

**Meramec Regional Planning Commission
Minutes
November 10, 2016**

Call to Order

Chairman Ray Schwartze called the November 10, 2016, meeting of the Meramec Regional Planning Commission to order at 7:36 p.m.

Consent Agenda

The following consent agenda items were presented for approval:

a. Minutes – Oct. 13, 2016

b. Local Review

None

c. Statewide Grant Applications

1. Missouri Coalition for Primary Health Care, Jefferson City
93.129 – Technical and Non-Financial Assistance to Health Centers
Missouri Primary Care Association
Federal: \$1,076,386
Total: \$1,076,386

d. Board of Director Appointment

Request for the MRPC commission board to approve an MRDC board nomination from Crawford County to reappoint Tim Lorraine to the board to serve a three year term beginning on July 1, 2016 through June 30, 2019.

e. Confirmation of Executive Committee Action

Permission was requested for staff to submit a grant application for \$30,000 to the North Central Region Sustainable Agriculture Research and Education to provide training for farmers and ranchers and other ag-related entities that purchase their products or otherwise help ensure their sustainability. Permission was also requested for the chairman or executive director to sign all documents related to the application and funding approval, if funded. With the grant application being due October 31, 2016, the executive committee was polled via email and they voted to approve submission of this grant.

James Morgan made the motion to approve the consent agenda as presented; Mary Heywood seconded the motion. The motion carried.

Presentation: Audit Report

Amanda Wiggins from Kean & Company, LLC presented a finalized audit report for MRPC and its component units for year ending June 30, 2016, which includes MRPC/MRB/MREPC/RLF & IRP. Ms. Wiggins reported that there were no adverse findings. The audit showed that there were good internal controls, a good control environment and proper segregation of duties. One item that did stand out was the one IRP and two RLF loans that were written off but this type of thing doesn't happen very often. The RLF Economic Adjustment Assistance Grant was inspected and was found to have one adverse finding. There was lack of documentation in some loan files. Copies of turn-down letters from the banks were missing and federal legislation requires that copies of these letters be placed in the files. MRPC was able to obtain copies of these letters prior to the auditors finalizing the audit report. Management outlined corrective action to prevent future incidents. Overall everything went well according to Ms. Wiggins. This was their sixth and final year with MRPC as we are required to contract with a new firm beginning next year. Ms. Wiggins thanked everyone for being responsive and kind. Bonnie Prigge expressed her appreciation of their work for MRPC.

Randy Verkamp made the motion to approve the audit report; Don Brackhahn seconded the motion. The motion carried.

External Relations Committee: Committee Chairman Darrell Skiles presented Jason Shenefield to the board for approval as the at-large representative for hospitals. Bonnie Prigge noted that with his extensive background in healthcare she feels that he can add a lot of value and expertise to this position.

Darrell Skiles made the motion to accept the nomination; Bob Parsons seconded the motion. The motion carried.

Darrell reported that there are still two vacant positions to be filled, - for-profit for Dent County and labor.

Annual Dinner Surveys were reviewed and the overall comments were good.

The committee reviewed the list of state priorities and set a date of January 24, 2017 to visit the capital and present the priorities. January 31 was set as a backup date in case of inclement weather. It was noted that only nine priority surveys were received back from members.

The committee also reviewed a list of federal priorities and the list will be going out to the board next week. Darrell asked for everyone's feedback and noted that federal legislators will be here in January.

Darrell made the motion to accept the nomination of Jason Shenefield; Randy Verkamp seconded the motion. The motion carried.

Operations Committee: Committee Chairman Marvin Wright reported that the committee reviewed the MRPC/MRB and MRPC/MRDC-RLF and IRP program financial statements for the period ending October 31, 2016. The committee was also presented with the MRPC/MRB/MREPC/RLF and IRP audit report for the period ending June 30, 2016. Also discussed were legislative issues.

Marvin Wright made the motion to accept the financials for the period ending October 31, 2016; Leo Sanders seconded the motion. The motion carried.

Planning Committee: Committee Chairman James Morgan reported that the committee discussed federal priorities and talked about changes in Washington with the new president and congress. A lot of time was spent discussing healthcare issues.

Housing Advisory Board: Leo Sanders reported on the recent Phelps County Housing Authority audit. He reported that it was a clean audit. It was reported that PHA is on target for Housing Assistance Payments and administrative services. Each year HUD accesses housing agencies on their performance and this year PHA received the maximum points and scored 100%. The Housing Board commended the staff on a job well done.

Transportation Advisory Committee: Bonnie Prigge reported that she and Preston Kramer have been visiting county commissions to discuss transportation needs in each of the counties in our region. Each county is being asked to identify their top three needs to be brought before the TAC committee in December for prioritizing to go to MoDOT. Also to be discussed at the December TAC meeting will be the prioritization of the Transportation Alternative Grant applications. Other topics will include discussing the safety audit, looking at higher traffic areas and safety accidents. This will be a very important meeting and everyone involved is urged to attend.

Environmental: Tammy Snodgrass reported that the Missouri Department of Natural Resources completed an audit of the Ozark Rivers program. It was a clean audit and Tammy said they were very complimentary.

Board members received a handout covering other environmental updates and a report on Meramec Regional Emergency Planning Committee activities.

Meramec Regional Emergency Planning Committee: Kraig Bone, at-large representative for emergency management.

Business Loans: Bonnie Prigge reported that MRPC has money to loan and that Maria is on her way back from re-finance training in California. The RLF Plan has been submitted to EDA but Linda Loughridge reports that there is no word on approval yet. Bonnie indicated that we need to increase our SBA loan

volume and that we need to do a minimum of four loans over a two year period. She noted that MRPC is reaching out to other RPCs for referrals.

SBA loans can be done anywhere in the state of Missouri but there are only two RPCs in the state who currently do these types of loans – MOCAM and MRPC. RPCs not handling SBA loans are being encouraged to refer potential SBA clients to one of the RPCs who do and that RPC would pay them a finder's fee. MRPC closed eight loans in the last fiscal year.

Mobility Management: Linda Loughridge reported that the Mobility Management Program also underwent an audit conducted by a firm out of New York City. We don't expect any issues when we receive the final report.

Workforce Development: T.R. Dudley
No report was given.

Meramec Community Enhancement Corporation: Committee Chairman Marvin Wright reported that the committee held a conference call last month and hope to have a regular meeting next month. He indicated that they are going to try and set the meetings before the MRPC meeting.

Meramec Region Community Foundation: Bonnie Prigge reported that MRPC hosted a regional CFO meeting in October and that it was a good learning opportunity. Information on the Give Ozarks program will be going out soon. This year CFO is going to make it more regional by reaching outside of Springfield. The next meeting will be December 7, 2016 and will be headed up by their new president, Vicki Nelson, who is from Maries County.

Chairman Report: Ray Schwartze opened his report by asking members to take the December meeting seriously. Transportation has become a priority and the more people who participate in the visit to the capital on January 24, 2017, the more serious they take the region's requests. For economic development, the biggest drawback is transportation. He urged committee members to work on the list of federal priorities and asked for good participation at the December MRPC meeting.

Ray concluded his report with remarks on the audit. He said it was a good audit and thanked Bonnie and her staff for their good work and then wished everyone a Happy Thanksgiving.

Director Report: Bonnie Prigge introduced Anne Freand as the new Community Development Specialist and noted that MRPC is excited to have her. Anne is a Certified Planner and had interned with MRPC in 2004.

Bonnie shared our priorities, including concerns with the Highway 63 corridor, with the Highway Commission when she met with them in Rolla on November 2, 2016. She thanked them for their partnership with MRPC and TAC.

Bonnie also noted that the MACOG by-laws were being revised and will be brought before the board in the future. They are looking to be able to amend the by-laws without having to go back to the RPCs each time and are trying to clear up the by-laws so that they are reflective how the RPCs do business.

Steve Kastner with Economic Development has money and is looking for projects. Projects are generally infrastructure and based on job creation. Bonnie asked members to let her know if there is something going on in their county that might be a good fit.

Bonnie reported that she had the opportunity to participate in a meeting coordinated by the Central Workforce and Investment Board. Between Alex Blackwell, the new director, and Nancy Montgomery, Human Resource Manager at Tacony Manufacturing, area industries were brought together to discuss ways of meeting their needs. Finding employees to fill line staff positions in operations is a big issue. Entrepreneurial and internship ideas were also discussed.

Bonnie noted that the Economic Development board needs to be revitalized.

Miscellaneous: Steve Vogt thanked everyone for the cards, well wishes and prayers on the passing of his son. He also expressed his thanks to those who contributed to the education fund for his son's children.

Adjourn

Mary Heywood made a motion to adjourn the meeting at 8:25 p.m.; Darrell Skiles seconded the motion. The motion carried.