assess each Participant member participating in the plan during any part of a year during which an insufficiency may exist such amount as, in the opinion of the Board, is required to correct the insufficiency.

Each Participant's assessment shall be computed by the Board and may have the same ratio to the total assessment amount as the Participant's earned contribution/premium of the Fund during the twelve months preceding the assessment. A Participant's earned contribution/premium shall be the pro rata portion of contributions/premiums paid by it for the period during which its Agreement with the Fund was in effect.

Any assessment shall be a legal debt and obligation of the Participant and shall be due and payable when written notice of the assessment is received. However, the Board may allow up to twelve months for payment of any assessment in accordance with such guidelines as it may establish.



12. **Assets of the Fund**

All assets in the Fund, including any surplus which the Fund may have accrued since the Fund's inception, shall remain the property of the Fund at all times subject to the decisions of the Board. No Participant has the right to seek distribution or withdrawal of any surplus or investment earnings which the Fund has accrued.

13. **Refunds, Dividends and Other Distributions**

The Fund may, from time to time, at the discretion of and upon such terms and conditions prescribed by the Board, make a refund, dividend or other distribution from part of the Fund's surplus or from investment earnings. Such distributions may be limited to certain years of participation. Consideration may be given to the loss experience and years of participation of Participants. The Participant agrees that the decisions of and procedures adopted by the Board affecting refunds, dividends or any other distribution, and the manner of computing such refund, dividend or other distribution shall govern in all instances for the making of any distribution by the Fund. No Participant shall be entitled to or have the right to receive any refund, dividend or any other distribution that may be approved by the Board from any of the surplus or investment earnings if such Participant is not a member of the Fund at the time such refund, dividend or distribution is approved by the Board or if such Participant is not a member of the Fund as of the effective date of such refund, dividend or distribution.

14. **Withdrawal by Participant from the Fund**

a. **Withdrawal at End of Contract**

Any Participant may withdraw from the Fund at the end of the term of this contract by giving at least sixty (60) days notice in writing to the Board of its desire to so withdraw. Written notice must include a certified copy of the minutes of the meeting where the governing body voted to withdraw from the Fund. If notice is not given as prescribed herein, this Agreement will automatically renew for another three (3) year period of time.

All claims reserves, at all times, are the property of the Fund. At no time may any Participant withdraw the claim reserves. Unless otherwise agreed to in writing by the Participant, all pending or open claims which have been reported to the Fund (or its Service Company) by the Participant will continue to be obligations of the Fund. The Fund shall not be responsible for any new or incurred but not reported claim(s) after the withdrawal of the Participant.

b. **Withdrawal During a Contract Commitment**

Each Participant is obligated and commits itself to remain as a member of the Fund for the term of this contract period. All claim reserves are recognized as property of the Fund. At no time may any Participant withdraw the claim reserves. Unless otherwise agreed to in writing by the Fund, if a Participant withdraws from the Fund during this contract commitment, such withdrawal shall be considered a breach of this agreement and all pending or open claims regardless of whether the same have been reported to the Fund (or its Service Company) by the Participant or remain unreported, shall become the obligation of the Participant. The Fund shall cease to process all such claims. The Fund shall cease to defend and/or shall withdraw from any defense of litigation pending regarding such claims, and the defense, settlement and indemnity of such claims or litigation shall become the sole responsibility and obligation of the member Participant so withdrawing. The Fund shall not service any new or incurred but not reported claims after the withdrawal of the Participant. However, all claims on which a prior written agreement to settle shall have been executed by the Fund or on which a prior judgment shall have been entered, shall not be considered pending or open, and the Fund shall honor such agreements and/or



judgments.

15. **Limitation or Cancellation of Coverage by the Fund**

a. **Non-payment of Contribution/Premium**

In the event that the Participant fails or refuses to make the payments of contributions/premiums, the Fund reserves the right to treat such non-payment as a breach of the agreement and terminate the membership of such Participant by giving ten (10) days written notice. The Fund further reserves the right to collect any and all contributions/premiums that are earned on a short rate basis for the period preceding such contract termination. Any Participant whose membership is terminated hereunder shall be considered to have withdrawn during the three-year contract commitment and shall be subject to the provisions of paragraph 14.b. above.

b. **Any Other Reason**

The Fund reserves the right to condition, limit, modify or cancel coverage afforded in the Coverage Documents, in whole or in part, as to any member Participant if, in the opinion of the Board, such is in the best interests of the Fund as a whole. Grounds for conditioning, limiting, modifying or canceling coverage include the violation by any member of any duty or obligation under the Coverage Documents or this Participation Agreement. Written notice of such change in coverage will be mailed or delivered at least thirty (30) days before the effective date of such change.

16. **Inspections and Surveys**

The Fund, at its option, may inspect and survey the Participant's records, property and operations at any time. It is understood and agreed that these inspections and surveys are for the Fund's benefit only, and shall not constitute an undertaking by the Fund to determine or warrant that the Participant's property or operations are safe or healthful, or comply with any law, rule, regulation, code or standard. Any and all reports which may be issued following an inspection or survey are issued for the Fund's benefit. Such reports are not warranties but they could affect the Participant's coverage. Failure to respond or follow these reports may be considered by the Fund in calculating contributions and determining whether to condition, limit, modify or cancel coverage afforded in the Coverage Documents.

17. **Waiver of Uninsured Motorist Coverage**

As a self-insurance fund, the Fund is not subject to the provisions relating to uninsured motorist coverage under Alabama law. By participating in the Fund, the Participant is expressing its desire not to receive uninsured motorist coverage and to waive such coverage.

18. **Agreement to Abide by the Bylaws**

The Participant agrees to abide by the Bylaws of the Fund as adopted by the Board of Trustees of the Liability Fund.

19. **Audit**

The Fund agrees that all Fund transactions will be annually audited by a certified professional accounting firm.

20. **Actuarial Valuation**

The Fund will have an actuarial valuation of reserves performed each year to audit the adequacy of reserves and contributions/premiums.

21. **Nonwaiver of Rights, Immunities and Defenses**

No Participant, by participating in this agreement and contributing thereto, shall by its actions be deemed to have waived any rights, immunities or defenses granted it by laws of the State of Alabama, nor shall any officer, agent or employee of such Participant or sheriff or employee of the sheriff by virtue of his/her being covered be deemed to have waived any rights, immunities or defenses available to him/her by the laws of the State of Alabama. The Fund, however, by defending such Participant or any official or employee, shall be entitled to use any and all such rights, immunities and defenses on behalf of such entity/person defended.

22. **No Independent Interest in the Fund**

All monies, assets, interest and property held by the Fund pursuant to this Participation Agreement shall not be subject to assignment, alienation, pledge, attachment, garnishment, sequestration, levy or other legal process, either voluntary, involuntary or by operation of law, by, on behalf of, or in respect of the Participant and shall not be subject or applied to the debts, obligations or liabilities of the Participant, including, without limitation, any direct action or seizure by any creditor or claimant under any writ or proceeding at law or in equity. Furthermore, the Participant shall have no independent interest in, or right to, the assets held by the Fund, and it is the intention of the parties to this Participation Agreement that the Participant's entry into and participation in the Fund shall extinguish and remove all of the Participant's interest in the Fund under the Bankruptcy Code or similar laws.

23. **Nature of Fund**

Each Participant agrees that by executing this Participation Agreement, it understands and agrees that the Fund is simply a legal vehicle by which each member Participant has joined together in providing self-insurance liability and property programs under the provisions of Ala. Code § 11-30-1, *et seq.*, as amended by Act 2015-53, and as may be further amended. Under no circumstances shall said Fund be deemed to be an insurance company.

IN WITNESS WHEREOF, the parties hereto execute this Participation Agreement this the 10<sup>th</sup> day of January, 2017.

FUND:

ASSOCIATION OF COUNTY COMMISSIONS OF  
ALABAMA LIABILITY SELF-INSURANCE FUND, INC.

By \_\_\_\_\_  
ACCA LSIF Representative

PARTICIPANT:

By *John J. Adams*  
Chairman of the County Commission or  
Director of the County Entity

The Participant's **Liability Coordinator**, as noted in Item 7 - Page 2, is as follows:

PARTICIPANT: Coosa County Commission

NAME: Bridget Groham  
(Please Print)

TITLE: Administrator

ADDRESS: PO Box 10

CITY: Rockford, AL ZIP: 35136

TELEPHONE: (256) 377-1350

EMAIL: coosa county adm@gmail.com

**NOTE:** Please return this signed Participation Agreement in its entirety to the ACCA LSIF, P.O. Box 5040, Montgomery, AL 36103-5040. An executed copy will be sent to the Liability Coordinator named above.

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM THE APPOINTMENT OF GENE HAM TO FINISH GEORGE NEIGHBOR'S TERM THROUGH MARCH 1, 2019 ON THE STEWARTVILLE WATER BOARD. UNANIMOUSLY APPROVED

STATE OF ALABAMA \*

\*

COUNTY OF COOSA \*

RESOLUTION

COOSA COUNTY COMMISSION

COOSA COUNTY, ALABAMA

**NOW THEREFORE, BE IT RESOLVED**, due to the death of George Neighbors, who served as a Board Member for the Stewartville Water Authority, the Coosa County Commission, hereby approves the appointment of Gene Ham to fill the vacancy and complete the term set to expire March 1, 2019, on the Stewartville Water Authority.

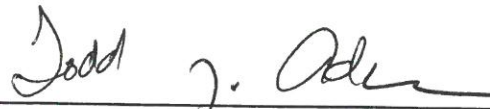
**PASSED and APPROVED** this 14<sup>th</sup> day of February, 2017

ATTEST:

COOSA COUNTY COMMISSION



BRIDGET H. GRAHAM, County Administrator



TODD J. ADAMS, Chairman



MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM THE APPROVAL AND RESOLUTION TO REAPPOINT THOMAS BARNETT TO THE FAYETTEVILLE WATER AUTHORITY EFFECTIVE MARCH 1, 2017. UNANIMOUSLY APPROVED

STATE OF ALABAMA \*

\*

COUNTY OF COOSA \*

RESOLUTION

COOSA COUNTY COMMISSION

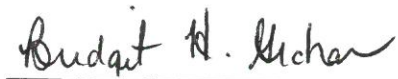
COOSA COUNTY, ALABAMA

**NOW THEREFORE, BE IT RESOLVED**, that the Coosa County Commission, hereby approves the re-appointment of Thomas Barnett, whose term is set to expire on March 1, 2017, to serve on the Fayetteville Water Authority.

**PASSED and APPROVED** this 14<sup>th</sup> day of February, 2017

ATTEST:

COOSA COUNTY COMMISSION

  
BRIDGET H. GRAHAM, County Administrator

  
TODD J. ADAMS, Chairman

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO TABLE THE AMENDED FUNERAL LEAVE POLICY UNTIL THE NEXT MEETING. UNANIMOUSLY APPROVED

#### OLD BUSINESS

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF BROADBAND LETTER OF INTENT WITH ADVANCED TECHNOLOGY GROUP.

UNANIMOUSLY APPROVED

STATE OF ALABAMA                     )  
   )  
COUNTY OF COOSA                     )

#### LETTER OF INTENT (LOI)/AGREEMENT

**THIS LETTER OF INTENT (LOI)/AGREEMENT** is made and entered into by and between **COOSA COUNTY**, a body corporate, herein referred to as "**COOSA**" and **ADVANCED TECHNOLOGY GROUP, LLC** of Hoover, Alabama, herein referred to as "**ADVANCED TECHNOLOGY**".

#### WITNESSETH:

**WHEREAS**, **COOSA** wishes to develop a Broadband System to serve the needs of its citizens; and

**WHEREAS**, **ADVANCED TECHNOLOGY** is an entity which has expressed an interest in assisting **COOSA** with the development of such Broadband System; and

**WHEREAS**, the parties wish to provide a written agreement concerning their cooperation in the development of a Broadband System through a Letter of Intent (LOI)/Agreement;

**NOW THEREFORE**, in consideration of these premises and the covenants and agreements set forth herein, **COOSA** and **ADVANCED TECHNOLOGY** covenant and agree as follows:

1. **COOSA and ADVANCED TECHNOLOGY** agree to work together in the development of a Broadband System for the citizens of Coosa County, Alabama and surrounding areas.
2. The development of said Broadband System shall be at no cost or liability to **COOSA**.
3. The parties agree that each additional agreement developed during the continuing phases of developing the Broadband System shall be subject to negotiations and approval of both parties.
4. The parties shall endeavor to cooperate and coordinate fully to insure the success of this Agreement.
5. Should **COOSA** or any of their officers, agents or employees be sued or have claims filed against them as a result of the negligence, wantonness or other tort committed by **ADVANCED**

**TECHNOLOGY**, its officers, agents or employees, then in such event, **ADVANCED TECHNOLOGY** agrees to indemnify, hold harmless and reimburse **COOSA** and their officers, agents and employees for the cost of defense, including, costs of attorney fees and any damages awarded as a result of any lawsuit or claim filed.

6. This Agreement may be terminated by either party upon sixty (60) days written notice.
7. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their respective successors and assigns.
8. The terms contained herein constitute the whole agreement between the parties hereto and no amendment, modification, or alteration of the terms hereof shall be binding unless the same be in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

**IN WITNESS WHEREOF**, the undersigned have executed this Agreement as of the day and year evidenced by their signatures below.

**ATTEST:**

**COOSA COUNTY, a body corporate**

Bridget H. Graham

**BRIDGET H. GRAHAM**  
County Administrator

by: Todd J. Adams 2-14-17  
**TODD J. ADAMS** Chairman  
Coosa County Commission (date)

**WITNESS:**

**ADVANCED TECHNOLOGY GROUP, LLC**  
of Hoover, Alabama

Bridget H. Graham

by: [Signature] 2-14-17  
Its: Program Rep (date)



## MOTION TO ADJOURN

MOTIONED BY COMMISSIONER RANDAL LDUNHAM, AND SECONDED BY UNZELL KELLEY TO ADJOURN.  
UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 14<sup>th</sup> DAY OF March, 2017.

Todd Adams  
CHAIRMAN, TODD ADAMS

Bertha Kelly  
VICE CHAIRMAN, BERTHA KELLY

Unzell Kelley  
UNZELL KELLEY

Randall Dunham  
RANDALL DUNHAM

Paul Perrett  
PAUL PERRETT

**AGENDA**  
**COOSA COUNTY COMMISSION**  
**March 14, 2017**  
**9:30 AM**

**WELCOME**

**PUBLIC COMMENTS: JoHanna Griffin - AFLAC**

**Mike Thomas – Condition of County Road 62**  
**Misty Carver of Verizon – County Office Phones**  
**Allen Bonner of CenturyLink – County Office Phones**  
**Lamar Lackey of Neauvicom – IT Services, Cnty Office Phones**  
**Spencer Hardy, Coosa County Chamber of Commerce –**  
**Recycling & Disposal for County Clean-Up**  
**David Crawford of USNext – Website Design**

**ELECTED OFFICIAL COMMENT-**

**CALL TO ORDER**

**COMMISSION ROLL CALL**

**INVOCATION, PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

**READING OF MINUTES**

**AWARDS AND PRESENTATIONS:**

**CONSENT AGENDA- MOTION AND SECOND TO APPROVE**

- (A) Motion for Chairman, Vice Chairman and Administrator to authorize to issue and sign checks for payment of monthly expenses and payroll.
- (B) Motion to approve changes in employees: job description, salary, work hours or status.

**NEW BUSINESS**

- (1) Approval of Updated Letter to Forever Wild Board – Chairman Adams
- (2) Approval to Advertise Part – Time Position for Senior Center Driver- Administrator Graham
- (3) Approval of Workforce Innovation and Opportunity Application for Local Workforce Area Designation- Chairman Adams
- (4) Chief Local Elected Officials Agreement –Central Alabama Works – Chairman Adams
- (5) Approval/Resolution to Support Lake Martin Alliance regarding Lake Martin Water Control Issues if funds become available during FY 16-17-Commissioner Perrett
- (6)Permission to sell two confiscated vehicles (2003 Chev.Impala and 1979 Chevrolet Camaro) confiscated by Sheriff Wilson – Capt. Mike Mull
- (7) Resolution to participate in Mayor and County Recognition Day for National Service
- (8) Approval to request Legal Compliance Audit for FY 14 and full financial audit for FY15 and FY16- Administrator Graham.

**OLD BUSINESS**

AGENDA, PAGE 2

STAFF REPORTS

Administrator:

Engineer

Attorney

EMA

Courthouse Maintenance-

Nutrition-

Safety Coordinator-

DISCUSSION ITEMS BY COMMISSIONER s

Adjourn Meeting.





# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • Fax 256-377-2690

Email: [office@coosaso.com](mailto:office@coosaso.com) • Website: [www.coosacountyso.org](http://www.coosacountyso.org)



## MEMO

To: Coosa County Commission

From: Coosa County Sheriff's Office

Date: February 17, 2017

Re: Trenton Devontea Davenport – End of Probation

### MESSAGE:

Trenton D. Davenport has completed his six (6) months' probation period as of February 15, 2017. His rate of pay should increase to \$11.61 per hour. He is now eligible to receive his vacation and leave hours.

This memorandum for record will rem

  
Terry Wilson, Sheriff

Natalie's  
Paper Work

# Coosa County Commission

Engineering Department  
17781 US HWY 231  
ROCKFORD, ALABAMA 35136  
(256) 377-2261

Donald Wayne Eason  
COUNTY ENGINEER

RANDALL DUNHAM  
DISTRICT NO. 1  
BERTHA KELLY  
DISTRICT NO. 2

UNZELL KELLEY  
DISTRICT NO. 3  
PAUL PERRETT  
DISTRICT NO. 4  
TODD ADAMS  
CHAIRMAN  
DISTRICT NO. 5

February 22, 2017

Coosa County Commission  
c/o Bridget Graham  
P. O. Box 10  
Rockford, AL 35136

RE: Raymond Abrams

Dear Commission:

The above referenced employee started work February 22, 2017 for the county engineer as a part time Litter Control Technician at a starting hourly rate of \$10.00.

Thanks for your attention in this matter.

Yours truly,



Donald W. Eason, P.E.  
Coosa County Engineer

# Coosa County Commission

Engineering Department  
17781 US HWY 231  
ROCKFORD, ALABAMA 35136  
(256) 377-2261

Donald Wayne Eason  
COUNTY ENGINEER

RANDALL DUNHAM  
DISTRICT NO. 1  
BERTHA KELLY  
DISTRICT NO. 2

UNZELL KELLEY  
DISTRICT NO. 3  
PAUL PERRETT  
DISTRICT NO. 4  
TODD ADAMS  
CHAIRMAN  
DISTRICT NO. 5

March 1, 2017

Bridget Graham  
Administrator  
Coosa County Commission  
P. O. Box 10  
Rockford, AL 35136

RE: Pay Scale Changes (Road Department)

Dear Bridget:

The following employee had a position change to Equipment Operator III and the below pay rate increase is effective February 25, 2017.

Full Time Employee	New Hourly Rate
Maury Jackson	\$9.78

Thanks for your attention in this matter.

Yours truly,



Donald W. Eason  
Coosa County Engineer

RECEIVED  
COOSA COMMISSION  
MAR - 2 2017

PO BOX 10



# Coosa County Commission

Engineering Department  
17781 US HWY 231  
ROCKFORD, ALABAMA 35136  
(256) 377-2261

Donald Wayne Eason  
COUNTY ENGINEER

RANDALL DUNHAM  
DISTRICT NO. 1  
BERTHA KELLY  
DISTRICT NO. 2

UNZELL KELLEY  
DISTRICT NO. 3  
PAUL PERRETT  
DISTRICT NO. 4  
TODD ADAMS  
CHAIRMAN  
DISTRICT NO. 5

March 2, 2017

Bridget Graham  
Administrator  
Coosa County Commission  
P. O. Box 10  
Rockford, AL 35136

RE: Jimmy Hardman  
Employee of Coosa County Highway Dept

Dear Bridget:

The above referenced part-time employee will move to a full-time position effective March 13, 2017. His current pay rate will remain the same.

Thanks for your attention in this matter.

Yours truly,



Donald W. Eason, P.E.  
Coosa County Engineer

2834-A

**MINUTES****COOSA COUNTY COMMISSION****March 14, 2017****9:30 A.M.****ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE ON MARCH 14, 2017 FOR ITS REGULAR MEETING WITH CAIRMAN-TODD ADAMS PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, PAUL PERRETT, UNZELL KELLEY, AND RANDALL DUNHAM.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

INVOCATION WAS GIVEN BY COMMISSIONER RANDALL DUNHAM. THE PLEDGE OF ALLEGIANCE WAS SAID BY ALL IN ATTENDANCE.

**APPROVE AGENDA**

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY BERTHA KELLY TO ADD TO THE AGENDA TO VOTE ON PREPARING THE ROAD LIST FOR (ADECA) ALABAMA DEPARTMENT OF ECONOMIC COMMUNITY AFFAIRS TO REVIEW BEFORE APPLICATION OF 17/18 COMMUNITY DEVELOPMENT BLOCK GRANT. UNANIMOUSLY APPROVED

MOTIONED BY RANDALL DUNHAM AND SECONDED BY BERTHA KELLY TO ADD TO THE AGENDA THE PREPARATION OF A LIST OF COUNTY ROADS TO BE SENT TO ALABAMA DEVELOPMENT ECONOMIC ASSOCIATION TO THE AGENDA. UNANIMOUSLY APPROVED

**READING OF MINUTES**

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY BERTHA KELLY DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATIONS****CONSENT AGENDA**

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO APPROVE FOR THE CHAIRMAN, VICE CHAIRMAN AND ADMINISTRATOR TO AUTHORIZE TO ISSUE AND SIGN CHECKS FOR PAYMENT OF MONTHLY EXPENSES AND PAYROLL. UNANIMOUSLY APPROVED

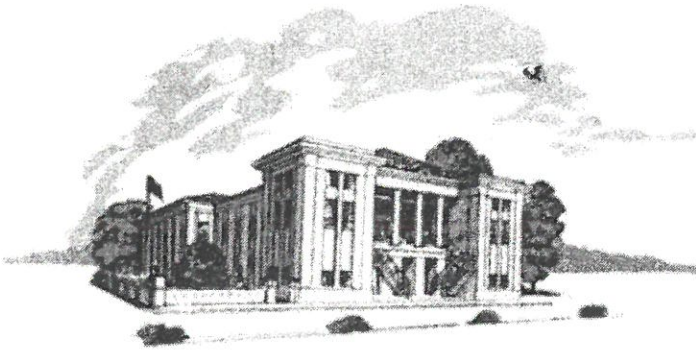
MOTION TO APPROVE CHANGES IN EMPLOYEES: JOB DESCRIPTION, SALARY, WORK HOURS, AND STATUS. UNANIMOUSLY APPROVED



## NEW BUSINESS

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY PAUL PERRETT TO TABLE THE FOREVER WILD BOARD DISCUSSION UNTIL NEXT MEETING. UNANIMOUSLY APPROVED.

*Proposed Letter Only*



## Coosa County Commission

Post Office Box 10  
ROCKFORD, ALABAMA 35136-0010

BRIDGET H. GRAHAM, CPA, CGMA  
ADMINISTRATOR  
PHONE (256) 377-1350  
FAX (256) 377-2524

DISTRICT 1  
RANDALL DUNHAM

DISTRICT 2  
BERTHA KELLY

DISTRICT 3  
UNZELL KELLEY

DISTRICT 4  
PAUL PERRETT

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

March 14, 2017

Forever Wild Board  
c/o Mr. N. Gunter Guy, Jr., Commissioner  
State of Alabama Department of Conservation and Natural Resources  
64 North Union Street  
Montgomery, AL 36130

RE: Forever Wild and Pinhoti Trail Expansion

Dear Board Members:

As a follow up to the last Forever Board meeting, the Coosa County Commission would like to work with the Forever Wild board on a compromise which would allow the expansion of the proposed Pinhoti Trail in Coosa County.

The Coosa County Commission supports the expansion of the Pinhoti Trail Project in Coosa County and subsequent transfer of land to the State only for property which connects the trail by utilizing minimal buffer zones (200 ft +/- around the proposed trail) and are necessary only to connect the trail. This would equate to approximately 100 ft on each side of the proposed trail and is marked on the enclosed map as Point A to Point B

We do not support the proposed land transfers to Forever Wild identified on the enclosed map as The Kaul and Stewart Tract. The expansion of the proposed trail as identified by Point B to Point C on the enclosed map would be acceptable to the County Commission based on the same criteria mentioned above for the Point A to Point B section; however, the Commission would like for Forever Wild and the Conservation fund to support legislation which would prevent small counties such as Coosa from losing additional ad valorem tax revenue for any future purchases of any Coosa County land by Forever Wild.

The Commission would like support of local legislation that that would require The State to give counties with populations of less than 15,000 annual allocations equal to the loss of ad-valorem taxes due to the County for purchase of property by Forever Wild for any future purchases.

As indicated in our earlier communication, we do believe that development of the trail will eventually encourage development of locally owned business and industry that may improve overall economic growth in the future but as was discussed in the last Board meeting, this does not have a positive impact on our current fiscal condition in the short term. We hope the Board will consider our requests and the Commission looks forward to working with the Board in the future regarding the Pinhoti Trail expansion.

Sincerely,

**The Coosa County Commission**

**CHAIRMAN, TODD J. ADAMS**

**VICE CHAIRMAN, BERTHA KELLY**

**UNZELL KELLEY**

**RANDALL DUNHAM**

**PAUL PERRETT**

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF WORKFORCE INNOVATION AND OPPORTUNITY APPLICATION FOR LOCAL WORK FORCE AREA DESIGNATION. UNANIMOUSLY APPROVED



March 2, 2017

Coosa County Commission  
100 Main Street  
Rockford, AL

Dear Commissioners,

Because of your leadership and efforts in Coosa County and other dedicated and visionary leaders in Central Alabama, we are among the nation's leaders in growth, job creation, and quality of life.

I am writing this letter to request your support of the Regional Workforce Council, Central AlabamaWorks, Region 5, which includes Autauga, Bullock, Chambers, Coosa, Dallas, Elmore, Lowndes, Macon, Montgomery, Lee, Perry, Russell, and Tallapoosa Counties. Our mission is to develop strategic partnerships that attract, educate, and train students and workers to better meet employer needs and foster economic growth in Alabama and the global marketplace. Your support will enable us to develop a comprehensive, integrated workforce development system, which creates a skilled, diverse, motivated, adaptable workforce that better meets the needs of employers and leads to a better quality of life for all citizens in Region 5.

The Legislature has set aside limited funding for the Regional Workforce Councils, but the allocation for our region will not be able to fund our needs. Therefore, we are asking our counties and cities to support us financially.

We would like to provide you an update of some of our accomplishments to date and plans for the coming year. Most notable are as follows:

- Career Expo. The Career Discovery 2016 Expo, held on January 26-27, 2016, was a huge success! The Career Discovery participating companies engaged over 4,300 eighth graders from public, private, and home schools, along with their teachers, parents, chaperones, and administrators, in interactive, career-related activities that gave them a look into the kinds of careers possible for them to pursue. Enclosed is a "Career Discovery 2016 in Numbers," which shows the impact of Career Discovery on the Region. This experience will be extended to all eighth graders in the 13 county region for the Career Discovery 2017 Expo that will be held on September 14-15, 2017.
- Workforce Development Funds. One of the primary responsibilities of the Regional Workforce Council is to review funding requests for workforce training from regional training providers and make priority recommendations to the Alabama Community College System. Training providers in our region received millions of dollars in funding for workforce training from 2014 to 2016. These funds addressed the training needs for new technology, training for existing industries, career technical dual enrollment, and workforce development programs that prepared individuals to enter the workforce.

Coosa County has directly benefited from \$2,574,943 in workforce development funds received by Central Alabama Community College. A breakdown of the funds received from 2014 to 2016 is as follows:



## **Workforce Innovation and Opportunity Act Local Area Designation Policy**

**Purpose:** To provide Local Elected Officials with the State's procedures for the submission of local area designation requests to the Alabama Department of Commerce, Workforce Development Division (WDD) acting on the behalf of the Governor.

**Reference:** The Workforce Innovation and Opportunity Act, Chapter 2-Local Provisions, Section 106, Local Workforce Development Areas.

**Effective Date:** This policy is in effect for Program Year 2015 implementation of the Workforce Innovation and Opportunity Act and subsequent redesignation.

**Background:** The Workforce Innovation and Opportunity Act requires the Governor to designate local workforce investment areas within the state through consultation with the State Board and after consultation with the chief elected officials and comments received through the public comment process as described in Section 102(b)(2)(E)(ii)(II). In making the designation of local areas, the Governor must give considerations, except for those local areas described in Section 106(b)(2), Initial Designation and 106(b)(3), Subsequent Designation, consisting of the extent to which the areas:

- are consistent with labor market areas in the State (Section 106(b)(1)(B)(i));
- are consistent with regional economic development areas in the State (Section 106(b)(1)(B)(ii)); and
- have available the Federal and non-Federal resources necessary to effectively administer activities under subtitle B and other applicable provisions of this Act, including whether the areas have the appropriate education and training providers such as institutions of higher education and area career and technical education schools (Section 106(b)(1)(B)(iii)).

Section 106 of the Act provides for three types of designation: (1) initial designation, (2) subsequent designation, and (3) designation on Recommendation of the State Board. The Governor shall approve requests for initial and subsequent designation submitted by chief elected officials, provided the area under consideration meets the applicable eligibility criteria. Under the third designation type, the Governor may choose to approve such requests from chief elected officials on Recommendation from the State Board.

Attachment 1  
Directive No. PY2014-05, Change 02  
Central AlabamaWorks!

1. **Initial Designation (Section 106(b)(2)):** During the first two (2) full program years following the date of enactment of this Act, the Governor shall approve a request for initial designation as a local area from any area that was designated as a local area for purposes of the Workforce Investment Act of 1998 for the two-year period preceding the date of enactment of this Act, performed successfully, and sustained fiscal integrity.

A. "The term **"performed successfully,"** as defined in Training and Employment Guidance Letter (TEGL) Number 27-14, dated April 15, 2105 means "that the local area met or exceeded the levels of performance the Governor negotiated with the Local Board and chief elected official, and the local area has not failed any individual measure for the last two (2) consecutive program years before the enactment of WIOA. The terms "met or exceeded" and "failure" must be defined by the Governor in the State's policy consistent with how those terms were defined at the time the performance levels were negotiated. When designating local areas, the Governor may not retroactively apply any higher WIOA threshold to performance negotiated and achieved under WIA." (This means the same measure for two years in a row, not any measure in the two-year period.)

- **Exceeds** – When the actual performance achieved against an individual performance measure is in excess of 100 percent of the negotiated level of performance for the measure (per TEGL 25-13).
- **Met** – When the actual performance achieved against an individual performance measure falls in the range of 80 to 100 percent of the negotiated level of performance for the measure (per TEGL 25-13).
- **Fails** – When the actual performance achieved against an individual performance measure is less than 80 percent of the negotiated level of performance (per TEGL 25-13).

B. "The term **"sustained fiscal integrity,"** per Section 106(e)(2) as used with respect to a local area, means that the Secretary has not made a formal determination, during either of the last two (2) consecutive years preceding the determination regarding such integrity, that either the grant recipient or the administrative entity of the area misexpended funds provided under subtitle B (or, if applicable, Title I of the Workforce Investment Act of 1998 as in effect prior to the effective date of such subtitle B) due to willful disregard of the requirements of the provision involved, gross negligence, or failure to comply with accepted standards of administration."



2. **Subsequent Designation (Section 106(b)(3)):** After the period for which a local area is initially designated per Section 106(b)(2), the Governor shall approve a request for subsequent designation as a local area from such local area, if such area – performed successfully (Section 106(b)(3)(A)); sustained fiscal integrity (Section 106(b)(3)(B)); and in the case of a local area in a planning region, met the requirements described at Section 106(c)(1).
  
3. **Duration and Subsequent Designation:** An initial designation shall be for a period of not more than two full program years, after which the designation shall be extended, if requested and if the Governor determines that, during the designation period, the area:
  - A. performed successfully;
  - B. sustained fiscal integrity; and
  - C. in the case of a local area in a planning region, met the requirements in Section 106 (c)(1) of the Act.
  
4. **Designation on Recommendation of State Board and Approval of Governor:** Designation under this category is at the Governor's discretion. The Governor **may** approve (per Section 106 (b)(4)) a request for a local area designation from any unit of general local government or combination of such units if the State Board recommends to the Governor, taking into account the general considerations previously outlined under the "Background" of this policy, that such area should be so designated from applications submitted through the process described below:

#### **Information on Applying Under the State Board Recommendation and Approval of the Governor (Item Number 4 Above)**

Any unit of local government or a combination of such units requesting designation under this category per Section 106(b)(4) must at a minimum address the following as related to the proposed local workforce development area:

1. Name, title, and original signature of Chief Local Elected Official(s) representing the unit(s) of local government filing the petition for WIOA local workforce development area designation with the State Board.

**Response:** See the CLEO Agreement.

2. Specific indication of the geographic area (Alabama counties) to be served by the proposed local workforce development area.

**Response:** Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell Counties.



Attachment 1  
Directive No. PY2014-05, Change 02  
Central AlabamaWorks!

3. Identification of existing education and training providers, such as institutions of higher education and area career and technical education schools within the proposed local workforce development area. Additionally, indicate, for each identified local education agency, the counties primarily served by such agencies.

**Response:**

Alabama State University - Statewide

Auburn University - Statewide

Auburn University at Montgomery - Statewide

Central Alabama Community College – Coosa and Tallapoosa Counties Chattahoochee

Valley Community College – Lee, Macon, and Russell Counties

H. Council Trenholm State Community College – Bullock, Elmore, Macon, and

Montgomery Counties

Southern Union State Community College – Chambers and Lee Counties

Wallace Community College Selma – Dallas, Lowndes, and Perry Counties

4. Indication that the proposed local workforce development area is consistent “...with labor market areas...” means the proposed local workforce development area will not “break-up” an existing labor market area.

**Response:**

The counties represented within this local workforce area matches the counties of the recently completed Region 5 Workforce Council which was designed to be consistent with the nine labor market areas of the geographic region.

5. Provide assurance that the existing and prospective career employment opportunities and educational/technical educational resources within the proposed local workforce development area will be enhanced.

**Response:**

In conjunction with the Regional (Governor’s) Workforce Council the local board will identify in-demand industry sectors and/or occupations within the area to promote the

delivery of work-relevant training by the postsecondary (2-year) colleges within the local workforce development area. The Board will work closely with both secondary and postsecondary education agencies in the local area to identify and develop career pathway training opportunities leading to employment opportunities available within the local area targeting either in-demand industry sectors or occupations.

6. Indication that public/private transportation resources and transportation arteries within the proposed local workforce development area are sufficient to accommodate the commuting requirements of individuals seeking to obtain educational/technical educational services assistance under the Workforce Innovation and Opportunity Act.

**Response:**

Public transportation is available only within the major urban centers within the local area, with very limited availability for individuals residing outside those areas. WIOA Youth providers typically provide either bus tokens or gas cards for participants of those programs. Individuals enrolled in a WIOA funded Individual Training Account (scholarship) are required to also apply for Pell grant funds which can be used by these students to pay transportation costs associated with commuting to training.

7. Indication of education leaders, business leaders, and local government officials prepared to actively participate in the conduct of local workforce development board administrative activities related to planning, execution, and management of activities within the proposed local workforce development area.

**Response:**

The Chief Elected Official in each of the counties located within the Area are in agreement

with the establishment of the local WIOA Area and have signed this application. In

addition, local educational entities are prepared to assist in the delivery of training

services to assist the WIOA clients to obtain entry level employment in occupations in

high demand within the area.

Attachment 1  
Directive No. PY2014-05, Change 02  
Central AlabamaWorks!

8. Indication of the administrative capacity of the proposed local workforce development area to adequately safeguard funds, which it may be awarded, and to conduct workforce development activities, pending the finalization of such designation.

**Response:**

The Alabama Department of Commerce Workforce Development Division will be the administrative entity for the Central AlabamaWorks! Local Area. The Alabama Department of Commerce, Workforce Development Division has many decades of experience as administrative entity for federal workforce development grants such as the Comprehensive Employment Training Act (CETA), Job Training Partnership Act(JTPA), Workforce Investment Act (WIA), and Workforce Innovation and Opportunity Act (WIOA).

9. Indication of the available Federal and non-Federal resources necessary to effectively administer activities under Subtitle B and other applicable provisions of the Act. Resources beyond the ten (10) percent allowed for administrative expenditures allotted to local areas.

**Response:**

The Workforce Development Division of the Alabama Department of Commerce has State of Alabama funding, as needed, to offset any shortages in WIOA Administrative (10%) Funds.

10. Indication that the proposed local workforce development area is "consistent with the regional economic development areas in the state."

**Response:**

The on-going formation of the seven local workforce areas matches the recently completed seven State Regional Workforce Councils which were designed to be consistent to economic development areas and commuting patterns. The Central AlabamaWorks! Local Area directly aligns with the Region 5 Workforce Council.



11. The local area plans to adhere to the restriction on the local board not directly providing training services, or being certified as a One-Stop Operator. If plans include requesting a waiver or the necessary approvals to perform these functions, an outline is needed for the basis of making either request.

**Response:**

The local plan has not yet been established. The local plan will be created once local area designation has been approved. It is not anticipated a waiver for the approval of the local board to provide training will be requested.

12. Any endorsements or opposing statements to this application from WIOA required partners or other interested parties.

**Response:**

All of the WIOA required partners are prepared to partner in the delivery of WIOA services

through the Career Centers (One-Stops) within the local area. A Memorandum of

Understanding (MOU) will be developed in compliance with requirements of the WIOA

legislation, to include ALL partners located within the area.

13. Other information the applicant would like the State Board to consider.

**Response:**

The local area Board will work closely with the already established Regional Workforce

Council to coordinate in the targeting and delivery of training to meet the needs of

identified industry clusters and in-demand occupations which will meet the

employment/hiring demands for local employers and industry clusters.

## **Duration**

Duration is at the recommendation of the State Board and the discretion of the Governor. Initial designation under this category shall be for a period of not more than two years, which is consistent with other types of designation.

## **Assessment of the Application**

Once a completed application is received, the State Board, in collaboration with the appropriate staff from the Workforce Development Division (WDD), will verify the information provided in the application. The State Board will use the results of this assessment to determine whether to recommend approval or denial of the application.

The Local Chief Elected Official will be notified in writing regarding the approval or denial of its initial designation application. If denied, the Local Chief Elected Official may contest the decision using the appeal process below.

## **State Appeals Process**

WIOA Section 106(b)(5) states that a unit of general local government (including a combination of such units) or grant recipient that requests but is not granted designation as a local area under WIOA Section 106(b)(2) (initial designation) or Section 106(b)(3) (subsequent designation) may submit an appeal to the State Board under an appeal process established in the State Plan. If the appeal does not result in such a designation, the appeal may be submitted to the Secretary of Labor. A decision by the State Board and Governor to deny a request from a unit of general local government or a combination of such units, that does not meet the criteria for initial designation, under Section 106(b)(2), or for subsequent designation, under Section 106(b)(3), e.g. a request to be designated per "Designation on Recommendation of State Board and Approval of Governor" per Section 106(b)(4), is not appealable.

- Within ten working days of providing notice of their intent to file an appeal, the appellant must submit their rebuttal package stating the grounds for the appeal and state the reasons why the appellant should be initially designated via certified mail to the Alabama Department of Commerce, Workforce Development Division, State Workforce Development Board, Post Office Box 304103, Montgomery, Alabama 36130-4103. This rebuttal package should address all issues raised or questions asked by the State Board in rendering their decision and indicate if a formal hearing is requested. The appellant may be asked to provide additional information/documentation.
- The WDD staff will work in conjunction with the State Board to expedite review of a designation appeal and to schedule a formal hearing, if requested, before the State Board. Efforts will be made by WDD staff to enable Board members to review the



appeal informally, i.e., via e-mail or mail outs, or, if the situation warrants, the Board may be convened by the Governor in advance of a scheduled meeting date in order that the appeal might be heard.

- The goal is for any appeal to be resolved within 30 days of the filing of such appeal with the Board, through the WDD (Alabama Department of Commerce).
- If the appeal to the State Board does not result in designation, the appellant, if appealing an initial designation under WIOA Section 106(b)(2) or subsequent designation under Section 106(b)(3), may request review by the Secretary of Labor. An appeal to the Secretary must be submitted by the appellant or grant recipient no later than 30 days after receipt of written notification from the State Board that the appeal has been denied. Appeals must be submitted by certified mail, return receipt requested, to the Secretary, U.S. Department of Labor, Washington, DC 20210, Attention: Assistant Secretary, Employment and Training Administration. A copy of the appeal must be simultaneously provided to the State Board.
- If the Secretary determines that the appellant was not accorded procedural rights under the appeal process established under the above section, or that the area meets the requirements for initial or subsequent designation in WIOA Section 106(b)(2) or 106(b)(3), the Secretary may require that the area be designated as a workforce development area. The Secretary must issue a written decision to the Governor.

### **Regional Planning and Cooperation**

Pursuant to Section 106(a) Regions – Before the second full program year after the date of enactment of the Act (July 22, 2014), in order for a State to receive an allotment under Section 127(b) or 132(b) and as part of the process for developing the State Plan, a State shall identify regions in the State after consultation with the local boards and chief elected officials in the local areas and consistent with the considerations described in Section 106(b)(1)(B).

Additionally, the State may require information sharing among local areas to improve their performance in the designated regions on local performance measures and to coordinate programs and activities under WIOA Title I. The State may also require regional coordination in service delivery.

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF CHIEF LOCAL ELECTED OFFICIALS AGREEMENT—CENTRAL ALABAMA WORKS WITHOUT THE OBLIGATION OF FUNDING. UNANIMOUSLY APPROVED 2840

OFFICE OF THE GOVERNOR

KAY IVEY  
GOVERNOR



COPY

STATE CAPITOL  
MONTGOMERY, ALABAMA 36130

(334) 242-7100  
FAX: (334) 242-3282

STATE OF ALABAMA

May 12, 2017

Mr. Mickey A. Hutto, Operations Manager  
Governor's Local Workforce Areas  
Alabama Department of Commerce  
Workforce Development Division  
Post Office Box 304103  
Montgomery, Alabama 36130-4103

Dear Mr. Hutto:

RE: Designation of Central Alabama Works! Local Workforce Development Area

In accordance with the Workforce Innovation and Opportunity Act (WIOA), Section 106(b)(4), the Governor may approve a request for a local workforce development area designation from any unit of general local government or combination of such units if the State WIOA Board recommends to the Governor that such area should be so designated from applications submitted, which have successfully addressed the following requirements:

- are consistent with labor market areas in the State (Section 106(b)(1)(B)(i));
- are consistent with regional economic development areas in the State (Section 106(b)(1)(B)(ii)); and
- have available the Federal and non-Federal resources necessary to effectively administer activities under subtitle B and other applicable provisions of this Act, including whether the areas have the appropriate education and training providers such as institutions of higher education and area career and technical education schools (Section 106(b)(1)(B)(iii)).

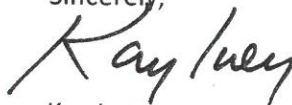
At the May 9, 2017 State WIOA Board meeting, the Board approved a Motion of Recommendation for my approval of the Central Alabama Partnership for Training and Employment, Local Workforce Development Area's application for designation as a local workforce development area consisting of thirteen counties (Autauga, Bullock, Chambers, Coosa, Dallas, Elmore, Lee, Lowndes, Macon, Montgomery, Perry, Russell, and Tallapoosa).

Based on the proposed local workforce development area's application for designation, approved by each Chief Local Elected Official for each of the thirteen counties, and the Recommendation of the State WIOA Board, I hereby approve the request for designation in accordance with Section 106(b)(4) of the Workforce Innovation and Opportunity Act.



I, as Governor, appreciate the work and cooperation of the County Commissions and the Chief Local Elected Officials in all thirteen counties as we move forward to more successfully addressing the workforce needs of employers in your area through providing relevant (to your area) workforce skills training to eligible Alabamians. If you should have any questions, please contact Bill Hornsby, Supervisor, Workforce Development Division, State Programs, Planning, and Divisional Budget Management Section at (334) 242-5847 or via email: [bill.hornsby@commerce.alabama.gov](mailto:bill.hornsby@commerce.alabama.gov).

Sincerely,



Kay Ivey  
Governor

KI:BEH:kcs

c:

Jay Thompson, Commission Chair - Autauga  
Ronald W. Smith, Commission Chair - Bullock  
Debbie Wood, Commission Chair - Chambers  
Todd Adams, Commission Chair - Coosa  
Kimbrough Ballard, Commission Chair / Probate Judge - Dallas  
Troy Stubbs, Commission Chair - Elmore  
Bill English, Commission Chair / Probate Judge - Lee  
Carnell McAlpine, Commission Chair - Lowndes  
Louis Maxwell, Commission Chair - Macon  
Elton N. Dean, Commission Chair - Montgomery  
Ronald W. Miller, Commission Chair - Perry  
Peggy Martin, Commission Chair - Russell  
John McKelvey, Commission Chair - Tallapoosa

RECEIVED  
COOSA COMMISSION

MAY 18 2017

PO BOX 10

## Workforce Innovation and Opportunity Act Local Area Designation Policy

**Purpose:** To provide Local Elected Officials with the State's procedures for the submission of local area designation requests to the Alabama Department of Commerce, Workforce Development Division (WDD) acting on the behalf of the Governor.

**Reference:** The Workforce Innovation and Opportunity Act, Chapter 2-Local Provisions, Section 106, Local Workforce Development Areas.

**Effective Date:** This policy is in effect for Program Year 2015 implementation of the Workforce Innovation and Opportunity Act and subsequent redesignation.

**Background:** The Workforce Innovation and Opportunity Act requires the Governor to designate local workforce investment areas within the state through consultation with the State Board and after consultation with the chief elected officials and comments received through the public comment process as described in Section 102(b)(2)(E)(ii)(II). In making the designation of local areas, the Governor must give considerations, except for those local areas described in Section 106(b)(2), Initial Designation and 106(b)(3), Subsequent Designation, consisting of the extent to which the areas:

- are consistent with labor market areas in the State (Section 106(b)(1)(B)(i));
- are consistent with regional economic development areas in the State (Section 106(b)(1)(B)(ii)); and
- have available the Federal and non-Federal resources necessary to effectively administer activities under subtitle B and other applicable provisions of this Act, including whether the areas have the appropriate education and training providers such as institutions of higher education and area career and technical education schools (Section 106(b)(1)(B)(iii)).

Section 106 of the Act provides for three types of designation: (1) initial designation, (2) subsequent designation, and (3) designation on Recommendation of the State Board. The Governor shall approve requests for initial and subsequent designation submitted by chief elected officials, provided the area under consideration meets the applicable eligibility criteria. Under the third designation type, the Governor may choose to approve such requests from chief elected officials on Recommendation from the State Board.

1. **Initial Designation (Section 106(b)(2)):** During the first two (2) full program years following the date of enactment of this Act, the Governor shall approve a request for initial designation<sup>4</sup> as a local area from any area that was designated as a local area for purposes of the Workforce Investment Act of 1998 for the two-year period preceding the date of enactment of this Act, performed successfully, and sustained fiscal integrity.
  - A. "The term **"performed successfully,"** as defined in Training and Employment Guidance Letter (TEGL) Number 27-14, dated April 15, 2105 means "that the local area met or exceeded the levels of performance the Governor negotiated with the Local Board and chief elected official, and the local area has not failed any individual measure for the last two (2) consecutive program years before the enactment of WIOA. The terms "met or exceeded" and "failure" must be defined by the Governor in the State's policy consistent with how those terms were defined at the time the performance levels were negotiated. When designating local areas, the Governor may not retroactively apply any higher WIOA threshold to performance negotiated and achieved under WIA." (This means the same measure for two years in a row, not any measure in the two-year period.)
    - **Exceeds** – When the actual performance achieved against an individual performance measure is in excess of 100 percent of the negotiated level of performance for the measure (per TEGL 25-13).
    - **Met** – When the actual performance achieved against an individual performance measure falls in the range of 80 to 100 percent of the negotiated level of performance for the measure (per TEGL 25-13).
    - **Fails** – When the actual performance achieved against an individual performance measure is less than 80 percent of the negotiated level of performance (per TEGL 25-13).
  - B. "The term **"sustained fiscal integrity,"** per Section 106(e)(2) as used with respect to a local area, means that the Secretary has not made a formal determination, during either of the last two (2) consecutive years preceding the determination regarding such integrity, that either the grant recipient or the administrative entity of the area misexpended funds provided under subtitle B (or, if applicable, Title I of the Workforce Investment Act of 1998 as in effect prior to the effective date of such subtitle B) due to willful disregard of the requirements of the provision involved, gross negligence, or failure to comply with accepted standards of administration."



**Attachment 1**  
**Directive No. PY2014-05, Change 02**  
**Central AlabamaWorks!**

2. **Subsequent Designation (Section 106(b)(3)):** After the period for which a local area is initially designated per Section 106(b)(2), the Governor shall approve a request for subsequent designation as a local area from such local area, if such area – performed successfully (Section 106(b)(3)(A)); sustained fiscal integrity (Section 106(b)(3)(B)); and in the case of a local area in a planning region, met the requirements described at Section 106(c)(1).
  
3. **Duration and Subsequent Designation:** An initial designation shall be for a period of not more than two full program years, after which the designation shall be extended, if requested and if the Governor determines that, during the designation period, the area:
  - A. performed successfully;
  - B. sustained fiscal integrity; and
  - C. in the case of a local area in a planning region, met the requirements in Section 106 (c)(1) of the Act.
  
4. **Designation on Recommendation of State Board and Approval of Governor:** Designation under this category is at the Governor's discretion. The Governor **may** approve (per Section 106 (b)(4)) a request for a local area designation from any unit of general local government or combination of such units if the State Board recommends to the Governor, taking into account the general considerations previously outlined under the "Background" of this policy, that such area should be so designated from applications submitted through the process described below:

**Information on Applying Under the State Board Recommendation and Approval of the Governor (Item Number 4 Above)**

Any unit of local government or a combination of such units requesting designation under this category per Section 106(b)(4) must at a minimum address the following as related to the proposed local workforce development area:

1. Name, title, and original signature of Chief Local Elected Official(s) representing the unit(s) of local government filing the petition for WIOA local workforce development area designation with the State Board.

**Response:** See the CLEO Agreement.

2. Specific indication of the geographic area (Alabama counties) to be served by the proposed local workforce development area.

**Response:** Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell Counties.

3. Identification of existing education and training providers, such as institutions of higher education and area career and technical education schools within the proposed local workforce development area. Additionally, indicate, for each identified local education agency, the counties primarily served by such agencies.

**Response:**

Alabama State University - Statewide

Auburn University - Statewide

Auburn University at Montgomery - Statewide

Central Alabama Community College – Coosa and Tallapoosa Counties Chattahoochee

Valley Community College – Lee, Macon, and Russell Counties

H. Council Trenholm State Community College – Bullock, Elmore, Macon, and

Montgomery Counties

Southern Union State Community College – Chambers and Lee Counties

Wallace Community College Selma – Dallas, Lowndes, and Perry Counties

4. Indication that the proposed local workforce development area is consistent “...with labor market areas...” means the proposed local workforce development area will not “break-up” an existing labor market area.

**Response:**

The counties represented within this local workforce area matches the counties of the recently completed Region 5 Workforce Council which was designed to be consistent with the nine labor market areas of the geographic region.

5. Provide assurance that the existing and prospective career employment opportunities and educational/technical educational resources within the proposed local workforce development area will be enhanced.

**Response:**

In conjunction with the Regional (Governor’s) Workforce Council the local board will identify in-demand industry sectors and/or occupations within the area to promote the



delivery of work-relevant training by the postsecondary (2-year) colleges within the local workforce development area. The Board will work closely with both secondary and postsecondary education agencies in the local area to identify and develop career pathway training opportunities leading to employment opportunities available within the local area targeting either in-demand industry sectors or occupations.

6. Indication that public/private transportation resources and transportation arteries within the proposed local workforce development area are sufficient to accommodate the commuting requirements of individuals seeking to obtain educational/technical educational services assistance under the Workforce Innovation and Opportunity Act.

**Response:**

Public transportation is available only within the major urban centers within the local area, with very limited availability for individuals residing outside those areas. WIOA Youth providers typically provide either bus tokens or gas cards for participants of those programs. Individuals enrolled in a WIOA funded Individual Training Account (scholarship) are required to also apply for Pell grant funds which can be used by these students to pay transportation costs associated with commuting to training.

7. Indication of education leaders, business leaders, and local government officials prepared to actively participate in the conduct of local workforce development board administrative activities related to planning, execution, and management of activities within the proposed local workforce development area.

**Response:**

The Chief Elected Official in each of the counties located within the Area are in agreement with the establishment of the local WIOA Area and have signed this application. In addition, local educational entities are prepared to assist in the delivery of training services to assist the WIOA clients to obtain entry level employment in occupations in high demand within the area.



8. Indication of the administrative capacity of the proposed local workforce development area to adequately safeguard funds, which it may be awarded, and to conduct workforce development activities, pending the finalization of such designation.

**Response:**

The Alabama Department of Commerce Workforce Development Division will be the administrative entity for the Central AlabamaWorks! Local Area. The Alabama Department of Commerce, Workforce Development Division has many decades of experience as administrative entity for federal workforce development grants such as the Comprehensive Employment Training Act (CETA), Job Training Partnership Act(JTPA), Workforce Investment Act (WIA), and Workforce Innovation and Opportunity Act (WIOA).

9. Indication of the available Federal and non-Federal resources necessary to effectively administer activities under Subtitle B and other applicable provisions of the Act. Resources beyond the ten (10) percent allowed for administrative expenditures allotted to local areas.

**Response:**

The Workforce Development Division of the Alabama Department of Commerce has State of Alabama funding, as needed, to offset any shortages in WIOA Administrative (10%) Funds.

10. Indication that the proposed local workforce development area is "consistent with the regional economic development areas in the state."

**Response:**

The on-going formation of the seven local workforce areas matches the recently completed seven State Regional Workforce Councils which were designed to be consistent to economic development areas and commuting patterns. The Central AlabamaWorks! Local Area directly aligns with the Region 5 Workforce Council.

11. The local area plans to adhere to the restriction on the local board not directly providing training services, or being certified as a One-Stop Operator. If plans include requesting a waiver or the necessary approvals to perform these functions, an outline is needed for the basis of making either request.

**Response:**

The local plan has not yet been established. The local plan will be created once local area designation has been approved. It is not anticipated a waiver for the approval of the local board to provide training will be requested.

12. Any endorsements or opposing statements to this application from WIOA required partners or other interested parties.

**Response:**

All of the WIOA required partners are prepared to partner in the delivery of WIOA services through the Career Centers (One-Stops) within the local area. A Memorandum of Understanding (MOU) will be developed in compliance with requirements of the WIOA legislation, to include ALL partners located within the area.

13. Other information the applicant would like the State Board to consider.

**Response:**

The local area Board will work closely with the already established Regional Workforce Council to coordinate in the targeting and delivery of training to meet the needs of identified industry clusters and in-demand occupations which will meet the employment/hiring demands for local employers and industry clusters.

**Duration**



Duration is at the recommendation of the State Board and the discretion of the Governor. Initial designation under this category shall be for a period of not more than two years, which is consistent with other types of designation.

### **Assessment of the Application**

Once a completed application is received, the State Board, in collaboration with the appropriate staff from the Workforce Development Division (WDD), will verify the information provided in the application. The State Board will use the results of this assessment to determine whether to recommend approval or denial of the application.

The Local Chief Elected Official will be notified in writing regarding the approval or denial of its initial designation application. If denied, the Local Chief Elected Official may contest the decision using the appeal process below.

### **State Appeals Process**

WIOA Section 106(b)(5) states that a unit of general local government (including a combination of such units) or grant recipient that requests but is not granted designation as a local area under WIOA Section 106(b)(2) (initial designation) or Section 106(b)(3) (subsequent designation) may submit an appeal to the State Board under an appeal process established in the State Plan. If the appeal does not result in such a designation, the appeal may be submitted to the Secretary of Labor. A decision by the State Board and Governor to deny a request from a unit of general local government or a combination of such units, that does not meet the criteria for initial designation, under Section 106(b)(2), or for subsequent designation, under Section 106(b)(3), e.g. a request to be designated per "Designation on Recommendation of State Board and Approval of Governor" per Section 106(b)(4), is not appealable.

- Within ten working days of providing notice of their intent to file an appeal, the appellant must submit their rebuttal package stating the grounds for the appeal and state the reasons why the appellant should be initially designated via certified mail to the Alabama Department of Commerce, Workforce Development Division, State Workforce Development Board, Post Office Box 304103, Montgomery, Alabama 36130-4103. This rebuttal package should address all issues raised or questions asked by the State Board in rendering their decision and indicate if a formal hearing is requested. The appellant may be asked to provide additional information/documentation.
- The WDD staff will work in conjunction with the State Board to expedite review of a designation appeal and to schedule a formal hearing, if requested, before the State Board. Efforts will be made by WDD staff to enable Board members to review the appeal informally, i.e., via e-mail or mail outs, or, if the situation warrants, the Board may be



convened by the Governor in advance of a scheduled meeting date in order that the appeal might be heard.

- The goal is for any appeal to be resolved within 30 days of the filing of such appeal with the Board, through the WDD (Alabama Department of Commerce).
- If the appeal to the State Board does not result in designation, the appellant, if appealing an initial designation under WIOA Section 106(b)(2) or subsequent designation under Section 106(b)(3), may request review by the Secretary of Labor. An appeal to the Secretary must be submitted by the appellant or grant recipient no later than 30 days after receipt of written notification from the State Board that the appeal has been denied. Appeals must be submitted by certified mail, return receipt requested, to the Secretary, U.S. Department of Labor, Washington, DC 20210, Attention: Assistant Secretary, Employment and Training Administration. A copy of the appeal must be simultaneously provided to the State Board.
- If the Secretary determines that the appellant was not accorded procedural rights under the appeal process established under the above section, or that the area meets the requirements for initial or subsequent designation in WIOA Section 106(b)(2) or 106(b)(3), the Secretary may require that the area be designated as a workforce development area. The Secretary must issue a written decision to the Governor.

### **Regional Planning and Cooperation**

Pursuant to Section 106(a) Regions – Before the second full program year after the date of enactment of the Act (July 22, 2014), in order for a State to receive an allotment under Section 127(b) or 132(b) and as part of the process for developing the State Plan, a State shall identify regions in the State after consultation with the local boards and chief elected officials in the local areas and consistent with the considerations described in Section 106(b)(1)(B).

Additionally, the State may require information sharing among local areas to improve their performance in the designated regions on local performance measures and to coordinate programs and activities under WIOA Title I. The State may also require regional coordination in service delivery.

State of Alabama  
Workforce Innovation and Opportunity Act  
Application for Local Workforce Development Area Designation

Applicant Information:

1. Chief Elected Official(s)\*

Name: Todd Adams County: Coosa

Title: Coosa County Commission Chairman

---

Name: John McKelvey County: Tallapoosa

Title: Tallapoosa County Commission Chairman

---

Name: Joe Blanks County: Chambers

Title: Chambers County Commission Chairman

---

Name: Jay Thompson County: Autauga

Title: Autauga County Commission Chairman

---

Name: Ronald Miller County: Perry

Title: Perry County Commission Chairman

---

Attachment 2  
Directive No. PY2014-05, Change 02  
Central AlabamaWorks!

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Name: Troy Stubbs County: Elmore

Title: Elmore County Commission Chairman

---

Name: Bill English County: Lee

Title: Lee County Commission Chairman/Probate Judge

---

Name: Kimbrough Ballard County: Dallas

Title: Dallas County Commission Chairman/Probate Judge

---

Name: Carnell McAlpine County: Lowndes

Title: Lowndes County Commission Chairman

---

Name: Elton Dean County: Montgomery

Title: Montgomery County Commission Chairman

---



Name: Ronald Smith County: Bullock

Title: Bullock County Commission Chairman

---

Name: Louis Maxwell County: Macon

Title: Macon County Commission Chairman

---

Name: Peggy Martin County: Russell

Title: Russell County Commission Chairman

---

Name: Kay Ivey

Title: Governor, State of Alabama

Name of Local Governmental Unit(s): Alabama Department of Commerce  
(Designated Grant Recipient per completed Chief Local Elected Officials Agreement)

Address: 401 Adams Avenue / Post Office Box 304103 / Montgomery / Alabama / 36130-4103

---

Phone Number/Fax Number: (334) 242-5300 / (334) 242-5855

---

2. Administrative Contact

Name: Mickey A. Hutto

---

Title: Operations Manager, Governors Local Workforce Areas

---

Organization: Alabama Department of Commerce/Workforce Development Division

Address: 401 Adams Avenue / Post Office Box 304103 / Montgomery / Alabama / 36130-4103

---

Phone Number/Fax Number: (334) 242-5886 / (242) 242-5855

---

E-Mail Address: mickey.hutto@commerce.alabama.gov

---

3. Proposed Local Area and Contact Information:

a. Identify the proposed local area: Counties of: Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell.

b. Contact name, title, phone and fax numbers, and e-mail address:

Mickey A. Hutto, Operations Manager, Governors Local Workforce Areas

(334) 242-5886

mickey.hutto@commerce.alabama.gov

4. For combination of units, identify your governance structure (e.g. Joint Agreements or Memorandum of Agreement between units). NOTE: In the case in which a proposed local area includes more than one (1) unit of general local government, the Chief Elected Officials of such units should all sign the Local Elected Officials Agreement (Attachment 3) that specifies the respective roles of the individual Chief Elected Officials. A fully executed copy should be attached to the application.

See attached fully executed Chief Local Elected Officials (CLEO) Agreement

5. Category Under Which Designation is Being Requested:

Please check one of the boxes below:

- ☐ Initial Designation (Two years maximum duration)  
☐ Subsequent Designation (proceed to #7)  
☒ State Board Recommendation and Governor Approval (proceed to #7)

6. For Initial and Subsequent Designation

Local areas requesting designation under this category must satisfy the following requirements:

- Met or exceeded the adjusted levels of performance for primary indicators of performance described in Section 116(b)(2)(A) (or if applicable, core indicators of performance described in Section 136(b)(2)(A) of the Workforce Investment Act of 1998, as in effect the day before the date of enactment of this Act) for each of the last two (2) consecutive years for which data are available preceding the determination of performance under this paragraph (Section 106(e)(1)). This pertains to successful performance for Program Years 2012 and 2013 for Initial Designation and to appropriate program years for Subsequent Designation. (This means a local area has achieved at least 80 percent of their local performance goal on each performance measure for Program Year 2012 and Program Year 2013 as stated in Section 106(e)(1) of the WIOA.)

- Sustained financial integrity for the last two (2) consecutive years for which data are available (Program Years 2012 and 2013 for Initial Designation and to appropriate program years for Subsequent Designation.). See the WIOA Section 106(e)(2) for details.

Note: The signature of the chief elected official on this application certifies that the local area has met the performance and fiscal integrity requirements for this category. Compliance with these requirements will be independently verified by the State prior to designation under this category. (Proceed to 8.)

7. For State Board Recommendation and Governor's Approval Only

Local areas requesting designation under this category must provide information on the following:

- a. Geographic areas served by local educational agencies and intermediate educational agencies.

Response:

The counties of Autauga, Bullock, Chambers, Coosa, Dallas, Elmore, Lee, Lowndes, Macon, Montgomery, Perry, Russell, and Tallapoosa feature twenty-one local and intermediate educational agencies.

- b. Geographic areas served by post-secondary educational institutions and area career and technical education schools per Section 106(b)(1)(B)(iii).

Response:

The Central AlabamaWorks! Local Area consists of the counties of Autauga, Bullock, Chambers, Coosa, Dallas, Elmore, Lee, Lowndes, Macon, Montgomery, Perry, Russell, and Tallapoosa. This area contains eleven public post-secondary educational institutions and career technical education schools:

Alabama State University

Auburn University

Auburn University at Montgomery



(10%) Funds.

- 2) Identify the labor market area(s) within the local area and indicate the local area's consistency with the labor market area(s) per Section 106(b)(1)(B)(i).

**Response:**

The Central AlabamaWorks! Local Area is consistent with the nine labor market areas within the geographic area. Those labor market areas are:

Auburn-Opelika AL Metropolitan

Bullock County, AL

Columbus GA-AL Metropolitan

Montgomery, AL Metropolitan

Perry County, AL

Selma, AL Micropolitan

Talladega-Sylacauga AL Metropolitan

Tallapoosa County, AL

Valley, AL Micropolitan

- 3) Identify the required economic development area(s) within the local area and indicate the local area's consistency with the required economic development area(s) per Section 106(b)(1)(B)(ii).

**Response:**

The on-going formation of the seven local workforce areas matches the recently completed seven State Regional Workforce Councils which were designed to be consistent to economic development areas and commuting patterns. The Central AlabamaWorks! Local Area directly aligns with the Region 5 Workforce Council.

Montgomery, AL Metropolitan

Perry County, AL

Selma, AL Micropolitan

Talladega-Sylacauga AL Metropolitan

Tallapoosa County, AL

Valley, AL Micropolitan

- 3) Identify the required economic development area(s) within the local area and indicate the local area's consistency with the required economic development area(s) per Section 106(b)(1)(B)(ii).

**Response:**

The on-going formation of the seven local workforce areas matches the recently completed seven State Regional Workforce Councils which were designed to be consistent to economic development areas and commuting patterns. The Central AlabamaWorks! Local Area directly aligns with the Region 5 Workforce Council.

- 4) The local area has the appropriate education and training providers such as institutions of higher education and area career and technical education schools per Section 106(b)(1)(B)(iii).

**Response:**

The Central AlabamaWorks! Local Area features eight public post-secondary educational institutions and career technical education schools. Those eleven schools and institutions are listed at section 7 (b)

8. Signature of Chief Elected Official(s)\*

Todd J. Adams  
Signature – Coosa County

3-14-17  
Date

Todd Adams, Coosa County Commission Chairman  
Printed Name and Title

3-13-17

Date

Signature – Chambers County

Date \_\_\_\_\_

Joe Blanks, Chambers County Commission Chairman  
Printed Name and Title

Signature – Autauga County

Date \_\_\_\_\_

Jay Thompson, Autauga County Commission Chairman  
Printed Name and Title

Signature – Perry County

Date \_\_\_\_\_

Ronald Miller, Perry County Commission Chairman  
Printed Name and Title



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Signature – Tallapoosa County

---

Date

Todd McKelvey, Tallapoosa County Commission Chairman  
Printed Name and Title

---

---

Signature – Chambers County

---

Date

Debbie Wood, Chambers County Commission Chairman  
Printed Name and Title

---

---

Signature – Autauga County

---

Date

Jay Thompson, Autauga County Commission Chairman  
Printed Name and Title

---

---

Signature – Perry County

---

Date

Ronald Miller, Perry County Commission Chairman  
Printed Name and Title

---

Signature – Tallapoosa County

Date

Todd McKelvey, Tallapoosa County Commission Chairman  
Printed Name and Title

---

Signature – Chambers County

Date

Joe Blanks, Chambers County Commission Chairman  
Printed Name and Title

---

 Signature – Autauga County

03-07-17  
Date

Jay Thompson, Autauga County Commission Chairman  
Printed Name and Title

---

Signature – Perry County

Date

Ronald Miller, Perry County Commission Chairman  
Printed Name and Title

---

Ronald W. Miller 3-24-17  
Signature – Perry County Date

Ronald W. Miller Chairman  
Printed Name and Title

---

---

Signature – Elmore County Date

---

Printed Name and Title

---

---

Signature – Lee County Date

---

Printed Name and Title

---

---

Signature – Dallas County Date

---

Printed Name and Title

---



  
Signature – Elmore County

3.2.17  
Date

Troy Stubbs, Elmore County Commission Chairman  
Printed Name and Title

\_\_\_\_\_

\_\_\_\_\_  
Signature – Lee County

\_\_\_\_\_  
Date

Bill English, Lee County Commission Chairman/Probate Judge  
Printed Name and Title

\_\_\_\_\_

\_\_\_\_\_  
Signature – Dallas County

\_\_\_\_\_  
Date

Kimbrough Ballard, Dallas County Commission Chairman/Probate Judge  
Printed Name and Title

\_\_\_\_\_

\_\_\_\_\_  
Signature – Lowndes County

\_\_\_\_\_  
Date

Carnell McAlpine, Lowndes County Commission Chairman  
Printed Name and Title

\_\_\_\_\_

\_\_\_\_\_

Name: Troy Stubbs County: ElmoreTitle: Elmore County Commission ChairmanName: Bill English *Bill English* County: LeeTitle: Lee County Commission Chairman/Probate JudgeName: Kimbrough Ballard County: DallasTitle: Dallas County Commission Chairman/Probate JudgeName: Carnell McAlpine County: LowndesTitle: Lowndes County Commission ChairmanName: Elton Dean County: MontgomeryTitle: Montgomery County Commission ChairmanName: Ronald Smith County: BullockTitle: Bullock County Commission Chairman

\_\_\_\_\_  
Signature – Elmore County

\_\_\_\_\_  
Date

Troy Stubbs, Elmore County Commission Chairman  
Printed Name and Title

\_\_\_\_\_

\_\_\_\_\_  
Signature – Lee County

\_\_\_\_\_  
Date

Bill English, Lee County Commission Chairman/Probate Judge  
Printed Name and Title

\_\_\_\_\_

  
Signature – Dallas County

3/2/2017  
Date

Kimbrough Ballard, Dallas County Commission Chairman/Probate Judge  
Printed Name and Title

\_\_\_\_\_

\_\_\_\_\_  
Signature – Lowndes County

\_\_\_\_\_  
Date

Carnell McAlpine, Lowndes County Commission Chairman  
Printed Name and Title

\_\_\_\_\_

\_\_\_\_\_



\_\_\_\_\_  
Signature – Elmore County\_\_\_\_\_  
DateTroy Stubbs, Elmore County Commission Chairman  
Printed Name and Title  
  
\_\_\_\_\_\_\_\_\_\_  
Signature – Lee County\_\_\_\_\_  
DateBill English, Lee County Commission Chairman/Probate Judge  
Printed Name and Title  
  
\_\_\_\_\_\_\_\_\_\_  
Signature – Dallas County\_\_\_\_\_  
DateKimbrough Ballard, Dallas County Commission Chairman/Probate Judge  
Printed Name and Title  
  
\_\_\_\_\_Carnell McAlpine  
Signature – Lowndes County3/27/17  
DateCarnell McAlpine, Lowndes County Commission Chairman  
Printed Name and Title  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

Signature – Montgomery County

Date

Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title

Signature – Bullock County

Date

Ronald Smith, Bullock County Commission Chairman  
Printed Name and Title

Signature – Macon County

Date

Louis Maxwell, Macon County Commission Chairman  
Printed Name and Title

  
Signature – Russell County

April 12<sup>th</sup>, 2017  
Date

Peggy Martin, Russell County Commission Chairman  
Printed Name and Title

Signature – Governor, State of Alabama

Date

*Elton N. Dean, Sr.*

Signature – Montgomery County

Date

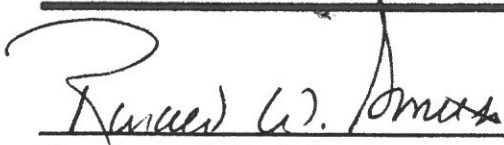
Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title\_\_\_\_\_  
Signature – Bullock County\_\_\_\_\_  
DateRonald Smith, Bullock County Commission Chairman  
Printed Name and Title\_\_\_\_\_  
Signature – Macon County\_\_\_\_\_  
DateLouis Maxwell, Macon County Commission Chairman  
Printed Name and Title\_\_\_\_\_  
Signature – Russell County\_\_\_\_\_  
DatePeggy Martin, Russell County Commission Chairman  
Printed Name and Title\_\_\_\_\_  
Signature – Governor, State of Alabama\_\_\_\_\_  
DateRobert Bentley, Governor



Signature – Montgomery County

Date

Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title

  
Signature – Bullock County

2/23/17  
Date

Ronald Smith, Bullock County Commission Chairman  
Printed Name and Title

Signature – Macon County

Date

Louis Maxwell, Macon County Commission Chairman  
Printed Name and Title

Signature – Russell County

Date

Peggy Martin, Russell County Commission Chairman  
Printed Name and Title

Signature – Governor, State of Alabama

Date

Robert Bentley, Governor

Signature – Montgomery County

Date

Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title

Signature – Bullock County

Date

Ronald Smith, Bullock County Commission Chairman  
Printed Name and Title

Signature – Macon County

Date

Louis Maxwell, Macon County Commission Chairman  
Printed Name and Title

Signature – Russell County

Date

Peggy Martin, Russell County Commission Chairman  
Printed Name and Title

Signatur

ma

Date

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Signature – Russell County

Date

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Printed Name and Title

---

Signature – Governor, State of Alabama

Date

Kay Ivey, Governor

Printed Name and Title

Please submit the completed application and completed CLEO Agreement if applicable to:

Alabama Department of Commerce  
Workforce Development Division  
Attention: State Workforce Development Board  
Post Office Box 304103  
Montgomery, Alabama 36130-4103

**Note:**

*This agreement shall remain in full force and effect without regard to a change in office of any official who signed this agreement on behalf of a county which is a party to the agreement. Further, a change in office by an official of any such county, due to a rotating assignment such as the President or Chairperson of any particular County Commission or other circumstances, does not require execution of a successor agreement or other administrative action in order to keep this agreement in full force and effect.*

*\*Attach additional sheets if necessary.*



## Chief Local Elected Officials Agreement

### Request for Initial Designation of

Local Workforce Development Area: Central Alabama Works!

(Name)

The Chairpersons or Presidents of the Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell County Commissions acting on their authority as the Chief Elected Officials, enter into this agreement in accordance with the Workforce Innovation and Opportunity Act (herein referred to as WIOA) § 107(c)(1)(B). The Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell County Commission Chairpersons or Presidents are Chief Elected Officials, as defined in WIOA § 3(9), and enter into this agreement to organize and implement activities pursuant to WIOA and as proposed by the Governor of the State of Alabama for the purpose of administering WIOA in Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell counties.

### Part 1 – Designation of the Chief Elected Officials

1. For purposes of administering WIOA and for entering into and implementing agreements in accordance with the Act, the Chief Elected Officials shall be designated from the respective counties in the following manner: The Chairperson or President of the County Commission of each of the following counties: Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell.
2. Non-concurrence between the Counties shall be resolved as expeditiously as possible. Representatives of the thirteen (13) Counties shall meet and confer with one another to resolve issues of non-concurrence. If concurrence cannot be reached within a reasonable amount of time, steps shall be taken towards resolution through the State.

### Part 2 – Designation of Grant Recipient and Local Governmental Grant Subrecipient / Incorporated Fiscal Agent

1. The Chief Elected Officials recognize that the Governor has accepted responsibility for WIOA Funds and agree to the appointment of Governor Kay Ivey and subsequent Governor elects (Select One Chief Elected Official) as the Grant Recipient who bears the fiduciary responsibility for these funds with the Alabama Department of Commerce.

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Central AlabamaWorks!

2. The Grant Recipient designates the Alabama Department of Commerce to be the local grant subrecipient/fiscal agent to assist the Grant Recipient with the administration of the grant funds.
3. The local grant subrecipient/fiscal agent shall disburse such funds for grant activities at the direction of the local board.
4. The Chief Elected Officials agree that the designated local governmental grant subrecipient/fiscal agent has reliable internal controls for financial management and disbursement of funds.
5. The name of the area is the "Central AlabamaWorks! Local Workforce Development Area."
6. This Agreement becomes effective upon the concurrent acceptance by the Counties and subsequent signature by the Chief Elected Officials of Coosa, Tallapoosa, Chambers, Autauga, Perry, Elmore, Lee, Dallas, Lowndes, Montgomery, Bullock, Macon, and Russell Counties. This Agreement (including any subsequent amendments) shall stay in effect until such time as: (1) all parties act to rescind the Agreement; or (2) federal or state authority ceases for the Central AlabamaWorks! Local Workforce Development Area to serve as the local implementation means for job-training programs. Should any of the parties wish to rescind this Agreement, formal action seeking a rescission must be taken at least six months prior to the conclusion of the program year. The effective date of the rescission would then be the close of that program year.
7. No unilateral alteration of this agreement shall be made. Modification to the agreement by any County must be mutually negotiated and all requests to modify the agreement must be presented in writing to the Chief Elected Officials.

**Part 3 – Composition of and Designation of Local Workforce Development Board (LWDB)**

1. The Chief Elected Officials, as set forth in Part 1.1 above, will establish and appoint a Workforce Development Board (WDB) to assist and carry out provisions of WIOA §§ 107(a) & (b).
2. Every effort will be made to balance the selection geographically throughout the Central AlabamaWorks! Local Workforce Development Area as well as balance the selection of large and small business, and other related factors to (as accurately as possible) reflect the landscape of the Central AlabamaWorks! Local Workforce Development Area.



Modification of membership may be completed at any time by the LWDB once established subject to the confirmation and concurrence of the Chief Elected Officials, as set forth in Part 1.1 above.

**Part 4 – Designation of One Stop Services and other responsibilities**

1. As required by Section 121(a) of WIOA, the Chief Elected Officials in cooperation with the Local Workforce Development Board, shall develop, administer, and approve the appropriate Memoranda of Understanding in establishing no less than one facility known as One Stop Career Center in the Central AlabamaWorks! Local Workforce Development Area.
2. The Chief Elected Officials shall also:
  - Review and approve the 4-year local plan developed by the local board, as required by WIOA § 108(a);
  - Review and approve actions taken by the board to designate One Stop Career Center Operators as required by WIOA § 121(d)(1);
  - Review and approve monitoring activities by the board as required by WIOA § 121(a)(3);
  - Review and approve the budget of the local board, as required by WIOA § 107(d)(12)(A); and
  - Negotiate and reach agreement on local performance accountability measures with the local board and the Governor as required under WIOA § 107(d)(9).

**Part – 5 Financial Liability**

In accordance with Section 116, the Workforce Innovation and Opportunity Act (WIOA), CLEOs are responsible on behalf of the counties for WIOA and other directly administered funds expended under the Workforce Innovation and Opportunity Act. However, for the Central AlabamaWorks! Local Workforce Development Area the Governor for the State of Alabama has accepted that responsibility.

In the event that any expenditure of funds under WIOA is disallowed by the State of Alabama or the United States Department of Labor, the following process will be used.



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Central AlabamaWorks!

- A. The LWDB shall attempt to recover the disallowed expenditure from funds available to subgrantees or vendors causing the disallowance.
- B. The LWDB shall cover the disallowed expenditure from any funds it may have or be able to obtain, which are eligible to be used for the purpose.
- C. If the disallowed expenditure of funds cannot be recovered under A or B above, but are eligible for recoupment in one or more future years, at the absolute discretion of the CLEOs such disallowed expenditure of funds shall be recouped in one or more future years.
- D. If the disallowed expenditure of funds cannot be recovered under A, B, or C above, then liability for repayment of those funds shall be the responsibility of the State of Alabama for the Central Alabama Works! Local Workforce Development Area.

**Signatures:**

\_\_\_\_\_  
Signature – Coosa County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Todd Adams, Coosa County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Tallapoosa County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Todd McKelvey, Tallapoosa County Commission Chairman  
Printed Name and Title

- C. If the disallowed expenditure of funds cannot be recovered under A or B above, but are eligible for recoupment in one or more future years, at the absolute discretion of the CLEOs such disallowed expenditure of funds shall be recouped in one or more future years.
- D. If the disallowed expenditure of funds cannot be recovered under A, B, or C above, then liability for repayment of those funds shall be the responsibility of the State of Alabama for the Central Alabama Works! Local Workforce Development Area.

**Signatures:**

Todd J. Adams  
Signature – Coosa County

3-14-17  
Date

Todd Adams, Coosa County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Tallapoosa County

\_\_\_\_\_  
Date

Todd McKelvey, Tallapoosa County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Chambers County

\_\_\_\_\_  
Date

Joe Blanks, Chambers County Commission Chairman  
Printed Name and Title

- C. If the disallowed expenditure of funds cannot be recovered under A or B above, but are eligible for recoupment in one or more future years, at the absolute discretion of the CLEOs such disallowed expenditure of funds shall be recouped in one or more future years.
- D. If the disallowed expenditure of funds cannot be recovered under A, B, or C above, then liability for repayment of those funds shall be the responsibility of the State of Alabama for the Central Alabama Works! Local Workforce Development Area.

**Signatures:**

\_\_\_\_\_  
Signature – Coosa County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Todd Adams, Coosa County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Tallapoosa County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Todd McKelvey, Tallapoosa County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Chambers County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Debbie Wood, Chambers County Commission Chairman  
Printed Name and Title



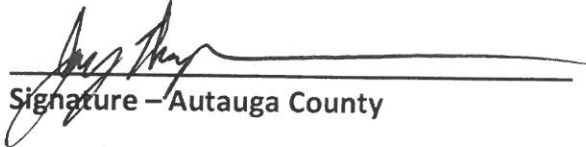
- C. If the disallowed expenditure of funds cannot be recovered under A or B above, but are eligible for recoupment in one or more future years, at the absolute discretion of the CLEOs such disallowed expenditure of funds shall be recouped in one or more future years.
- D. If the disallowed expenditure of funds cannot be recovered under A, B, or C above, then liability for repayment of those funds shall be the responsibility of the State of Alabama for the Central Alabama Works! Local Workforce Development Area.

## Signatures:

\_\_\_\_\_  
Signature – Coosa County\_\_\_\_\_  
Date\_\_\_\_\_  
Todd Adams, Coosa County Commission Chairman  
Printed Name and Title\_\_\_\_\_  
Signature – Tallapoosa County\_\_\_\_\_  
Date\_\_\_\_\_  
John McKelvey, Tallapoosa County Commission Chairman  
Printed Name and Title\_\_\_\_\_  
Signature – Chambers County\_\_\_\_\_  
Date\_\_\_\_\_  
Joe Blanks, Chambers County Commission Chairman  
Printed Name and Title

Attachment 3  
Directive No. PY2014-05, Change 02  
Central AlabamaWorks!

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Signature – Autauga County

03-07-17  
Date

Jay Thompson, Autauga County Commission Chairman  
Printed Name and Title

---

Signature – Perry County

Date

Ronald Miller, Perry County Commission Chairman  
Printed Name and Title

---

Signature – Elmore County

Date

Troy Stubbs, Elmore County Commission Chairman  
Printed Name and Title

---

Signature – Lee County

Date

Bill English, Lee County Commission Chairman/Probate Judge  
Printed Name and Title

---

Signature – Autauga County

Date

Printed Name and Title

---

Signature – Perry County

Date

*Ronald W. Miller*  
Printed Name and Title

Signature – Elmore County

Date

Printed Name and Title

Signature – Lee County

Date

Printed Name and Title



\_\_\_\_\_  
Signature – Autauga County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jay Thompson, Autauga County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Perry County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ronald Miller, Perry County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Elmore County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Troy Stubbs, Elmore County Commission Chairman  
Printed Name and Title

\_\_\_\_\_  
Signature – Lee County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bill English, Lee County Commission Chairman/Probate Judge  
Printed Name and Title

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Signature – Autauga County

Date

Jay Thompson, Autauga County Commission Chairman  
Printed Name and Title

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Signature – Perry County

Date

Ronald Miller, Perry County Commission Chairman  
Printed Name and Title

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Signature – Elmore County

Date

Troy Stubbs, Elmore County Commission Chairman  
Printed Name and Title

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Signature – Lee County

Date

Bill English, Lee County Commission Chairman/Probate Judge  
Printed Name and Title



Signature – Dallas County

3-2-2017

Date

Kimbrough Ballard, Dallas County Commission Chairman/Probate Judge  
Printed Name and Title

Signature – Lowndes County

Date

Carnell McAlpine, Lowndes County Commission Chairman  
Printed Name and Title

Signature – Montgomery County

Date

Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title

Signature – Bullock County

Date

Ronald Smith, Bullock County Commission Chairman  
Printed Name and Title



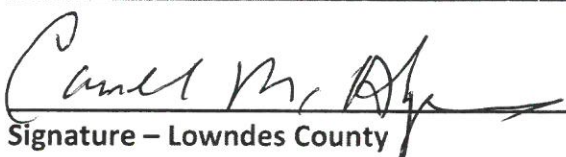
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Signature – Dallas County

Date

Kimbrough Ballard, Dallas County Commission Chairman/Probate Judge  
Printed Name and Title

---

  
Signature – Lowndes County

3/27/17  
Date

Carnell McAlpine, Lowndes County Commission Chairman  
Printed Name and Title

---

Signature – Montgomery County

Date

Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title

---

Signature – Bullock County

Date

Ronald Smith, Bullock County Commission Chairman  
Printed Name and Title

Attachment 3  
Directive No. PY2014-05, Change 02  
Central AlabamaWorks!

---

Signature – Dallas County

---

Date

Kimbrough Ballard, Dallas County Commission Chairman/Probate Judge  
Printed Name and Title

---

---

Signature – Lowndes County

---

Date

Carnell McAlpine, Lowndes County Commission Chairman  
Printed Name and Title

---

---

*Elton N. Dean, Sr.*

---

Signature – Montgomery County

---

Date

Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title

---

---

Signature – Bullock County

---

Date

Ronald Smith, Bullock County Commission Chairman  
Printed Name and Title

---

---

Signature – Dallas County

Date

Kimbrough Ballard, Dallas County Commission Chairman/Probate Judge  
Printed Name and Title

---

Signature – Lowndes County

Date

Carnell McAlpine, Lowndes County Commission Chairman  
Printed Name and Title

---

Signature – Montgomery County

Date

Elton Dean, Montgomery County Commission Chairman  
Printed Name and Title

---

Ronald W. Smith  
Signature – Bullock County

Date

Ronald Smith, Bullock County Commission Chairman  
Printed Name and Title



---

Signature – Macon County

Date

Louis Maxwell, Macon County Commission Chairman  
Printed Name and Title

---

Signature – Russell County

Date

Peggy Martin, Russell County Commission Chairman  
Printed Name and Title

---

Signature – Governor, State of Alabama


Date

Printed Name and Title

**Note:**

*This agreement shall remain in full force and effect without regard to a change in office of any official who signed this agreement on behalf of a county which is a party to the agreement. Further, a change in office by an official of any such county, due to a rotating assignment such as the President or Chairperson of any particular County Commission or other circumstances, does not require execution of a successor agreement or other administrative action in order to keep this agreement in full force and effect.*

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Signature – Macon County

4-3-17

Date

Louis Maxwell, Macon County Commission Chairman  
Printed Name and Title

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Signature – Russell County

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Date

Peggy Martin, Russell County Commission Chairman  
Printed Name and Title

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Signat

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Date

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**Note:**

*This agreement shall remain in full force and effect without regard to a change in office of any official who signed this agreement on behalf of a county which is a party to the agreement. Further, a change in office by an official of any such county, due to a rotating assignment such as the President or Chairperson of any particular County Commission or other circumstances, does not require execution of a successor agreement or other administrative action in order to keep this agreement in full force and effect.*

Printed Name and Title

Signature – Macon County

Date

Printed Name and Title

Signature – Russell County

Date

Printed Name and Title

Signature – Governor, State of Alabama

Date

Kay Ivey, Governor

Printed Name and Title

**Note:**

*This agreement shall remain in full force and effect without regard to a change in office of any official who signed this agreement on behalf of a county which is a party to the agreement. Further, a change in office by an official of any such county, due to a rotating assignment such as the President or Chairperson of any particular County Commission or other circumstances, does not require execution of a successor agreement or other administrative action in order to keep this agreement in full force and effect.*



MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY UNZELL KELLEY THE APPROVAL TO SUPPORT LAKE MARTIN ALLIANCE REGARDING LAKE MARTIN WATER CONTROL ISSUES IF FUNDS BECOME AVAILABLE. UNANIMOUSLY APPROVED.

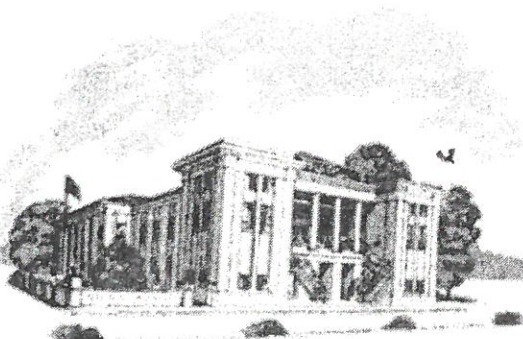
MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY PAUL PERRETT TO APPROVE THE SHERIFF TO SELL TWO CONFISCATED VEHICLES (2003 CEHV. IMPALA AND 1979 CHEVROLET CAMARO) ON GOVDEAL.COM. UNANIMOUSLY APPROVED.

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY BERTHA KELLY TO APPROVE RESOLUTION TO PARTICIPATE IN MAYOR AND COUNTY RECOGNITION DAY OF NATIONAL SERVICE. UNANIMOUSLY APPROVED

## **Mayor and County Recognition Day for National Service**

The nation's mayors and county officials are increasingly turning to national service as a cost-effective strategy to address local challenges. By unleashing the power of citizens, AmeriCorps and Senior Corps programs have a positive and lasting impact – making our cities and counties better places to live. To spotlight the impact of national service and thank those who serve, mayors and county officials will participate in the fifth-annual Mayor and County Recognition Day for National Service on **April 4, 2017**.

MOTIONED BY COMMISSIONER TODD ADAMS AND SECONDED BY PAUL PERRETT TO APPROVE THE REQUEST TO THE EXAMINERS OF PUBLIC ACCOUNTS STATE OF ALABAMA FOR A LEGAL COMPLIANCE AUDIT FOR FY14 AND FULL FINANCIAL AUDIT FOR FY15 AND FY16. UNANIMOUSLY APPROVED



## Coosa County Commission

Post Office Box 10  
ROCKFORD, ALABAMA 35136-0010

BRIDGET H. GRAHAM, CPA, CGMA  
ADMINISTRATOR  
PHONE (256) 377-1350  
FAX (256) 377-2524

DISTRICT 1  
RANDALL DUNHAM

DISTRICT 2  
BERTHA KELLY

DISTRICT 3  
UNZELL KELLEY

DISTRICT 4  
PAUL PERRETT

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

April 4, 2017

Mr. Ronald L. Jones, Chief Examiner  
Examiners of Public Accounts  
P.O. Box 302251  
Montgomery, AL 36130-2251

RE: Request for Legal Compliance Audit – County Commission Records for FY14 and Request for Scheduling Full Financial Audit for FY15 and FY16

Dear Chief Jones,

The Coosa County Commission would like the Examiners of Public Accounts to perform a legal compliance audit for the fiscal years ended September 30, 2014 at your earliest convenience. The Commission unanimously approved this request at the last commission meeting on March 14, 2017.

The Commission would also like to be placed on the Examiners' schedule for full financial audits - FY15 and FY 16 – please schedule no sooner than November 2017. We will be working to get the financial statements ready by October 31, 2017.

If our request is granted, please let our County Administrator know if any schedules need to be prepared in advance of your auditor(s)' arrival.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd J. Adams". The signature is fluid and cursive.

Todd Adams, Chairman

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO APPROVE PREPARATION OF A LIST OF COUNTY ROADS TO BE CONSIDERED IN APPLYING FOR 17-18 CDB GRANT TO AND SUBMIT TO ADECA FOR A PRE-REVIEW. ALL COMMISSIONERS TO SUBMIT ROADS FOR CONSIDERATION TO ENGINEER EASON BY THE NEXT MEETING IN MARCH 30<sup>TH</sup>.  
UNANIMOUSLY APPROVED

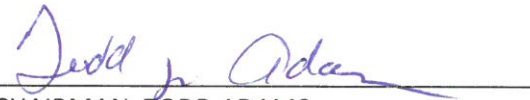
**OLD BUSINESS**

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY PAUL PERRETT TO TAKE A LOOK AT THE SUPERNUMERARY SALARY AMENDMENT FROM THE SHERIFF OFFICE. UNANIMOUSLY APPROVED


**MOTION TO ADJOURN**

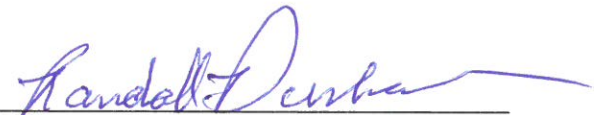
MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY RANDALL DUNHAM TO ADJOURN.  
UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 11th DAY OF April, 2017.

  
CHAIRMAN, TODD ADAMS

  
VICE CHAIRMAN, BERTHA KELLY

  
UNZELL KELLEY

  
RANDALL DUNHAM

  
PAUL PERRETT



**NO AGENDA FOR  
MARCH 30, 2017**

## MINUTES

## COOSA COUNTY COMMISSION - WORK SESSION

March 30, 2017

6:00 PM

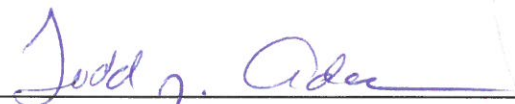
## CALL TO ORDER

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE ON MARCH 30, 2017 FOR A WORK SESSION REGARDING THE COMMISSION'S POSITION ON A POTENTIAL SALE OF LAND FROM THE CONSERVATION FUND TO FOREVER WILD SPECIFICALLY DISCUSSING LAND TO CONNECT THE PINHOTI TRAIL. MEMBERS OF THE COMMUNITY AND POTENTIAL STAKEHOLDERS WERE INVITED TO PARTICIPATE IN THIS MEETING.


## COMMISSION ROLL CALL

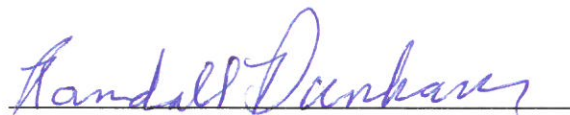
COMMISSIONERS PRESENT INCLUDED CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, AND PAUL PERRETT. COMMISSIONERS DUNHAM AND UNZELL KELLEY WERE NOT PRESENT.

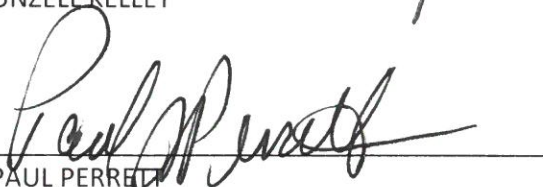
MINUTES APPROVED THIS 11th DAY OF April, 2017.

  
CHAIRMAN, TODD ADAMS

  
VICE CHAIRMAN, BERTHA KELLY

  
UNZELL KELLEY

  
RANDALL DUNHAM

  
PAUL PERRETT