



**Management and Internal Services Committee Meeting
Minutes for June 8, 2021 at 8:30 AM
Evans Government Center Auditorium, Evans, Georgia**

Present at the meeting included:

Connie M. Melear, Chairman
Donald Skinner, Sr., Vice Chairman
Douglas R. Duncan, Jr., Member
Commissioner Gary L. Richardson
Commissioner Dewey G. Galeas
County Manager Scott Johnson
Deputy County Manager Glenn Kennedy
Deputy County Manager Matt Schlachter
County Clerk Patrice R. Crawley

Division Directors:

Leanne Reece - Internal Services
Paul Scarbary - Development Services
Kyle Titus - Engineering Services
Scott Sterling - Planning Services
Michael Blanchard - Technology Services
County Staff

Members of the Media and Public

A. CALL TO ORDER

Chairman Melear called the meeting to order at 9:08 a.m.

B. INVOCATION

The Invocation was held at the prior Audit Committee meeting at 8:30 a.m.

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was held at the prior Audit Committee meeting at 8:30 a.m.

D. ROLL CALL / QUORUM

Chairman Melear declared a quorum with three members of the committee present.

E. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

(E1) May 11, 2021

Vice Chairman Skinner made a motion to approve the May 11, 2021 minutes of the Management and Internal Services Committee. Member Duncan seconded the motion. The motion carried unanimously.

F. APPROVAL OF THE AGENDA

Chairman Melear presented the agenda.

G. PRESENTATION

H. CONSENT AGENDA

I. DEBATE AGENDA

(I1) New Business

(I1a) County Manager

(I1a1) Juvenile Court Independent Contracts

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda Juvenile Court independent contracts with Margaret Adams for Program Director at an annual salary of \$24,999.96, Kathleen Conner for Attorney Guardian Ad Litem at an annual salary of \$24,000, Jennifer Hunter for Coordinator for Children in Need of Services at an annual salary of \$12,000, Kelly Kitchens for Indigent Defense at an annual salary of \$21,999.96, Jack R.B. Long for Indigent Defense at an annual salary of \$21,999.96, Joseph Pride for Attorney Guardian Ad Litem at an annual salary of \$18,000, Brenda Taylor for Court Reporting at an annual salary of \$23,068.08 and Sheila Wahman for Attorney Guardian Ad Litem

at an annual salary of \$24,999.96.

(I1a2) Extension of the State Properties Commission Agreement for the Department of Family & Children Services

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda the extension of the State Properties Commission agreement for the Department of Family & Children Services building at a monthly rental rate of \$7,891.49.

(I1a3) Extension of the State Properties Commission Agreement for the Department of Driver Services

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda the extension of the State Properties Commission agreement for the Department of Driver Services building at an annual rental rate of \$1.

(I1a4) Employee Assistance Program (EAP) Contract Renewal #3 with Employee Services, Inc.

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda renewal number 3 with Employee Services, Inc. for the Employee Assistant Program at an annual expense of \$34,251.95.

(I1a5) Employee and Dependent Basic, Employee, Spouse & Dependent Voluntary Life, Employee Short & Long Term Disability Benefit Products with New York Life Group

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda the third renewal option for employee and dependent basic, employee, spouse & dependent voluntary life, employee short & long term disability benefit products with New York Life Group.

(I1a6) Contract with Daffin and Company dba Express Employment Professionals for Temporary Workers

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda a contract with Daffin and Company dba Express Employment Professionals for temporary workers.

(I1b) Deputy County Manager

(I1b1) Board Appointments for the Department of Behavior Health and Development Disabilities Regional Advisory Council, Community Service Board of East Central Georgia and Local Emergency Planning Committee

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda the appointment of Dr. Chris Mace, term ending June 30, 2022 and Dr. Patty Cox McDonald, term ending June 30, 2024 to the Region Two Department of Behavior Health and Developmental Disability Regional Advisory Council and the appointment of Dr. Chris Mace, term ending June 30, 2024 and Mayor Roxanne Whitaker, term concurrent with elected office, reappointment of Curt Young, term ending June 30, 2024 to the Community Service Board of East Central Georgia, and Caroline Guay, Brad Hartman, Joe Hotchkiss, Dr. Chis Mace and John Ryan, term ending June 30, 2024 to the Local Emergency Planning Committee.

(I1c) Internal Services

(I1c1) External Auditing Services Renewal with Cherry Bekaert, LLP.

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda a contract renewal with Cherry Bekaert, LLP. for external auditing services in the amount of \$68,000; 1011002.533003.

(I1c2) Columbia County Community Connections Agreement

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda an agreement with Columbia County Community Connections.

(I1c3) FY 2021/2022 ACCG Property and Liability Insurance Renewal

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda the renewal

contribution worksheet for the FY2021/2022 ACCG-IRMA in the amount of \$477,586; 6116100.533130.

(I1d) Technology Services

(I1d1) Renewal of the Agreement with Layer 3 Communications for Managed Security Services

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda the renewal agreement with Layer 3 Communication for managed security services in the amount of \$77,000; 1011005.533035.

(I1d2) Renewal of Agreement for Dell Equipment and Services

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda the renewal agreement with Dell for equipment and services.

(I1d3) Renewal of Agreement with Fred Daniel Mapping Services

Approved forwarding to the June 15, 2021 Board of Commissioners Consent Agenda a renewal agreement with Fred Daniel Mapping Services in the amount of \$41,400; 6516500.533035.

(I1e) Other Committees

(I2) Items Added at the Meeting

J. LEGAL MATTERS

K. STAFF REPORTS

(K1) County Manager

(K1a) Fiscal Year 2021 Personnel Savings

County Manager Johnson presented the Fiscal Year 2021 Personnel Savings for information purposes.

(K2) Internal Services

(K2a) Year to Date Budget Report

Internal Services Director Reece presented the year to date budget report as information.

(K2b) SPLOST Update

Internal Services Director Reece presented the SPLOST Update as information.

(K2c) Investment Report

Internal Services Director Reece presented the investment report as information.

L. COMMISSIONERS' AND PUBLIC COMMENTS AND PARTICIPATION

M. EXECUTIVE SESSION

N. ADJOURNMENT

At 9:42 a.m. Chairman Melear adjourned the meeting.

Signature on File

Connie M. Melear, Chairman

Signature on File

Patrice R. Crawley, County Clerk