



SUMNER COUNTY COMMISSION

355 N. Belvedere Drive – Room 111
Gallatin, Tennessee 37066-5410

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Larry Hinton

Third District
Steve Graves
Alan Driver

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Ben Harris
Baker Ring

Sixth District
Jim Vaughn
Kevin T. Pomeroy

Seventh District
JoAnne Kemp
Trisha LeMarbre

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Bill Taylor

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet:

Budget Committee.....November 14

Committee on Committees.....November 21

Education Committee.....November 7

Emergency Services Committee.....November 7

General Operations Committee.....November 14

Investment, Purchasing, 2012 Financial Management,

2002 Financial Management.....November 21

Legislative Committee.....November 14

Sumner Enterprise Ad Hoc Committee.....November 1



BUDGET COMMITTEE MINUTES
November 14, 2016

MEMBERS PRESENT
Kevin Pomeroy, Chairman
Jerry Foster, Vice-Chairman
Billy Geminden
Paul R. Goode
Bill Taylor
Chris Taylor
Jim Vaughn
OTHERS PRESENT
David Lawing
Leah Dennen
Lauren Walker
Barry Young
Aaron Pickard
Keith Douglas
Bill Kemp

- I. CALL TO ORDER by Chairman Pomeroy at 6:20pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation-Led by Commissioner Chris Taylor.
 - B. Approval of Agenda- Chairman Pomeroy requested for item V. E. to be moved to after the report of the County Executive. Chairman Pomeroy explained item IV.B. was voted down last month, and did not receive a 2/3 vote from the commission to add it to the agenda. Commissioner Vaughn requested this item to stay on the agenda because it did pass in the emergency services committee last month to be reconsidered. Mr. Lawing stated he could not be sure but thought the commission voted last month for this item to be brought back to the Budget Committee. Mr. Kemp explained the General Operations Committee discussed a new microphone system and requested that it be bid. Mr. Kemp stated the General Operations Committee requested for him to inform the budget committee of this and to inquire if there is any capital funding. Commissioner Chris Taylor made the motion for Mr. Kemp to be added to the agenda, second by Commissioner Vaughn, unanimous approval. Chairman Pomeroy requested Mr. Kemp to bid this item and bring back to the budget committee in December. Motion to approve the amended agenda by Commissioner Chris Taylor, second by Commissioner Vaughn, unanimous approval.
 - C. Recognition of Public-None
 - D. Approval of Minutes—October 3, 2016- Commissioner Goode explained that, in last month's meeting, the committee gave Mr. Holt the authority to apply for a 100% grant, that would be no cost to the county. He requested that this be added to the minutes from October 3, 2016. Motion to approve by Commissioner Geminden, second by Commissioner Bill Taylor, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Commissioner Goode handed out a summary of bond expenditures. Commissioner Goode explained that Chairman Pomeroy had mentioned having these summaries on a monthly basis to keep up with where we are on the school projects. Mr. Lawing pointed out that the original bond was approved as Phase I, Phase II, and Phase III. He stated the county has funded Phase I, Phase II, and part of Phase III. Chairman Pomeroy requested that the attached handout be emailed to all committee members.
- III. REPORT OF THE COUNTY EXECUTIVE- None
 - A. Sumner County Tourism Board- Chairman Pomeroy explained the committee will try to have reports each month from some of our larger non-profits. Mr. Barry Young gave a presentation with details of what Sumner County Tourism did last fiscal year.
- IV. OLD BUSINESS
 - A. SFW LLC--\$402 tax refund- Ms. Dennen explained this was an audit that was caught by the state and the county has to send a refund. Motion to refund by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.

B. Sheriff's Office—\$53,860 for two additional full-time courtroom deputies for 6 months- Chairman Pomeroy stated he spoke with three different judges, and none of them mentioned the word "contempt" nor had any of them ever had court without a bailiff. Commissioner Chris Taylor explained deputies are paid about \$10K more annually than court officers; therefore, we are paying someone a lot more to do a job that we could hire someone for and pay less. Also, since June 27, 2016, we have used 570 man hours, which is \$3K-\$4K already, not counting overtime or lost resources on the street. Motion to hire one court room officer for half the year for \$26,930 by Commissioner Chris Taylor, second by Commissioner Foster. Commissioner Goode pointed out that by adding one court officer for half the year, the county is committing themselves to another full time employee for next fiscal year. Commissioner Goode recommended a part-time court officer for half the year, and discussing full time court room officers at the next budget cycle. Motion to fund one part-time courtroom officer for half the fiscal year by Commissioner Goode, second by Commissioner Bill Taylor. Motion by Commissioner Vaughn to let Chief Deputy Aaron Pickard speak to this, second by Commissioner Goode, unanimous approval. Mr. Pickard explained that the Sheriff's Department has been "making this work" for years and years, and they cannot do it anymore. He stated this may not seem like an emergency to the judges because the Sheriff's Department gets it done every day. With 116 occurrences, averaging 4.9 hours during each occurrence since June 27, 2016, this is an emergency to the Sheriff's Department. Mr. Pickard stated the Sheriff's Department would appreciate anything they can get. Commissioner Foster pointed out that patrolling is not a deputy's only responsibility, they also have to do transports, funerals, etc., which makes them unavailable for an unknown amount of time. Ms. Dennen pointed out that part-time cannot work over thirty hours per week, so part time will not work. Commissioner Goode withdrew his amendment and Commissioner Bill Taylor withdrew his second. Chairman Pomeroy discussed considering this the second approval; however, Commissioner Foster called a point of order, that the rules required two approvals or a 2/3 vote to suspend the rules. Motion to hire one full time court officer for half the fiscal year for \$26,930 by Commissioner Chris Taylor, second by Commissioner Foster, unanimous approval. Chairman Pomeroy stated this will come back next month under Old Business.

V. NEW BUSINESS

A. Education- Motion to group and approve items V.A.1 through 3.d. by Commissioner Goode, second by Commissioner Foster, unanimous approval.

1. Budget Amendments (need approval)
2. Budget Amendments (for information only)
3. Approval of school projects from 2015 Bond-
 - a. Nannie Berry Elementary addition/renovation plus additional architect fees--\$1,968,600
 - b. Jack Anderson Elementary canopy construction--\$133,200
 - c. Gene Brown Elementary construction/renovation--\$125,000 preliminary soft costs
 - d. George Whitten Elementary construction/renovation--\$307,000 preliminary soft costs

B. Appropriations

1. County Executive--\$99,191.17 carryover of FY16 funding for Douglass-Clark House- Motion to approve by Commissioner Foster, second by Commissioner Geminden, unanimous approval.
2. Sheriff's Office- Motion to suspend the rules for a second reading and group and approve items V.B.2.a. through c. by Commissioner Foster, second by Commissioner Chris Taylor, unanimous approval.
 - a. \$37,359.13 (total) state inmate reimbursement
 - b. \$4,947 SCAAP FY15 and FY16 carryover
 - c. \$5,053 SCAAP FY17
3. Station Camp Greenway
 - a. For information only—Phase 1 bid acceptance-Motion to approve by Commissioner Geminden, second by Commissioner Chris Taylor, unanimous approval.
 - b. Phase 3B TDOT grant--\$1,044,416 and low bid- Motion to approve by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
 - c. Reduce previous carryover of FY16 funds by \$150 for Phase 1- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.

C. Transfers-

1. Inter-budgetary

- a. Greater than \$2,500- Mr. Douglas briefly discussed his item. Mr. Lawing pointed out that the transfer needed to be adjusted for full time employees' benefits such as retirement, social security, Medicare, health insurance, etc. Mr. Douglas concurred, and Mr. Lawing requested the committee authorize his department to adjust the transfers as needed as long as total has not changed. Motion to approve transfers and request by Commissioner Goode, second by Commissioner Geminden, unanimous approval.
- b. \$2,500 or less- Motion to approve by Commissioner Goode, second by Commissioner Geminden, unanimous approval.

D. Tax Refunds- Motion to group and approve items V. D. 1 through 3 by Commissioner Vaughn, second by Commissioner Goode, unanimous approval.

1. Alley Cassetty Brick--\$284
2. Anesthesia Services DBA Comprehensive Pain Specialists--\$255
3. New Day Christian Distributing--\$429

E. REPORT OF THE FINANCE DIRECTOR- Mr. Lawing provided a summary of the 2015 bond programs. He explained that column 1 is the projects' names and row descriptions. Column two shows the original estimates provided for each program with a sub-total for the county and schools. Also, below this sub-total is the par value of the original bonds to be issued. He noted that the school bonds have a negative \$6,527,000. Mr. Lawing explained this is due to the fact that bonds were only issued for Phase I, Phase II, and part of Phase III. He went on to explain that column 3 is the amounts budgeted or final expenditures, whichever is applicable. Column 4 shows the balance of any original estimate if column 2 (original estimates of projects) less column 3 (budgeted (or final)) is positive and if the project was not budgeted to completion or completed. Column 5 (total) is the summation of column 3 and column 4. Column 5's totals on the "Difference" rows represent the estimated amounts needed to complete projects less the amount of the 2015 bond issuance. Column 6 is the difference of column 2 (original estimate) less column 5 (total), which represents any variances from original estimates.

VI. ADJOURNMENT- Motion to adjourn at 7:42pm by Commissioner Vaughn, second by Commissioner Chris Taylor, unanimous approval.

**COMMITTEE ON COMMITTEES
MINUTES
NOVEMBER 21, 2016**

Present:

Trisha LeMarbre, Chairman
Baker Ring, Vice-Chairman
Paul R. Goode
Caroline Krueger
JoAnne Kemp, absent

Also Present:

Leah May Dennen, County Law Director
Anthony Holt, County Executive
Lauren Walker, County Law Department

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, November 21, 2016, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman LeMarbre was presiding.

Agenda. Upon motion of Comm. Ring, and duly seconded by Comm. Goode, the Committee approved the agenda.

Approval of Minutes Upon motion of Comm. Goode, and duly seconded by Comm. Ring, the Committee approved the minutes of October 17, 2016.

Public Recognition. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

Report of the County Executive. No report.

Old Business. None

9. New Business.

Regional Library Board. Chairman LeMarbre brought forth the appointment of Mary Anne Mudd to the Regional Library Board term expiring July, 2019.

Upon motion of Comm. Ring, seconded by Comm. Krueger, the Committee voted to approve the appointment of Ms. Mudd to the Regional Library Board.

Civil Service Board. Chairman LeMarbre brought forth the appointment to fill the expiring term of the following:

Bill Johnson (Sheriff's representative) Two-year term

Upon motion of Comm. Ring, seconded by Comm. Krueger, the Committee voted to approve the appointment of Mr. Johnson to the Civil Service Board.

Industrial Development Board. Chairman LeMarbre brought forth the appointment to fill the expiring term of the following:

- Industrial Development Board, 6-Year terms
Tom V. Glass replaced by Danny Hale
M.P. "Mac" McKinley replaced by Kevin McCutcheon

Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted to approve the appointments of Mr. Hale and Mr. McCutcheon to the Industrial Development Board.

Sumner County Regional Airport Authority. Chairman LeMarbre brought forth the appointment to fill the expiring term of the following:

- Airport Authority Regional expiring term of Don Drayton

Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted to approve the appointment of Mr. Drayton to the Airport Authority.

Board of Construction Appeals. Chairman LeMarbre brought forth the appointments to fill the expiring terms of the following:

- Steve Coats, three-year term; Doug Cowden, two-year term; Bob Goodall, Jr., two-year term; Henry Brown, three-year term; Larry Brown, alternate one-year term; and Shawn Utley, alternate one-year term
- Robert Hill, two-year term- deferred
- Michael Barnes, three-year term – replaced by Kenny LouAllen
- Millard Bridges, two-year term - deferred

Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted to approve the appointments of Mr. Coats, Mr. Cowden, Mr. Goodall, Jr., Mr. Henry Brown, Mr. Larry Brown and Mr. Utley and Mr. LouAllen to the Construction Board of Appeals.

Next Month, November 2016.

Emergency 911 Board – four-year terms of Jimmy Anderson, citizen and Billy Still, citizen

Health, Safety Standards Board – four-year terms of Paul Freels, Steve Graves Larry Tate (citizen) and Howell Wilson (citizen)

10. Adjournment. Upon motion of Comm. Goode, and duly seconded by Comm. Krueger, the Committee adjourned at 6:37 p.m.

**MINUTES
EDUCATION COMMITTEE
NOVEMBER 7, 2016**

Present:

Paul Decker, Chairman
Paul Goode, Vice-Chairman
Michael Guthrie
Trisha LeMarbre
Billy Geminden
Baker Ring
Leslie Schell, Absent

Also Present:

Leah Dennen, County Law Director
Anthony Holt, County Executive
Lauren Walker, Law Director's Office

Chairman Decker brought the meeting of the Education Committee to order with an invocation by Comm. LeMarbre on Monday, November 7, 2016, at 5:35 p.m. in the Sumner County Administration building in Gallatin. A quorum was present.

Adoption of the Agenda. Upon motion of Comm. LeMarbre, seconded by Comm. Geminden, the Committee members approved the agenda by unanimous voice vote.

Minutes of October 3, 2016. Upon motion of Comm. Guthrie, seconded by Comm. LeMarbre, the Committee members approved the minutes of October 3, 2016 by voice vote.

Recognition of the Public. There was none.

Report of the Chairman. Chairman Decker had no report.

Report of County Executive. No report

Report of Director of Schools. Dr. Dell Phillips was not present.

Old Business. There was none.

New Business

10a. Sumner County Board of Education Amendments (for approval). Upon motion of Comm. LeMarbre, seconded by Comm. Ring, the Committee voted to approve the Board of Education amendments.

10b. Sumner County Board of Education Amendments (for Information only)
No action taken.

10c. Fees and costs for Gene Brown Elementary School Project

10d. Fees and Cost for George Whitten Elementary School Project

Chairman Decker introduced the Board of Education requests for fees and costs associated with the Gene Brown and George Whitten Elementary School projects. Comm. Goode moved, seconded by Comm. Geminden, to group and approve 10c. and 10 d. The motion carried unanimously.

10e. Nannie Berry Bids

Chairman Decker reported that the bids were received for additions and renovations to Nannie Berry Elementary School. The Board of Education awarded Boger Construction Company of Hendersonville with the apparent low bid of \$1,952,500.00, including the base bid and two alternates.

Comm. LeMarbre moved, seconded by Comm. Goode, to approve and forward to Budget Committee. The motion carried unanimously.

11. Adjournment

Comm. LeMarbre motioned to adjourn and was duly seconded by Comm. Geminden. The Committee adjourned at 5:47 p.m.

Prepared by Maria Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE
NOVEMBER 7, 2016**

Present:

Jim Vaughn, Chairman
Chris Taylor, V. Chairman
Paul Decker
Jerry Foster
Alan Driver
Michael Guthrie
Ben Harris

Also Present:

Leah Dennen, County Law Director
Lauren Walker, Law Director staff
Deputy Sheriff Aaron Pickard
Jay Austin, Assistant Director EMS
Keith Douglas, E-911 Director
Anthony Holt, County Executive
Rhonda Lea, Director of E-911
Communications Center
City of Gallatin Mayor Paige Brown and Fire
Chief Victor Williams

Chairman Vaughn called the meeting of the Emergency Services Committee to order with an invocation by Comm. Decker on Monday, November 7, 2016, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda Upon motion of Comm. Foster, seconded by Comm. Driver, the Committee unanimously approved the agenda.

Approval of Minutes of October 3, 2016. Upon motion of Comm. Harris, seconded by Comm. Guthrie, the Committee approved the minutes of October 3, 2016.

Public Comments. None

Report from the Chairman Chairman Vaughn had no report.

Report from the County Executive. County Executive Anthony Holt had no report.

Report from the Sheriff. Chief Deputy Sheriff Aaron Pickard distributed and discussed the October, 2016 financial reports and the Animal Control Division statistics. The jail population was 686 in October.

Fire Departments. No report

Report from the EMS Director. Emergency Medical Services Director Keith Douglas introduced Assistant Director of Administration Jay Austin.

Mr. Douglas submitted a report on the Sumner County Emergency Medical Services responses and transports for October. Mr. Douglas reported that the revenue collections are on target. He discussed ambulance transports (1499) and revenue (\$445,717) activity.

Mr. Douglas reported that he and his staff have been evaluating overtime and part time employment to gain more efficiency. He said unscheduled overtime is difficult to fill without shutting down an ambulance due to a lack of qualified part-time workers. He stated that the department could realize a potential savings of \$108,018.61 by restructuring part-time employees and unscheduled overtime for full-time employees. To do this he proposed hiring seven full-time EMTs with funds from line items in the existing budget.

Comm. Harris moved, seconded by Comm. Guthrie, to approve the changes in operation. The motion carried.

Emergency Management Agency. No report

Report of the Emergency Communications Center. Rhonda Lea, Director of E-911 Communications Center, gave an update on the startup of the new center. Ms. Lea reported that she is setting up the administration and the process of bringing in existing employees and new employees. She said that the brick has been delivered and the wiring bid will be opened soon.

Old Business None

New Business

Tennessee Business Enterprises for the blind. County Law Director Leah Dennen reported that by law the blind have the legal right to have commissary in government buildings. She said the Tennessee Business Enterprises operated by the blind has invoked its legal right to take over the operation of the Sumner County jail commissary. Ms. Dennen stated that TBE wants to assume control January 1, 2016. She said further negotiations may yield some concessions from TBE.

City of Gallatin Request for Building. City of Gallatin Fire Chief Victor Williams and Mayor Paige Brown requested capitol funding to aid in building a fire station that would provide space for an ambulance and staffing accommodations for two ambulance personnel. The request was \$690,000.00. Mr. Douglas stated that the response time in that area is slower than other areas, but he would provide more information. Comm. Harris moved, seconded by Comm. Chris Taylor, to ask them to come back next month with plans, a pin map, response times and funding details. The motion carried.

With a motion by Comm. Decker and duly seconded by Comm. Harris, the Committee adjourned at 5:32 pm.

Prepared by Maria Savage

**MINUTES
GENERAL OPERATIONS COMMITTEE
LESLIE SCHELL, CHAIRMAN
NOVEMBER 14, 2016**

Present:

Leslie Schell, Chairman
Caroline Krueger, Vice-Chairman
Jerry Becker
Larry Hinton
Joanne Kemp
Baker Ring
Moe Taylor

Also Present:

Leah Dennen, County Law Director
Anthony Holt, County Executive
Lauren Walker, Law Director's Office
Bill Kemp, County Clerk
David Shumate, Covenant Communications
Steve Graves, Commissioner

The scheduled meeting of the General Operations Committee was brought to order on Monday, November 14, 2016, at 5:00 p.m. in the Sumner County Administration Building. Chairman Schell opened the meeting with an invocation and declared a quorum present to conduct business.

Agenda. Comm. Becker moved to approve the agenda; Comm. Moe Taylor seconded the motion, and the Committee voted to approve.

Minutes. Upon motion of Comm. Moe Taylor, seconded by Comm. Becker, the Committee voted to approve the minutes of October 3, 2016 regular meeting.

Report of Chairman. Chairman Schell had no report.

County Executive. County Executive requested to speak on the agendas items during discussion.

Recognition of the Public. None

Old Business. None

New Business.

9a. Airport Authority Report. County Law Director Leah Dennen distributed a report to Committee members filed by the Sumner County Regional Airport Authority.

9b. Demonstration of new commission voting system. Chairman Schell recognized County Clerk Bill Kemp who stated the need to replace the outdated Commission voting system. He introduced David Shumate of Covenant Communications, LLC, in Hendersonville who installed the current system. Mr. Kemp stated that Mr. Shumate has maintained the current system and helped to procure spare parts that are hard to get. A representative of Televic gave a presentation on a conference system.

Mr. Shumate estimated the total investment including equipment and services would be \$76,970.00. The estimate includes two 70-inch LED flat screens.

The project would have to be bid and the specifications prepared. Chairman Schell requested that Committee members direct questions to her or Mr. Kemp for discussion at the next meeting.

Comm. Becker moved, seconded by Comm. Moe Taylor, to get bids and forward to the Budget Committee. Comm. Becker added to his motion that Mr. Kemp and Mr. Holt work with the Law Director to prepare specifications for the voting system.

Comm. Kemp moved to have all questions answered before the County goes through the bid process. Chairman Schell stated that this has been addressed in the motion.

Chairman Schell declared the motion approved by unanimous voice vote of the body.

9c. Surplus various items for the Law Office.

Upon motion of Comm. Becker, seconded by Comm. Krueger, the Committee voted to approve the various surplus items from the Law Director's Office.

9d. Street Line-up by Juvenile Court. Chairman Schell recognized Mr. Holt who reported that the current entrance to the Juvenile Court building was offset from College Street. As a result, there is heavy traffic on Main Street. He said it was in the County's best interest to move to entrance so that it aligns with College Street. The First Baptist Church of Gallatin has agreed to grant a permanent easement for this project. He said it would be a lot safer and would provide a couple more parking spaces.

Comm. Hinton moved, seconded by Comm. Ring, to approve moving the entrance to the Juvenile Justice Complex. The motion carried.

9e. Surplus various items for the Westmoreland Library. Upon motion of Comm. Moe Taylor, seconded by Comm. Ring, the Committee voted to approve the various surplus items from the Westmoreland Public Library.

9f. Boiler Replacement Project Report. Mr. Holt reported that installing a new boiler in the old Sumner County Courthouse is problematic in that the 6-inch pipes connecting to it are corroded. A company has been hired to chemically treat the pipes in lieu of replacing them, which is costly. The Committee discussed the maintenance of the pipes.

9g. Evaluation of the roof at the jail. Mr. Holt and Kim Ark, County Grant Writer, discussed the need for roof repair and replacement in several places at the Sumner County Jail and General Sessions Justice Center. The matter was evaluated by Kaatz Binkley Architects and Ms. Ark said the design phase would go forward with the letting of bids in the spring. Capital funds are available for the project.

Chairman Schell recognized County Executive Holt who reported on the progress of the architectural firm assessing the cost to renovate and repair county buildings. Chairman Schell requested an update on the firm's progress for the next meeting.

Chairman Schell stated that she was forming an ad hoc committee to work on all the projects in the pipeline that need attention, including a new jail and justice center. Members are Leslie Schell, Bill Taylor, Kevin Pomeroy, Larry Hinton, Baker Ring, Michael Guthrie, Paul Goode, Judge Joe Thompson, Circuit Court Clerk Kathryn Strong, Shawn Fennell, City of Gallatin Council member and one other appointment not named.

10. Adjournment. The Committee adjourned at 6:43 p.m. after a motion by Comm. Hinton and duly seconded.

Prepared by Maria Savage



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES MINUTES
November 21, 2016

MEMBERS PRESENT
Chris Taylor, Chairman
Jerry Becker, Vice Chairman
Judy Hardin
Ben Harris
Anthony Holt
Caroline Krueger
Del Phillips
OTHERS PRESENT
David Lawing
Leah Dennen
Lauren Walker
Marty Nelson

- I. CALL TO ORDER by Chairman Taylor at 5:30pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Harris.
 - B. Approval of Agenda- Motion to approve by Commissioner Becker, second by Commissioner Harris, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes—October 17, 2016- Motion to approve by Commissioner Becker, second by Commissioner Harris, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Chris Taylor explained he had spoken to Ms. Dennen regarding new rules that were approved in 2015 in reference to the finance department's bonds, etc. He pointed out these rules will be given to this committee and to the full commission when the schedule on when meetings will be held is decided. Commissioner Becker suggested keeping the regular monthly scheduled meetings and just cancel when needed.
- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Munis Status Report-None
- IV. REPORT OF THE TRUSTEE- Ms. Nelson explained that the rates are climbing slightly. Ms. Nelson also reported that .85% of taxes have been collected so far.

REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT- Upon Commissioner Becker's request, Chairman Taylor asked Mr. Lawing to do the Munis status report. Mr. Lawing explained that the plan was if a catastrophic failure occurred, Munis would recover to normal operations within four hours. Mr. Lawing stated he received a text message from the network engineer on the night of October 19, 2016 informing him that the county's enterprise system had a catastrophic failure. Basically, the host operating machine for the Munis applications operating system had crashed. Mr. Lawing was at the building on the morning of October 20, 2016 with the network engineer and gave him until 2:00pm to have the Munis system up and running. Mr. Lawing explained that a former employee had not followed the database backup and the monitoring procedures as written. Also, the employee had not followed explicit directions. Mr. Lawing stated this issue has been handled. At 2:00pm Mr. Lawing contacted Munis to determine the cost of their disaster recovery service. Munis responded at 4:02pm with a quote. Mr. Lawing responded back at 4:12pm with a signed agreement for \$30K annually. Munis waived \$1K a day hosting fee; as long as the county is trying to go live timely. On October 24, 2016, the county went live on Munis in the disaster recovery in the cloud and outsourced a third party vendor to rebuild the primary servers. All servers were rebuilt, except the Munis application server, because that would have resulted in additional downtime. At that time, it was believed that all the issues resided within the host server's operating system. On November 1, 2016, the Munis application was migrated back to the local servers. On November 2, 2016, the Munis application server crashed. It took until November 3, 2016 to complete the migration back into the cloud. The county has been in the disaster recovery cloud since then. On November 2, 2016, at the time of the second crash, the county was still in the process of correcting issues with redundant operations and failover procedures in case of issues. At this time, we are in the disaster recovery cloud and have up to thirty days before we have to be back local. Our goal is to migrate back locally by November 28, 2016; if any unforeseeable issues arise, we can be deal with them before December 3, 2016. Commissioner Becker asked if the servers still down. Mr. Lawing responded that the county is currently in the disaster recovery cloud and estimates

migrating back locally by November 28, 2016, pending everything goes as planned. In any case, the county needs to be on the local servers by December 3, 2016. Otherwise, the county will incur hosting charges. In the disaster recovery cloud, the main issue is the limitation of forty-five users. Commissioner Becker asked when the servers went down. Mr. Lawing stated they went down the night of the 19th initially and again on November 2nd. Commissioner Becker then asked for clarification for the 19th of what month. Mr. Lawing stated the system went down the evening of October 19, 2016. Mr. Lawing explained an error in the host server's Microsoft operating system caused the initial failure on October 19, 2016. On November 1, 2016, the Munis application was migrated back to local servers. On November 2, 2016, the Munis application server crashed, and it took until November 3, 2016 to complete the second migration. This is where we have been ever since. Commissioner Becker inquired about what responsibility Munis has in this failure. Mr. Lawing explained it was an individual who was primarily responsible for the recovery issues, which were not being able to recover to normal operations timely. The failure itself was a host server's Microsoft operating system error, not Munis. A Microsoft support ticket was pulled, but later canceled, because of two issues. One, Microsoft could not remote into the server with Munis working on bringing the database back into the cloud. Two, it was determined the best course of action was a full application server rebuild because it was certain to fix the issue. Commissioner Becker asked if we are still down with only 45 users having accounts. Commissioner Becker also asked if we have access to the cloud server. "Are we trying to rebuild the servers?" Mr. Lawing stated that we have access to cloud servers. All primary finance users have accounts, and we have work arounds currently in place. Mr. Lawing also stated that multiple actions are currently going on to remedy the issue and proactively prevent additional failures. Basically, all the servers are being rebuilt. Mr. Lawing stated that the recovery time was significantly too long, and this is why we went into the cloud. Commissioner Becker asked when we will be in normal operations with the normal number of users. Mr. Lawing stated that the county was in the disaster recovery cloud and estimating to migrate back locally within 25 days of November 3rd, pending everything going as planned. In any case, we need to be local by December 3, 2016 to avoid any hosting charges from Munis. Ms. Hardin asked from what day we have 30 days. Mr. Lawing stated November 3rd. Commissioner Becker asked "so the 28th?" Mr. Lawing confirmed that was the goal, pending everything going as planned. Munis must rebuild the application servers and several other things that must happen. Commissioner Becker asked if anyone is keeping track of the expenses. Mr. Lawing stated that he is keeping track of the costs and monitoring the project. Mr. Lawing summarized the costs that have been incurred to date and estimated costs to be incurred. Mr. Becker asked if Mr. Lawing is overseeing the project. Mr. Lawing stated he is overseeing the project and finances and that his IT employee is overseeing the work of the outsourced IT firm. Mr. Lawing stated he is not an IT expert. Commissioner Krueger asked what cost is so far. Mr. Lawing responded that, so far, we have spent approximately \$79,935 and are anticipating at least an additional \$87,775. Ms. Hardin asked if the \$87,775 was in addition to the \$79,935. Mr. Lawing responded that it is additional. Ms. Hardin asked Mr. Lawing if this will prevent this from happening again. Mr. Lawing responded yes. Mr. Lawing stated that the employee responsible for the long recovery period is no longer with the county. Commissioner Becker asked if he knows that for certain and whose opinion that is. Mr. Lawing stated he was certain. He went on to explain that a former employee had not followed database backup procedures or database monitoring procedures as written. Also, the employee had not followed explicit directions. Additionally, the employee's explanation of the cause for the long recovery period confirmed that the employee had not been following the written procedures or explicit directions. Commissioner Becker asked if we have qualified individuals doing the job now. Mr. Lawing stated he had outsourced the rebuild on the servers because the county does not currently have an IT department, and he only has two IT positions and one is currently vacant. Their duties include servicing the ERP and the finance office. Commissioner Becker asked, "twenty-five days from November 3rd?" Mr. Lawing stated we are aiming for 25 days from November 3rd, which is November 28th, pending everything going as planned. We need to complete within 30 days. Commissioner Becker stated, "I'm not following. Thirty days to do what?" Mr. Lawing explained that we must be out of the disaster recovery, the cloud, and hosting the software locally within 30 days, or we will incur additional charges from Munis. Currently, Munis has 590 customers in the cloud solution. Commissioner Becker asked how much it would cost the county to have Munis hosted. Mr. Lawing estimated it would cost as much as \$1.4 million a year, net, to have all the applications hosted. For instance, the estimated costs of Munis hosting is \$1,223,602 annually compared to the current cost of \$285,796. This would not address Kronos, the timekeeping software, which would also need to be hosted. The current cost of Kronos is \$121,238 annually; the hosting cost would be more. However, at this time we have not received the quote. Also, there is a one-time fee of approximately \$414,304 for migrating Munis to the cloud. Commissioner Becker asked what will happen if we are not back local within thirty days. Mr. Lawing responded the county will

potentially be charged a hosting fee. However, we have a timeline and are not anticipating this to happen. Commissioner Becker inquired if any POs are being paid late due to this issue. Mr. Lawing responded not that he was aware of at this point. Ms. Hardin commented that the finance office has done a great job handling everything. Commissioner Becker asked Dr. Phillips how this was being handled on the schools side Dr. Phillips responded he doesn't know if anything is being paid late, but the restrictions on users has been difficult. Commissioner Becker requested an apples to apples comparison for Munis to host compared to what the county pays currently. Mr. Lawing offered to summarize it to him now. Commissioner Becker requested Mr. Lawing to email all of this summarized to him. Ms. Hardin asked if Munis was only Microsoft based. Mr. Lawing responded, no, we also have Kronos. Commissioner Becker stated that he realizes we are trying to be cost efficient. Commissioner Becker asked Dr. Phillips if the schools were ok with Mr. Lawing's plan or if they are willing to spend a little bit of money if we are in a crisis mode. He asked do we need to fix it quicker than what the plan is now. Mr. Lawing explained that issue is that the vendors are working remotely, and everything is dependent upon their timeline. Chairman Taylor inquired if there was an option to spend more money. Commissioner Becker asked if we have enough qualified individuals working on this. "Does everyone understand the sense of urgency?" Mr. Lawing explained that he had outsourced labor; hardware and software also had to be obtained before we could move forward. Mr. Lawing explained that the vendors are also working on the servers' remotely. It is my understanding that certain things have to occur in a certain order. Commissioner Becker asked if they understand the sense of urgency. Mr. Lawing explained he has conveyed this to them multiple times. The software and databases have to be downloaded, which takes a significant amount of time. Commissioner Becker asked how long it takes to download. Mr. Lawing responded the county's download speeds are not always optimal. Commissioner Becker stated he does not understand why what should have been a four hour turnaround has been down for going on 45 days. Mr. Lawing responded that it would not have been if procedures were followed. Mr. Lawing stated Munis hosting the cloud is a possibility but would cost significantly more. Commissioner Becker commented that we need to look into that, and that's why I want you to send me an email summarizing the costs. Ms. Hardin asked if something has been put in place so that this does not happen again. Mr. Lawing responded we are in the process of putting something in place. Ms. Hardin asked if this was an employee not following protocol. Mr. Lawing summarized what the employee failed to do. Commissioner Krueger commented that she thinks the company providing the service should be responsible. Mr. Lawing responded this was a Microsoft product. Chairman Taylor commented that an employee was supposed to do A, B, and C and he didn't but documented that he did. Mr. Lawing agreed and stated that the employee documented that he monitored A, B, and C as well. Commissioner Becker asked how many hours a day were being worked to get this fixed. Mr. Lawing responded they are working as long as they can get things done. It is my understanding that certain things have to occur in a certain order. Commissioner Becker asked if Munis and Kronos are capable of supporting our need. Mr. Lawing responded that they support a lot of large groups. Commissioner Becker asked why we are having these issues. Commissioner Becker stated, it seems to him that these vendors are not capable of supporting our needs. Mr. Lawing stated the county does not have an IT department, and the vendors have offered to host these applications for a fee. Commissioner Becker inquired who would host. Mr. Lawing responded that Munis and Kronos would host their respective software. However, this would not include the 125 clocks that will need to be maintained or the desktop support. Mr. Lawing stated that he believes the hosting for all applications will cost the county at least \$1M or more annually, net. Commissioner Becker requested Mr. Lawing send the committee the cost comparisons so they could make a decision. Commissioner Becker commented that this is a disaster, and he wants to make sure that we have the correct resources. Commissioner Becker commented that he is not worried about spending a couple of extra dollars to cut corners to get this fixed by the end of the month. Mr. Lawing responded that he has done all that he can. Commissioner Becker pointed out that he knows IT recruiters that could find qualified individuals easily. Commissioner Becker stated that whoever is in charge of this should have a timeline. Mr. Lawing responded he would email him a timeline. Mr. Lawing stated all of this is dependent on certain things happening at a certain time. Chairman Taylor suggested, at some point, to bring in an IT director. Commissioner Krueger stated that this sounds far more complicated than it needs to be. Mr. Lawing stated that the problem is that we don't have an IT department.

- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS
 - A. Discussion regarding meeting dates- Chairman Chris Taylor explained meetings will still be scheduled on a monthly basis and cancelled as needed.
- VII. NEW BUSINESS
 - A. Investment Committee
 - 1. Trustee's Report- None
 - B. Purchasing Committee-None
 - C. 2002 Financial Management Committee- None
 - D. 2012 Financial Management Committee- None
- VIII. ADJOURNMENT- Motion to adjourn at 6:07pm by Commissioner Krueger.

**MINUTES
LEGISLATIVE COMMITTEE
PAUL R. GOODE, CHAIRMAN
NOVEMBER 14, 2016**

Present:

Paul R. Goode, Chairman
Kevin Pomeroy, Vice-Chairman
Paul Decker
Trisha LeMarbre
Leslie Schell
Jim Vaughn
Steve Graves
Scott Langford, Commission Chairman

Also Present:

Leah Dennen, Law Director
Lauren Walker, Law Office
Anthony Holt, County Executive

Chairman Goode brought the Legislative Committee meeting to order with an invocation by Comm. LeMarbre on Monday, November 14, 2016, at 5:50 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Schell moved, Comm. Graves seconded, to approve the agenda. The motion carried.

Minutes. Upon motion of Comm. Schell, seconded by Comm. LeMarbre, the Committee voted to approve the October 3, 2016. Comm. Graves abstained.

Public Comments. There were none.

Report of Chairman. Chairman Goode has no report.

Report of County Executive. County Executive had no report.

Old Business. None.

New Business.

9a. Register of Deeds, Cindy Briley's Bond. Upon motion of Comm. Vaughn, seconded by Comm. Graves, the Committee voted to approve the bond of Cindy Briley, Register of Deeds.

9b. Rule amendment – Committee Chairman Report. County Law Director Leah Dennen stated that there were several issues as follows:

- This protocol involves a request that committee chairmen give a brief but informative report on the business conducted by their respective committees.

Chairman Goode recognized Comm. Decker who brought forth the question about whether a Committee Chairman can place an item on the regular Commission agenda that passed his or her committee but not the Budget Committee. Ms. Dennen stated that the Committee Chairman can call the Commission Chairman to request the matter defeated in the Budget Committee be placed on the regular Commission agenda under his or her report.

Ms. Dennen recommended adding a new clause to the Standard Rules and Procedures that addresses the matter as follows:

Any Committee Chairman can direct the Commission Chair to add an item passed from that Committee to the full Commission agenda if it fails from another Committee.

Ms. Dennen stated that the Rules allow for this already, but the burden needs to fall on the Committee Chairmen to contact the Commission Chairman. No action was taken.

Chairman Goode requested Comm. Langford explain these matters to the full Commission at the next Commission meeting.

- The second is in regard to the Consent Agenda items. Any commissioner can pull an item off the Consent Agenda and place it under a regular Committee for discussion and/or action. Ms. Dennen said that current rules state any matter that receives a unanimous vote in committee is placed on the Consent Agenda.

9c. Rule Amendment – Consent Agenda items.

Comm. Graves moved, seconded by Comm. Decker, to add a clause to the Rules stating that any appropriation in excess of \$25,000.00 must be considered by a vote on the regular agenda. The motion carried.

10a/b. Certificates of Recognition. Upon motion of Comm. LeMarbre, seconded by Comm. Graves, the Committee voted to approve the certificates of recognition honoring Bethpage Elementary School and Dr. Jennifer Brown.

11a. Zoning Request. None

Adjournment. Upon motion of Comm. Schell and duly seconded, the Committee adjourned at 6:30 p.m.



SUMNER COUNTY COMMISSION

355 N. Belvedere Drive
Gallatin, Tennessee 37066-5410

MEMBERS PRESENT: OTHERS PRESENT:

Kevin Pomeroy, Chairman
Paul Decker
Earl Fischer
Paul R Goode
Steve Graves
Ben Harris
Caroline Krueger
Bill Taylor
Chris Taylor
Moe Taylor
Jim Vaughn

David Lawing
Leah Dennen
Lauren Walker
Anthony Holt
Jimmy Johnston
Brad Wear

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Larry Hinton

Third District
Steve Graves
Alan Driver

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Ben Harris
Baker D. Ring

Sixth District
Kevin T. Pomeroy
Jim Vaughn

Seventh District
Trisha LeMarbre
JoAnne Kemp

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline Krueger

Eleventh District
Scott Langford
Bill Taylor

Twelfth District
Michael Guthrie
Bob Pospisil

MINUTES SUMNER ENTERPRISE AD HOC COMMITTEE November 1, 2016

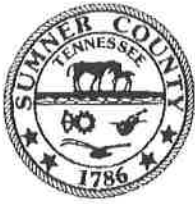
1. Call to Order by Chairman Pomeroy at 5:30pm in the Commission Chambers of the Sumner County Administration Building in Gallatin, TN.
2. Invocation- Led by Dr. Bill Taylor.
3. Approval of Agenda- Chairman Pomeroy requested to add Mr. Brad Wear under new business. Motion to approve by Mr. Moe Taylor, second by Mr. Graves, unanimous approval.
4. Approval of the Minutes – October 4, 2016- Motion to approve by Mr. Chris Taylor, second by Mr. Fischer, motion passes 8-3, with Mr. Moe Taylor, Mr. Vaughn, and Mr. Goode abstaining.
5. Report of the Chairman- Chairman Pomeroy stated this is the final meeting of this committee. He restated the purpose of this committee and explained they will not be voting on anything. Chairman Pomeroy explained that after the presentations of Mr. Wear and Mr. Johnston, each commissioner will be given two to three minutes to summarize their thoughts on what they see Sumner Enterprise Park's future being and if the county should pursue. Also, Chairman Pomeroy requested that Ms. Allison place their views or comments in a report and give to the County Executive to help him make a decision on whether or not to move forward.
6. Business:
 - Mr. Brad Wear-750 Wallace Road, expressed his opposition to the Sumner Enterprise Park. Mr. Wear stated that public development is highly competitive in this area and filled with risks. There are more examples of cost overruns, time overruns, and missed expectations. Mr. Wear explained there are nineteen states with 3,000+ acre sites, and several have stated they are willing to subdivide. Therefore, it is unclear of how many sites Sumner County would be competing with. Also, there are well over 100 sites with less than 3,000 acres already developed.
 - Presentation from Jimmy Johnston- Mr. Johnston and Mr. Holt went over the attached handout.
 - Committee members' reports:
 - A. Commissioner Ben Harris inquired if the land was shovel ready. Mr. Holt replied it is not. Mr. Harris explained this is not a sure thing, and it could be twenty years before we even have any tenants. He asked why we should build another industrial site when we have industrial facilities in Gallatin that aren't being used.



SUMNER COUNTY COMMISSION

355 N. Belvedere Drive
Gallatin, Tennessee 37066-5410

- B. Commissioner Steve Graves commented that his feelings are that Sumner County cannot afford this. Mr. Graves explained every job that the county brings in also brings in 2.61 children. Mr. Graves pointed out the more children that come, the more schools that we have to be able to fund. He explained that we are behind on maintenance for the courthouse and other buildings that need work in the county. Mr. Graves asked Mr. Holt if he had said the county will only be out \$23M on this project. Mr. Holt explained the breakdown that was in the packet. Mr. Holt explained that his thoughts on paying for the project would be \$4M out of the hospital fund and the remaining to be funded from industrial bonds. Mr. Holt also explained that none of this may be relevant because we have to do the due diligence to make sure the land is suitable for the site. Mr. Holt explained to do the due diligence, he would need about \$550K of local funding. Mr. Graves stated from what he sees at this point, the support from him is not here.
- C. Commissioner Bill Taylor stated there are three things: what we need to do; what we would like to do; and what can we do. He explained that right now, we cannot afford the \$550K for the study or for the actual park.
- D. Mr. Earl Fischer- Mr. Fischer stated that the sub-committee process is to determine if this is going to be passed on with a recommendation for consideration or not.
- E. Commissioner Moe Taylor pointed out that this project was discussed briefly at the November 3, 2014 budget meeting. He explained it was mentioned at that time with very little detail. Mr. Taylor explained it was postponed but never let go. He stated every time the county does anything, it's always 50% more than expected. He stated the big number, \$23.8M, was the Sumner County taxpaying citizens' portion of this, and by his calculations, it is two to three cents on the tax rate. He stated, in his opinion, this was part of one tax increase; and if this passes, the \$550K speculation process, it will be funded by part of the next tax increase.
- F. Commissioner Krueger explained that she could not help but let experience being on the commission, general operations, and other committees play a factor in where she thinks we are now. Ms. Krueger explained there are many areas in our county that are behind on maintenance, such as the courthouse and jail. She stated that she doesn't feel spending \$550K makes sense when it could go to the courthouse or jail.
- G. Commissioner Vaughn explained what commissioners do is spend the tax payers' money. He explained that the Government should provide certain services, infrastructure/paving roads. It takes forty years to recoup enough tax dollars to pave a road. Mr. Vaughn stated that the county should not spend money if it is uncertain that revenue will be recouped. He commented that the county does not need to drain its debt capacity. He stated he believes there are other things we can do to promote economic development other than the proposed industrial park. Mr. Vaughn explained that, in his opinion, it would take four cents of the tax rate to cover the cost of the \$23.8M of debt. Mr. Vaughn stated that the estimated \$86M would not be partially funded by TDOT because it is his understanding that TDOT is trying to find ways to pay for their current projects.
- H. Commissioner Goode reiterated his concerns that he said he voiced in the first meeting. He pointed out that nothing will be voted on in this committee, and to move forward, everything would have to be presented to the budget committee through the committee process. Mr.



SUMNER COUNTY COMMISSION

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Goode commented that the total cost of the project at this point is total speculation. Mr. Goode stated the City of Gallatin has options of 600 acres that could be used for their existing industrial site. Also, Mr. Goode stated that we may have other options, for industrial development, including funding the Forest Retreat Interchange in Hendersonville. Mr. Goode inquired about who would pay for the infrastructure. Mr. Holt explained it depends on the type of infrastructure. Utilities are not put in until a tenant is acquired. Roads are usually the county's responsibility.

- I. Commissioner Chris Taylor pointed out that generally the budget committee tries to make things cost neutral if possible. Mr. Chris Taylor commented that he doesn't feel it's viable to spend \$500K without more information. Mr. Chris Taylor explained the budget process will be done completely differently this coming fiscal year because the county must be very frugal. He requested Mr. Holt to place Mr. Wear's last email on the website.
 - J. Commissioner Pomeroy read an email from Mr. Geminden, "Kevin, While I appreciate Mr. Holt's vision for the future and I know hindsight is 20/20; if we had purchased property six years ago with the hospital funds at a cost of \$7K or less per acre, I would have agreed. In my opinion and others I have talked with, the property in question is far too expensive. The county is in need of many other services and should not gamble on this investment at this time. Thanks again for your leadership."
 - K. Commissioner Decker stated he doesn't think we have enough information to move forward with this. Mr. Decker explained that we have \$10M in the hospital fund designated for things like this, and we should use it to do more studies so the county can make the right decision. He explained a decision of this magnitude needs to be taken to the full commission to allow every commissioner to be a part of this and to decide which way to go. He stated if the economy is going to expand, we need to invest in Sumner County.
 - L. Commissioner Pomeroy explained that we have to be able to adequately fund schools and our judicial system. Mr. Pomeroy stated the budget is tight, and we have already spent \$647K of unbudgeted money this year. He pointed out this project is unbudgeted money that the county doesn't have.
7. Adjournment- Motion to adjourn at 7:22pm by Ms. Krueger, second by Mr. Chris Taylor, unanimous approval.

**LIABILITY CLAIMS COMMITTEE BOARD MEETING
MINUTES
OCTOBER 3, 2016**

Paul Decker
Anthony Holt
Alice Bachman
Billy Geminden

Leah Dennen
Lauren Walker
Kim White
Michael Sweat

The Liability Claims Committee Board meeting was called to order at approximately 4:00 p.m. in the Law Director's Conference Room on October 3, 2016.

The meeting began by electing the Slate of Officers for the coming year. Motion was made by Mr. Holt, seconded by Mr. Geminden, to retain Mr. Decker as the Chairperson for the Liability Claims Committee. Motion passed.

Motion was then made by Mr. Holt, seconded by Mr. Decker, to elect Mr. Geminden as the Vice-Chairperson for the Liability Claims Committee. Motion passed.

Minutes: A motion was made by Mr. Geminden, seconded by Mr. Holt, to accept the August 2016 minutes. Motion passed

Medical Payments: Motion was made by Mr. Holt, seconded by Mr. Geminden, to accept the medical payments for August & September 2016. Motion passed.

Old Business:

None.

New Business:

None.

Executive Session:

A motion was made by Mr. Geminden, seconded by Mr. Holt, to adjourn the meeting. Motion passed. The meeting was adjourned at approximately 4:10 p.m.

Approved by:

Chairperson

Date