

Minutes
BRADD Special Called Executive Council
Wednesday, September 18, 2024
BRADD Office Center

Regular Members in Attendance: Judge/Executive Joe Choate, Mrs. Dawn Devore, Mr. Gary Dillard, Judge/Executive Dennis Harper, Mayor Dwayne Hatcher, Mayor Billy Phelps, Mr. Michael Stoyonovich, Mr. Steve Thurmond. (See attached sign-in sheet).

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Ms. Alecia Johnson, Ms. Brooke Edwards, and Mr. Caleb Speck.

1. Call to Order

The Executive Council meeting was called to order by BRADD Vice Chair Judge/Executive Joe Choate. It was determined a quorum was present.

2. Approve Minutes

Vice Chair Choate reported the minutes from the August 28, 2024 Executive Council meeting were previously emailed to the members for prior review.

Motion: Mayor Dwayne Hatcher made a motion to approve the August 28, 2024 Executive Council minutes. The motion was seconded by Mr. Steve Thurmond. Motion carried.

3. Agreements/Contracts

- **Aging Programs Request for Proposals (RFPs)**

Chairman Dillard joined the meeting then called on Ms. Alecia Johnson who reported, in line with the procurement process, the Aging Department at BRADD will be requesting proposals for Aging Services this fall. These services include Senior Center Program services, Frozen Meal services, Hot Meal services, in-home services, Ombudsman Program Services, Transportation Services, and SHIP/Legal Assistance services. Due to length, copies of all proposals were emailed to members for prior review. Ms. Johnson further reported, BRADD staff have been working with legal services in efforts to streamline and simplify the RFP (request for proposal) process while still maintaining adherence to the program regulations. Through these updates, it is hoped to encourage more interest in BRADD services. Lastly, the final step of the process will involve the BRADD Policy and Review Committee to review and approve the new RFP template. BRADD Aging Services RFPs are set to release on November 1, 2024. Ms. Johnson provided a copy of the RFP schedule for the member's reference.

Motion: A motion was made by Judge/Executive Joe Choate to approve the Aging Programs Request for proposals as presented. The motion was seconded by Judge/Executive Dennis Harper. Motion carried.

- **Anchor Project Request for Qualifications (RFQ)**

Chairman Dillard called on Mr. Eric Sexton who reported the fully executed contract for the Anchor project has been received. Mr. Sexton is now seeking the board approval to begin the next phase which is the release of the planning, design and construction oversight. The RFQ has been presented at the first Opioid Advisory Committee meeting for review, and upon review and approval today, the RFQ will be released tomorrow with a due date of October 11, 2024. Proposals received will be reviewed by the BRADD policy and review committee who will make recommendations to the BRADD Board. Mr. Sexton reminded the members of the need for timely completion of each step of the project in efforts to use the allocated funds according to the assigned timeframe. A copy of the RFQ was provided to the members for their prior review.

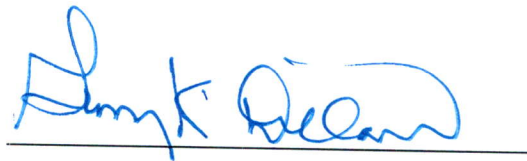
Motion: A motion was made by Mayor Billy Phelps to approve the Anchor Project RFQ as presented. The motion was seconded by Mr. Michael Stoyonovich. Motion carried.

- **Other Updates**

Chairman Dillard called on Mr. Eric Sexton who thanked the members for being in attendance in support of the BRADDs 56th Annual Meeting. Mr. Sexton informed the next Executive Council meeting will take place on Wednesday, October 30, 2024 at the BRADD Office.

8. Adjourn

Motion: With no further business to consider, Mayor Billy Phelps made a motion to adjourn, and the motion was seconded by Mayor Dwayne Hatcher. Motion carried.



Signed, BRADD Chair