

Commission Workshop Minutes and Recommendations

2/20/21

Jonesborough International Storytelling Center

In attendance: Commissioners Jones, Huffine, Cate, Wheeler, Malone, Matherly, Carriger, Williams, Fitzgerald, Ford, Davenport

Absent: Harris, Tester, Edens, Light

The meeting started with a prayer led by Commissioner Huffine, and pledge led by Chairman Matherly

Commissioner Huffine proceeded to facilitate the meeting with about 50 minutes devoted identifying tactics and outcomes for each objective. In addition, the discussion of each objective began with a review of progress to date, supplemented by a list of resolutions commensurate with each objective prepared by the County Attorney (see attached).

1. Develop a 20 year plan for water and fire services in the county

Water - Progress to date:

- Priority List Developed
- Cost Estimates Developed
- Time-line proposed

Water - Recommendations:

1. Develop Water Line Extension Process
2. Gain Commission Approval
3. Gain Partner (Municipality's) Approval
4. Obtain Funding
5. Develop Expansion List
6. Schedule Expansions

Notes:

Commissioner Davenport provided a rationale for a proposal to “get in the business” of water expansion (as opposed to contract out) – a proposal to set up shop here so we can save about 1.5-3.7 million on one project (2.2M) with 1.5M upfront costs

Current water program requires 3 year lead time

Proposed Water Line Extension Process

Task force (county, city of JC, town of JBO and Kingsport) works from prioritized list; WEP has engineering study and manages the extension

Process; Joint with Jonesborough -county paid, Jonesborough managed (7 employees dedicated to water line expansions in Washington County) \$450,000 for these \$533,000+ costs for machinery

“Commercial estimates” vs. “Joint Program” show joint program saves

Water - Measurable Outcomes:

1. June '21
- 2 - 3. Approvals – Complete by May '21
4. Funding – Complete by June '21
5. Expansion List & Timing – July '21
6. Begin 1st project – August '21

Fire - Progress to Date:

- Continual development of numerical results on Pilot Program.
- Second proposal on personnel received from VFD (need details).
- Requested Mayor to have CTAS review second proposal (add to Pilot Program).
Continual improvement on Hydrant locations

Fire – Recommendations

1. Request CTAS to review pilot program, expand and review plan submitted by Fall Branch VFD. Recommend any other alternatives.
2. Expand Pilot Program or other program based on feedback and budget.
3. Continue to expand placement of fire hydrants in strategic locations.

Fire – Measurable Outcomes

1. Report from CTAS – June '21
2. Fire hydrants is ongoing.

2. Communications: To improve internal and external communications

Progress to Date:

- Advisory Board Established
- Advisory Board meetings (5/5,6/23, 8/26, 9/22, 10/27)
- Key Target Focus:
 - Social Media
 - Mayoral Updates
 - Website Updates
- Establish Social Media Platform (CIA Committee)
- Mayoral Updates Communicated
- Updated Website

Recommendations:

1. Redefine Task Force members
2. Task Force meeting to assess progress to this point and course correct.

3. Define Objectives and deadlines.
4. Joint meeting with stakeholders to review objectives.

Measurable Outcomes:

1. March Commission Meeting (include Huffine (Chair), Jones, Williams, Davenport, Wheeler).
- 2 -3. April - May '21
- 4. May - June '21

Notes:

There are challenges associated with effectiveness of the task force/advisory board and a new process for identifying the communications desires of the Commission and implementing them should be determined.

Reform the Communications Task Force to be Commissioners only, at least temporarily, for more focused planning and follow-through. New members nominated include Huffine (Chair), Jones, Williams, Davenport, Wheeler. Charge to this Task force is re-evaluate what outcomes we want and identify ways to achieve them.

3. Work Force Development. Contribute to Regional Efforts around Workforce Development

Progress to Date:

- County Wide Kindergarten Study Funding Approved.
- ACT Testing Funding (3,000).
- Recruitment of Businesses. Moving toward Work Force Ready Community.
- Participation in Joint Meetings with Local Entrepreneurs.
- Hosted Workforce Related Entities (CIA & HEW)

Recommendations:

- Develop Regional WFD
 - 1. Joint workshop with School Board, County Commission and State Representatives.
 - 2. Request ETSU involvement with study & recommendations.
 - 3. Industrial leader's involvement & recommendations.

Measurable Outcomes:

- 1. May '21
- 2. April '21 (request)
- 3. April start but ongoing