

**MINUTES OF THE  
COASTAL REGIONAL COMMISSION COUNCIL  
August 9, 2023  
Richmond Hill City Center, Richmond Hill, GA  
10:00 A.M.**

**CALL TO ORDER:** Chairman Ken Lee called the meeting to order at 10:00 a.m. Invocation was provided by Mr. Clarence Knight, followed by the Pledge of Allegiance.

**MEMBERS PRESENT:** Ken Lee, Jason Coley, Rosa Romeo, Reggie Loper, Rebecca Boston, Preston Dees, Dan Coty, Chester Ellis, Kristy Chance, Shaw McVeigh, Van Johnson, Steven Asplund, Donald Lovette, Chris Blaine, Tanet Myers, Allen Brown, Kate Karwacki, Steve Scholar, Robert Parker, Hugh Hodge, Julie Martin, Anthony Simmons, and William Bland, Jr.

**MEMBERS ABSENT:** Jonathan McCollar, Sabrina Kent, Sammy Tostensen, Jones Hooks, Walter Gibson, Tom Ratcliffe, Allen Amason, Richard Hayes, Lannie Brant, Carter Infinger, Tammy Goober, Craig Root, Mary Hamilton, and Chap Bennett.

**EX-OFFICIO MEMBERS PRESENT:** Dorothy Glisson, Screven County and Dina McKain, Fort Stewart

**GUESTS:** Jennifer Fordham, DCA; Roxan Campfield, ABIDE; Clarence Knight; and Attorney Amanda Williams.

**STAFF PRESENT:** Allen Burns, Executive Director; Dionne Lovett, Assistant Executive Director; Lena Geiger, Finance Director; Gale Bar, Assistant Finance Director; Kameron Dickerson, Senior Fiscal Analyst; Donald Masisak, Transportation Director; Wincy Poon, GIS Manager; Meagan Jones, Planning Manager; Pamela Rogers, Aging Services Director; Peggy Luukkonen, ADRC Program Manager; Austin Dowling, ADRC Lead Counselor; Chrishonda Grant, HR Transit Coordinator; and, Colletta Harper, Administrative Services Director/HR.

**OUTGOING CHAIRMAN PLAQUE:** Chairman Ken Lee presented an outgoing Chairman Plaque to Jason Coley.

**RECOGNITION OF COUNCILMAN'S SERVICE:** Chairman Ken Lee presented a plaque to Dan Coty for his 30 years of service on the Council.

**PRESENTATION OF OUTGOING COUNCIL MEMBER PLAQUES:** No outgoing council members were able to attend. Chairman Ken Lee stated that he would present the plaque to Herb Jones at Rincon's Council meeting on Monday. Vice Chair Rosa Romeo stated she would present Richard Freeman's at a Screven Commission meeting.

**RECOGNITION OF COUNCIL MEMBERS FOR PERFECT ATTENDANCE:** Executive Director Burns recognized the following members for perfect attendance last year: Steven Asplund, Ken Lee, Herb Jones, Paul Christian, and Shaw McVeigh. Shaw McVeigh's name was previously drawn and he was presented a Georgia Flag that was flown over the Capitol in his honor along with a Certificate.

**PRESENTATION OF AWARD OF FINANCIAL REPORTING ACHIEVEMENT:** Executive Director Burns stated the CRC once again received an award for its FY22 Audit from the Government Finance Officers Association (GFOA) and they also recognized the individuals who did the "heavy lifting" work on the Audit. Certificates were presented to Lena Geiger, Finance Director; Gale Barr, Assistant Finance Director; and Kameron Dickerson, Transportation Senior Fiscal Analyst.

**RECOGNITION OF DON MASISAK'S RETIREMENT:** Executive Director Burns presented a plaque to Don Masisak who is retiring at the end of this month. Don began work at the CRC in 2010 as Economic Development Director and then moved to the position of Transportation Director in 2013.

**APPROVAL OF MINUTES:** A motion was made to approve the May 10<sup>th</sup> meeting minutes.

**Motion:** Commissioner Rosa Romeo  
**Second:** Commissioner Julie Martin  
**Vote:** Unanimous

## **BUSINESS ITEMS**

**APPROVAL OF NON-PUBLIC AND EX-OFFICIO MEMBERS:** *(See Attachment 1, attached herein and made a part of these minutes.)* Chairman Lee referred members to the turquoise handout for a list of the appointments. A motion was made to approve the Non-Public & Ex-officio appointments as listed.

**Motion:** Chairman Chester Ellis  
**Second:** Commissioner Julie Martin  
**Vote:** Unanimous

**APPROVAL OF BUDGET & FINANCE COMMITTEE:** *(See Attachment 2, attached herein and made a part of these minutes.)* Chairman Lee referred members to the lilac handout for the list of the appointments and stated that Dan Coty had agreed to serve as Chairman. A motion was made to approve the Budget & Finance Committee as listed with Dan Coty as Chairman.

**Motion:** Commissioner Reggie Loper  
**Second:** Commissioner Rosa Romeo  
**Vote:** Unanimous

**APPROVAL of ETHICS COMMITTEE:** *(See Attachment 3, attached herein and made a part of these minutes.)* Chairman Lee referred members to the salmon handout for a list of the appointments. A motion was made to approve the Ethic Committee appointments as listed.

**Motion:** Steven Asplund  
**Second:** Chairman Chester Ellis  
**Vote:** Unanimous

**APPROVAL of TRANSPORTATION COMMITTEE:** *(See Attachment 4, attached herein and made a part of these minutes.)* Chairman Lee referred members to the yellow handout for a list of the appointments, which includes Shaw McVeigh as Chairman. A motion was made to approve the Transportation Committee appointments as listed.

**Motion:** Chairman Chester Ellis  
**Second:** Commissioner Julie Martin  
**Vote:** Unanimous

**APPROVAL OF REAPPOINTMENT OF SHAW MCVEIGH AS THE CRC'S REPRESENTATIVE TO THE GARC:** *(See Attachment 5, attached herein and made a part of these minutes.)* Chairman Lee stated that Shaw McVeigh has done an excellent job representing the Council on the GARC and enjoys it, so he was recommending that he be reappointed. A motion was made to reappoint Shaw McVeigh to the GARC.

**Motion:** Commissioner Rosa Romeo  
**Second:** Chairman Chester Ellis  
**Vote:** Unanimous

**APPROVAL OF REQUIRED ADDENDUM TO CRC'S DRUG & ALCOHOL POLICY:** *(See Attachment 6, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the tan handout and stated the changes reflected USDOT's regulations and our contact person was changed from David Dantzler to Chrishonda Grant. A motion was made to approve the changes as presented.

**Motion:** Shaw McVeigh

**Second:** Jason Coley

**Vote:** Unanimous

## **PRESENTATION**

**Assistive Technology:** Peggy Luukkonen, ADRC Program Manager, and Austin Dowling, Lead ADRC Counselor, spoke on the CRC's Assistive Technology (AT) Lab and showcased items that can be used to assist any aged person who has a disability. Brochures were distributed which explain assistive technology and our FODAC partnership. *(See Attachment 7, attached and made a part of these minutes.)* Groups or individual tours of the AT Lab are encouraged and welcomed. AT items were passed around for attendees to see how they worked. The goal is to help individuals with disabilities have more confidence/independence and keep them off of our waiting lists, or needing to have more expensive in-home care, or being placed in a nursing home. Q & A was held throughout the presentation.

**EXECUTIVE SESSION:** *(See Attachment 8, attached herein and made a part of these minutes)* A motion was made to go into Executive Session at 11:08 a.m. to (1) meet with legal counsel pertaining to pending or potential litigation, settlement, claims, or administrative proceedings; (2) discuss or vote to authorize negotiations to purchase, dispose of or lease property; and (3) discuss or deliberate upon the appointment, employment compensation, hiring, disciplinary action, dismissal, periodic evaluation or rating of a government officer or employee.

**Motion:** Mayor Preston Dees

**Second:** Chairman Chester Ellis

**Vote:** Unanimous

**MEETING RECONVENED at 12:23 p.m.:** A motion was made to appoint a Transition Committee, for the hiring of an Executive Director, consisting of Chairman Ken Lee, Commissioner Rosa Romeo, Steven Asplund, Dan Coty, Walter Gibson, Craig Root, Allen Brown, Jason Coley, Tom Ratcliffe, Chairman Chester Ellis, and Dorothy Glisson.

**Motion:** Chairman Chester Ellis

**Second:** Commissioner Rosa Romeo

**Vote:** Unanimous

## **OTHER BUSINESS**

**Project Status Reports** - *(See Attachments 9, 10, 11, and 12 attached herein and made a part of these minutes.)* Lena Geiger, Finance Director, noted that we finished our FY23 better than we thought we would in transit.

**CADDA Report:** *(See Attachment 13, attached herein and made a part of these minutes.)* There were no questions regarding the report.

Shaw McVeigh commented on the transportation section of the minutes, that we needed to continue to keep up with the transit analysis and the specific line-item recommendations to see if there is anything that we can do to make this more efficient and effective, and still serve the group we want to serve.

**EXECUTIVE DIRECTOR'S REPORT**

- Health Insurance – We have received an increase for next year; however, this is the first time in four years that we have had an increase since going with GMA, which put us in a bigger pool of participants. We currently offer three levels of insurance, and if there are no objections, the CRC will absorb the increase, which will cost us \$14,000 for a year. There was a brief discussion about insurance costs, providers, and brokers. Executive Director Burns noted that we could look at other groups next year to see if we could find lower costs. There were no objections to the CRC absorbing the costs this year.

Shaw McVeigh stated he attended the second GARC meeting this year and recommended Allen forward the agenda to the Council. The guest speaker was Michael Chriszt, Vice President, and Public Affairs Officer for the Federal Reserve Bank of Atlanta. He was very good, and he believes Allen is going to try and get him to one of our meetings.

Chairman Lee stated that Speaker of the House Jon Burns will be our guest speaker next month.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 12:33 p.m., with lunch following.

**NEXT MEETING:** The next meeting will be on September 13<sup>th</sup> at 10:00 a.m. at the Richmond Hill City Center.