Board Meeting Minutes
September 16, 2020

MEMBERS PRESENT
Honorable Valerie Abbott, City of Birmingham, Chairman
Ms. Eunice Rogers, City of Birmingham, Vice-Chairman
Mr. Chester Jolly, City of Warrior, Treasurer
Mr. Chad Scroggins, Shelby County
Honorable Tom Henderson, City of Center Point
Mr. Jeff Downes, City of Vestavia Hills
Ms. Maranda Nolen, City of Springville
Honorable Tommy Bowers, St. Clair County
Honorable Robbie Hayes, Shelby County
Honorable Hollie Cost, City of Montevallo

MEMBERS REPRESENTED BY ALTERNATES
Honorable Joe Knight, Jefferson County
  Mr. Zach Brooks, Jefferson County
Mr. Edwin Revell, City of Birmingham
  Ms. Katrina Thomas, City of Birmingham

MEMBERS ABSENT
Honorable Sandra Little Brown, Jefferson County
Honorable Chris Green, Blount County
Honorable Ken Gulley, City of Bessemer
Honorable Eddie Reed, Town of Jemison
Honorable Jimmie Stephens, Jefferson County
Honorable Randy Curtis, City of Hayden
Mr. Ed Lowe, City of Oneonta
Honorable Lee McCarty, Town of Wilsonville
Honorable Loxcil Tuck, City of Tarrant
Mr. Tim Westhoven, City of Hoover, Secretary
Honorable Jon Graham, City of Calera

OTHERS PRESENT
Mr. Charles Ball, RPCGB
Mr. Brian O’Dell, RPCGB
Mr. Ray Morris, RPCGB
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Ms. Ricki Hall, RPCGB  
Ms. Jesslan Wilson, RPCGB  
Mr. Scott Tillman, RPCGB  
Ms. Ashley Ward, RPCGB  
Ms. Laurel Land, RPCGB

CALL TO ORDER AND ROLL CALL
A virtual meeting of the RPCGB Board Meeting was held on Wednesday, September 16, 2020 at 10:30 a.m. via ZOOM video conferencing https://zoom.us/j/93415053048. Chairman Abbott called the meeting to order at 10:32 a.m. A quorum was declared by the Chairman.

MINUTES  
Minutes from February 19, 2020 stand as written.

FINANCE COMMITTEE

Mr. Brian O’Dell presented the financial reports ending July 31, 2020.

Statement of Net Assets
Mr. O’Dell stated that the financial statements continue to be solid and holding up really well. The Current Ratio is 3.60 (A) and the Quick Ratio is 2.95 (B). The Current Assets are $4,224,370 (C), Unbilled Receivables are $755,345 (D), Total Current Liabilities are $1,174,325 (E). These statements are consistent with the statements we have reviewed in the past. There is not a lot of change from one period to the next. In the way our operation works, that is the way it should be. Mr. O’Dell added that the numbers look really great.

Budget Summary
Mr. O’Dell pointed out column J on the Budget Summary Vs Actual report. The numbers in this Variance column are either positive or have very small variances. The EDA line item variance is due to timing. The RLF line item variance is due to additional funding not reflected in the report. This overall report reflects how well everything has been going at the program level. Managers have done a great job of managing their programs throughout the year and during the pandemic. Mr. O’Dell pointed out that for the past fifteen years we have had really good performance at the program level, and it shows up over time in our statement of financial position report. The overall numbers are in good shape and the people running the programs have done a fantastic job.

Statement of Income and Expenses
Mr. O’Dell provided the following report for review specifically regarding the Medicaid Waiver Programs.
RPCGB
Medicaid Waiver Program Income and Expenses
Year to Date Through July 31, 2020

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<tr>
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<th>E&amp;D</th>
<th>PersChoices</th>
<th>TA</th>
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<tbody>
<tr>
<td>Total Revenues (I)</td>
<td>$6,107,715</td>
<td>$195,203</td>
<td>$33,243</td>
</tr>
<tr>
<td>Total Salary, Fringe and Indirect cost</td>
<td>1,811,847</td>
<td>188,742</td>
<td>36,575</td>
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<tr>
<td>Total Direct Costs</td>
<td>320,595</td>
<td>5,212</td>
<td>2,710</td>
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<tr>
<td>Contracts</td>
<td>3,020,801</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Total Expenses</td>
<td>5,153,242</td>
<td>194,953</td>
<td>39,285</td>
</tr>
<tr>
<td>Excess (deficit) of revenues over expenses</td>
<td>(45,528)</td>
<td>250</td>
<td>(8,042)</td>
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**Dues**
The Committee reviewed the Dues Status report for FY2020. A comparison chart was distributed indicating dues collected as of August 31, 2020. 71-member governments have paid $586,550 during FY 2020 compared to 66-member governments paying $585,810 for the same period last year (FY2019).

**PROGRAM BUDGET COMMITTEE**

**FY2021 Budget**
Mr. Brian O’Dell presented the FY2021 Draft Budget. The budget looks very similar to the budget that was presented last year. The total budget for FY2021 is $14,436,797 and FY2020’s budget was $13,141,287. The main differences are the PL funding is about $300,000 higher this year, the STP Advance Planning (APPLE) is about $250,000 higher, the Medicaid Waiver E&D program is about $300,000 higher, and we have a new program EDA CARES Act program that is $200,000. Those increases in those four programs make up the difference in last year’s budget vs this year.

Ms. Eunice Rogers moved, and Mr. Chester Jolly seconded to adopt the FY2021 Budget as presented. Motion passed on a voice vote.

**Title VI Nondiscrimination Program and Limited English Proficiency Plan**
Ms. Laurel Land explained that RPC became the designated recipient for administration of the 5310 program. That program supports transportation for elderly and disabled individuals. In the past RPC has just done the administration of the program and now we
will be doing the administration as well as the payments for those projects. Along with that RPC had to complete a lot of documentation which included a Title VI Nondiscrimination Plan and Limited English Proficiency Plan. Title VI is a Civil Rights act based on race, color, and national origin. This program is basically just for our outreach to make sure we are reaching those people who may be less aware or may be affected by some of our projects. It says we will not discriminate, and we will be sure to reach out to those who might need special attention. It also includes our previously-adopted LEP Plan (Limited English Proficiency).

Mr. Jeff Downes moved and Ms. Eunice Rogers seconded to adopt the plan as presented. Motion passed on a voice vote.

OTHER

There being no further business, the meeting adjourned at 11:20 a.m.

[Signature]
Councilor Valerie Abbott, Chairman

12-16-2020
Date