

MINUTES

PLANNING RETREAT OF THE COLQUITT COUNTY BOARD OF COMMISSIONERS

Tuesday, January 20, 2015

Sundown Farms Plantation

Moultrie, Georgia

8:30 a.m.

CALL TO ORDER: The planning retreat was called to order by facilitator Gordon Maner, Senior Public Service Associate with the Carl Vinson Institute of Government. The purpose of the retreat was to develop strategic planning ideas and concepts.

PRESENT: Those present were Commissioners Winfred Giddens, Marc DeMott, Donna Herndon, Paul Nagy, Johnny Hardin, and Chairman Terry R. Clark. Also present were County Administrator Chas Cannon, Finance Director Wayne Putnal, Human Resources Director John C. Peters, County Clerk Melissa Lawson, and Carl Vinson Institute Senior Public Service Associate Gordon Maner.

ABSENT: Commissioner Luke Strong.

Mr. Cannon welcomed everyone and gave a brief overview of the purpose of the planning retreat.

WELCOME, OVERVIEW, AND INTRODUCTIONS: Mr. Maner welcomed everyone in attendance and stated the planning retreat was an excellent opportunity to discuss important issues and develop future plans. Mr. Maner gave a description of his duties as facilitator and encouraged everyone to speak freely and ask questions when necessary.

(Commissioner Nagy entered the retreat at 8:56 a.m.)

NEEDS AND EXPECTATIONS: Mr. Maner discussed in detail the dynamics of county government and stressed the importance of understanding and communication between elected officials and administration.

Mr. Maner encouraged all present to think proactively and encouraged long term, strategic planning. Expectations and needs of both commissioners and administration were discussed extensively.

Mr. Cannon spoke of his weekly updates to the commission in order to keep them informed of recent events. Commissioner Herndon expressed her appreciation for the pre-board meeting work sessions.

ACCOMPLISHMENTS: Mr. Cannon reviewed a list of recent accomplishments including, but not limited to, updating the county personnel policy, streamlining the county payroll system by transitioning to mandatory direct deposit and e-check notifications, implementing changes in the county health policy, website renovation, updating fuel

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dispensing equipment, and the establishment of a joint city/county health clinic to provide employees with convenient and low cost health care.

Participation issues and possible expansion of the employee health clinic were thoroughly discussed.

Mr. Cannon voiced the need for an individual to track health care usage and costs. Commissioner DeMott mentioned the presence of a previous intern provided by the Archway program that performed in this capacity.

Mr. Maner suggested the possibility of contacting ACCG regarding the provision of an intern to perform these duties and responsibilities. Mr. Peters, Human Resources Director, also mentioned the possibility of contacting the Public Administration department of Valdosta State University regarding an intern.

ITEMS FOR DISCUSSION: Financial needs were discussed in detail, including ways to reduce costs and increase revenues. Mr. Cannon stressed the importance of increasing efficiency, maintaining quality customer service, and stressed the need to reorganize the county's departmental structure in order to accomplish these goals.

Economic Development issues were discussed, including ways to increase job opportunities in Colquitt County via promotion, recruitment, and working with both the Economic Development Authority and state legislators.

The benefits of developing a short term work plan were presented and discussed.

The board recessed for a ten minute break.

Personnel issues were presented and reviewed, including the need to compensate key personnel adequately. Mr. Cannon stressed the importance of having vital positions filled with competent, progressive individuals, which would in turn increase the overall efficiency of county government.

Mr. Cannon expressed the desire to implement cost of living raises for county workers and also expressed the need for succession planning in order to smoothly transition internal departmental personnel changes.

Infrastructure and maintenance issues were discussed, including the possible inventory of county property and facilities that are not currently being utilized.

The ongoing energy audit was explained in detail, as well as a list of possible SPLOST projects.

Mr. Maner thanked all for the opportunity to participate and mediate the planning retreat and discussed the benefits of continuing the planning process.

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Mr. Cannon thanked all in attendance for their ideas and progressive thinking and asked all to remember Commission Strong, who was currently in Intensive Care at Colquitt Regional Medical Center.

The planning retreat was adjourned at 2:21 p.m.

Respectfully submitted,

Terry R. Clark
Chairman

Melissa Lawson
County Clerk

Approved: _____