
Anderson County Board of Commissioners

6:00 P. M.

Courtesy Resolutions/Proclamations, Presentations

Presentation: Weisgarber Distribution Center – by Mark Ducharme- Clerk Craft Director, United States Postal Service

6:30 P.M.

Consent Agenda

Monday, December 18, 2023

- 1. Approval and corrections of November 20, 2023 County Commission Minutes**
- 2. Approval of Notary and Bonds**
- 3. Committee Reports**
 - Anderson County Employee Insurance BOT Minutes (11/7/23)(11/30/23)
 - Anderson County ADA Oversight Committee Minutes (11/8/23)
 - Human Resources Advisory Committee Minutes (7/7/23)
 - IT Advisory Board Minutes (11/20/23)
 - Anderson County Library Board Minutes (11/9/23)
 - Records Commission Minutes (11/21/23)
 - Non-Profit Committee Minutes (12/5/23)

**Respectfully Submitted,
H. Tyler Mayes, Chairman**

Anderson County Employee Insurance Board of Trustees Meeting Minutes: November 7, 2023

Members Present – Terry Frank, Robby Holbrook, Phil Yager, Shain Vowell, and Kim Jeffers-Whitaker

Others Present – LEEAN TUPPER, Randy Walters, Katherine Kleehammer, Seamus McNally (CBIZ), Holly Fields

Call to Order – T. Frank called the meeting to order at 2:01 p.m.

Approval of Minutes

Motion made by P. Yager and second by R. Holbrook to approve the minutes of the August 24, 2023, Board of Trustees meeting as presented. Motion passed by voice vote.

Public Comments - none

Action and/or Discussion Items

1. K. Kleehammer reviewed the Board of Trustees members' rankings of the potential vendors for the employee health clinic contract. After discussion, motion made by R. Holbrook, and second by P. Yager, for Board members to study the proposals and prepare more in-depth questions to be sent to representatives of the two finalists – Everside and Proactive – and for K. Kleehammer to complete reference checks and ask for sample contracts from each company. Motion carried by voice vote. A meeting will be set for Nov. 30, 2023 (at 2 p.m. in Room 118A) in an effort to come to a decision on the clinic vendor.
2. Premise's request to have the ability to test for COVID-19 at the on-site health clinic. There was no action taken by the Board
3. Wellness Platform on MyBenefitsChannel. K. Whitaker said the anticipated cost is \$2,880 per year. The Board asked for additional information.
4. Benefits contracts timelines – discussion only, no action taken by the Board.
5. CBIZ First Amendment for Services for agreed-upon project implementation and hourly rate as quoted for the onsite health and wellness center RFP. After discussion, the Board ask K. Kleehammer to come back with suggested contract language at the Nov. 30th meeting.

Information Only

1. K. Whitaker provided claims history aggregate data (attached)
2. K. Whitaker provided the RxBenefits annual report for 2022/2023 (attached)
3. K. Whitaker stated the RxBenefits Q3 rebate to Anderson County was \$155,515, and its 2023 Financial Guarantee Rebate was \$30,953.46
4. K. Whitaker provided the Board with estimated costs for the Dave Ramsey SmartDollar Program.

New Business

1. R. Holbrook stated he would like to discuss some utilization reports in more detail for the benefits programs Anderson County provides for its employees.
2. R. Holbrook stated the October 2023 cash balance for Fund 263 is \$697,235 – the lowest cash balance since November 2020.

Adjournment

There being no further business the meeting was adjourned at 3:25 p.m.

Anderson County ADA Oversight Committee
Minutes for November, 2023 meeting

Present: ADA coordinator Roger Lloyd, Commissioners Steve Verran and Anthony Allen, Louise McKown, chair of the ADA committee, and Marian Wildgruber who wants to be on the committee. Marian is chair of the new Oak Ridge Disability Access Board. She is blind and is eager to also serve on the county's ADA Oversight Committee. She has the form to apply to the committee and Steve Verran will help it get to the nominating committee.

- 1) Much of the meeting dealt with the IT Department. In September, Brian Young, the IT director could not make the meeting and asked Tammy Catron to attend the meeting. She got tied up with other things before leaving on her vacation, so some of the things for which we wanted answers did not materialize. Brian will bring to us the answers when we meet in January.

Brian will get the cost of the assistive listening devices from the company who installed them. Unfortunately, the mechanism that makes the devices turn on, is not working. We hope that this will be done by January. Brian will also call the company requesting two more signs for every courtroom and the meeting room 18A letting people know that assistive listening devices are available if they need them.

However, Brian will talk with Roger Lloyd before then, so Roger can make sure it is on the list of IT things we have done this year to be included on the ADA transition plan.

Brian will also ask Tammy if she found on Amazon raised print and Braille signs for every room in the courthouse. Because of the renovations in the courthouse, some rooms do not have them. The ones that we have below the raised Print and Braille, a sheet of paper is inserted telling people which department or office where they are. Some rooms have signs over the door that are hard to see for people with low vision.

- 2) Roger will make the time between November and the middle of December to meet with Andrew Stone, the administrator in the HR Department to create a spreadsheet to send it to Tennessee Department of Transportation the ADA improvements we have done in the past three years. This will include each item, the cost and when it was done. Roger will make this list available before November or December's County Commissioners meeting so they can approve

it. In all the courthouse's renovations, ADA compliance standards were considered.

3) Welcome Center/Tourist Bureau:

At the September meeting we discussed that Stephanie Wells is renting one room in Bear Stephenson's office. Louise went by his office and saw a painted wheelchair for one accessible parking space, but there was not an access aisle or a pole sign. Louise knew that we had three accessible parking signs at the old tourist building, but according to Anthony Allen and Roger Lloyd, those signs do not exist now that the tourist center has been torn down. Roger said he may or may not have one in his storage closet. Louise has talked with Bear who seems favorable to getting his parking lot 100% ADA compliant.

4) The county's website:

With Louise's insistence, Brian and Anthony looked at the problems Louise saw in the home page and the county commissioners' page. Both men agreed that the light grey type on home page needed to be darker for people with low vision. We had a member in the past who said the website was better than most she had encountered. But we never asked someone to see if the light gray letters were acceptable for people with low vision. Even Annette Prewitt said she agreed with Louise about how faint the commissioners' email addresses are hard to see. Brian said he would take care of this.

5) At the September ADA meeting, Anthony Allen offered to discuss closed captioning to the IT meeting. Brian Young said it is too expensive now, but Louise knows of theatre groups who do it for the hard of hearing and blind audiences in Nashville. It may be or may not be more expensive than having two people typing it out on a screen. Closed captioning was discussed in a meeting that Maor Frank attended with the first TDOT ADA coordinator who said "Wait until a time when technology can do test it out, which will eventually happen." Louise will send these links to Brian and Anthony.

6) The next ADA Oversight committee meeting will be January 2024 in Room 118A at 3:00 pm.

Minutes written and submitted by Louise McKown

Anderson County Employee Insurance Board of Trustees
Meeting Minutes: November 30, 2023

Members Present – Terry Frank, Robby Holbrook, Phil Yager, Shain Vowell, and Kim Jeffers-Whitaker

Others Present – LEEAN TUPPER, Randy Walters, Katherine Kleehammer, Hollie Fields, Nadea Rule, and Amanda Rymer

Call to Order – T. Frank called the meeting to order at 2:03 p.m.

Approval of Minutes

Motion made by P. Yager and second by R. Holbrook to approve the minutes of the November 7, 2023, Board of Trustees meeting as presented. Motion passed by voice vote.

Public Comments - none

Action and/or Discussion Items

1. P. Yager made a **motion**, second by S. Vowell, to negotiate a contract with Proactive MD for the on-site employee health clinic for three years with two one-year renewal options. And, if Proactive MD is not willing to negotiate the county's terms, the county will consider moving to Everside for contract negotiations. **Motion carried unanimously.**
 - A) A further **motion** was made by S. Vowell, second by K. Whitaker to allow 72 hours after Proactive MD receives the award letter for the vendor to respond to contract contingencies. **Motion carried** by voice vote.
 - B) A meeting, if needed, is tentatively scheduled for 2 p.m. December 11th for any further action that may be necessary.
2. K. Whitaker made a **motion**, second by S. Vowell, for approval of the revised amendment for services with CBIZ. **Motion failed** 2-3 with K. Whitaker and S. Vowell voting "aye" and R. Holbrook, P. Yager and T. Frank voting "no".

Old Business

1. K. Whitaker told Board members that the employee advisory group met earlier in the day and the employees indicated they would prefer a private Facebook group for employee wellness program communications rather than a platform on My Benefits Channel. K. Whitaker said she would like to try the Facebook page first.

Adjournment

There being no further business the meeting was adjourned at 2:48 p.m.

Anderson County
Human Resource Advisory Committee Minutes
July 7th, 2023
10:00 a.m. in Room 118A of the Anderson County Courthouse
100 N. Main Street, Clinton TN 37716

Members Present

Property Assessor Johnny Alley, Sheriff Russell Barker, County Clerk Jeff Cole, Trustee Regina Copeland, Clerk & Master Hal Cousins, Finance Director Robby Holbrook, Circuit Court Clerk Rex Lynch, Register of Deeds Tim Shelton, Commissioner Aaron Wells, Highway Superintendent Gary Long

Members Absent

Mayor Terry Frank, Law Director Jay Yeager

Others Present

HR Director Kim Jeffers-Whitaker, HR Specialist Andrew Stone, HR Benefits Clerk Krystal Burkhardt, Commissioner Tracy Wandell, Commission Chief Deputy Annette Prewitt

Call to Order

HR Advisory Committee Chairman Regina Copeland called the meeting to order. Quorum present.

Approval of Prior Minutes

Approval of Minutes from the May 17th, 2023 meeting.

Motion by Gary Long, seconded by Jeff Cole. Motion passed by voice vote.

Approval of Agenda

Approval of current Agenda for the July 7th, 2023 meeting.

Motion by Robby Holbrook, seconded by Jeff Cole to move the discussion of the Longevity Program before the HR Director Report, as well as to defer discussion on the Employee Handbook Updates until the next scheduled meeting. Motion passed by voice vote.

Appearance of Citizens

No citizens present.

Commission Referral of the 2024 Holiday Schedule, Juneteenth

HR Director, Kim Jeffers-Whitaker, presented the Juneteenth Holiday Employee Survey results to the Committee.

Motion by Gary Long, seconded by Rex Lynch, to approve the addition of the Juneteenth Holiday to the Anderson County Government 2024 Holiday Calendar. Motion passed with approval by Johnny Alley, Gary Long, Rex Lynch, Tim Shelton, Harold Cousins, Regina Copeland, Robby Holbrook, Russell Barker, and Jeff Cole. Motion opposed by Aaron Wells.

Anderson County
Human Resource Advisory Committee Minutes
July 7th, 2023
10:00 a.m. in Room 118A of the Anderson County Courthouse
100 N. Main Street, Clinton TN 37716

Old Business

HR Director, Kim Jeffers-Whitaker, presented the following item to the committee:

- Longevity Program
Discussion included two Longevity Pay scenarios along with Longevity Pay Policy Language in an effort to mirror the Sheriff's Office longevity pay program with \$100 a year Longevity Program awarded at year 5 to Full Time employees, and \$50 a year Longevity Plan pay awarded at year 5 to Permanent, Active Part Time employees. Motion by Tim Shelton, seconded by Gary Long, to present the Longevity Plan that mirrored the Sheriff's Office to the Budget Committee with the amendment that the Longevity Plan begin at year 1 as does the Sheriff's Office program. Motion passed with approval by Johnny Alley, Gary Long, Rex Lynch, Tim Shelton, Harold Cousins, Regina Copeland, Robby Holbrook, Russell Barker, and Jeff Cole. Motion opposed by Aaron Wells.

HR Director Report

HR Director, Kim Jeffers-Whitaker, presented the following to the Committee:

- 2022 annual Human Resources & Risk Management statistics and accomplishments
- Discussion held on current Public Records Request Coordinator duties
Motion by Tim Shelton, seconded by Jeff Cole, to refer the discussion of the Public Records Request Coordinator duties to the upcoming Records Committee meeting.
Motion carried unanimously.

New Business

No new business presented.

Next Meeting

October 19th, 2023 at 10 a.m. in Room 118A

Adjourned



YOUR HR TEAM

DEDICATED TO COMMUNICATION AND COOPERATION WHILE CREATING AN ATMOSPHERE OF TRUST, INTEGRITY, AND RESPECT.

TEAM PROJECTS



- Internship/Externship Pilot Program
- HIPAA Seal of Compliance
- Paperless Filing of Current Records
- Upgraded onboarding software to MyBenefitsChannel



DIRECTOR

- Focus Trainings:
 - BH Peer Advocacy
 - Civil Rights
 - TN SHRM Conference
 - TCAT BP
- FOIA Increase
- OSHA Inspection
- Assisting with Internal Structured & Programs
- Fellowship and Publishing Committees - IPMA/SPHR



WELLNESS & BENEFITS CLERK

- Focus Trainings:
 - Leave
 - Benefits
 - Wellness
- Benefits Admin & Vendor Invoicing
- Leave Administration Tracking
- Wellness Program - New Mom's Room & Vending

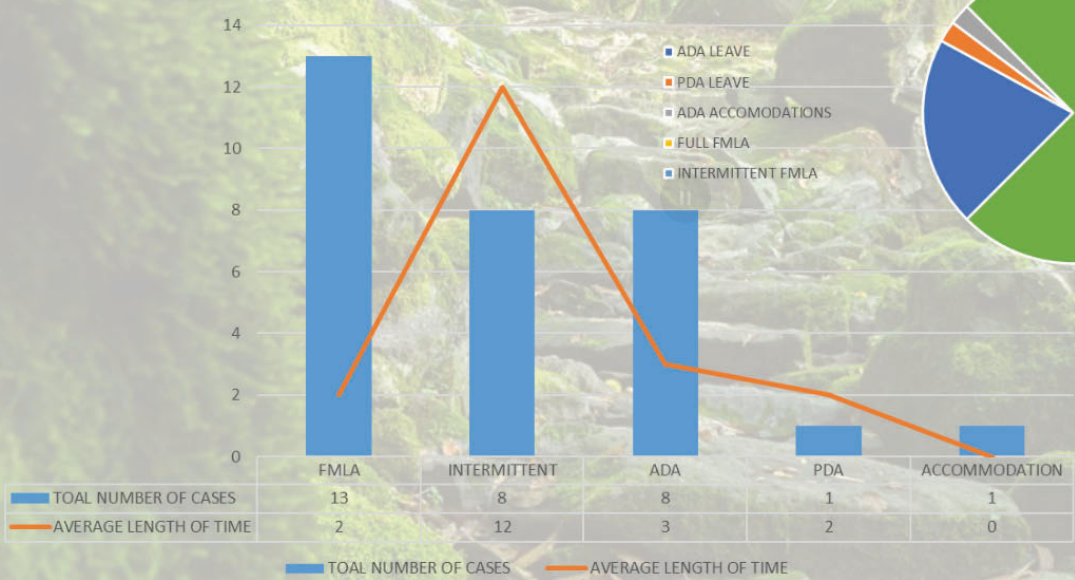


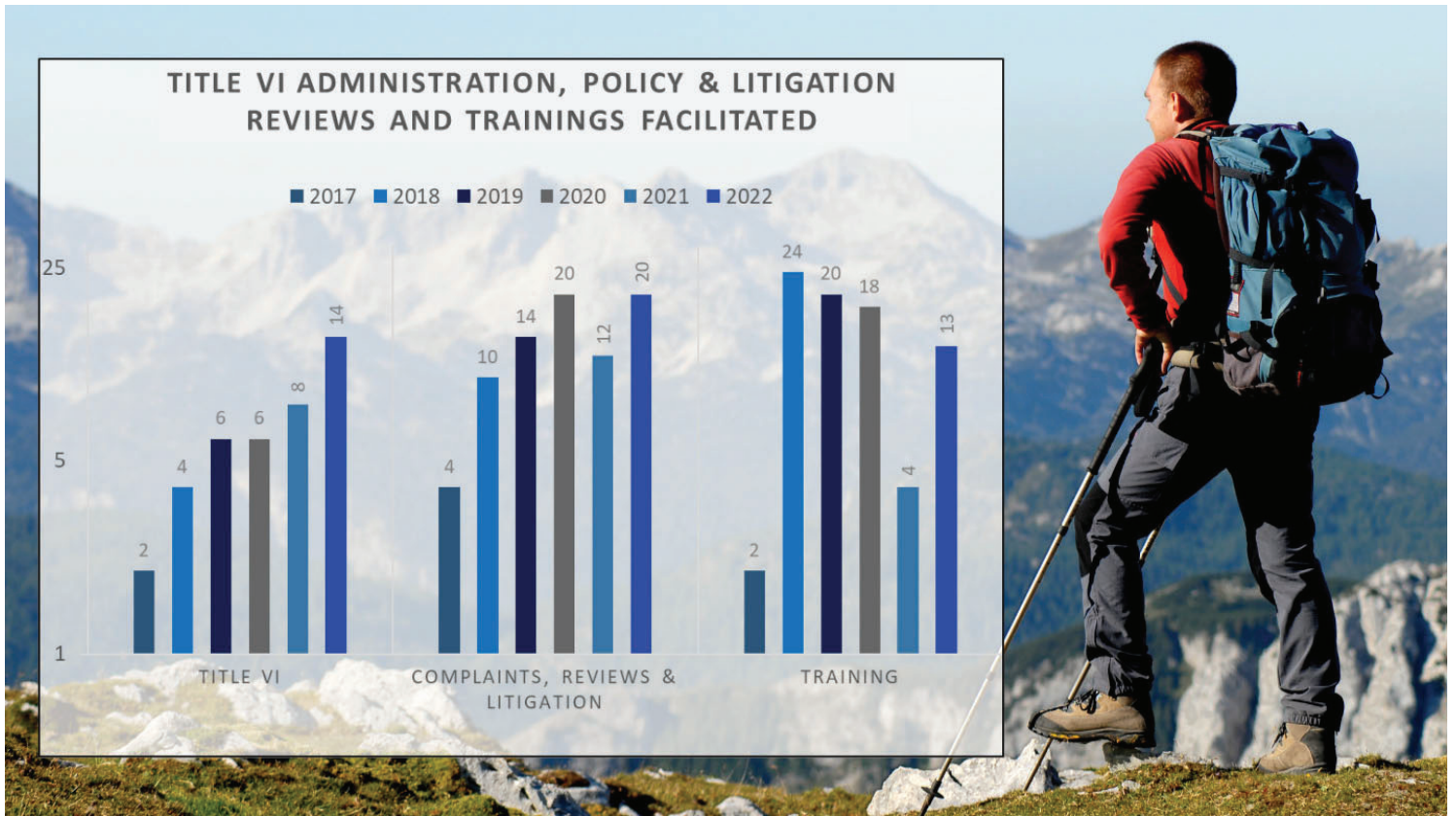
GENERALIST & SAFETY ADMINISTRATOR

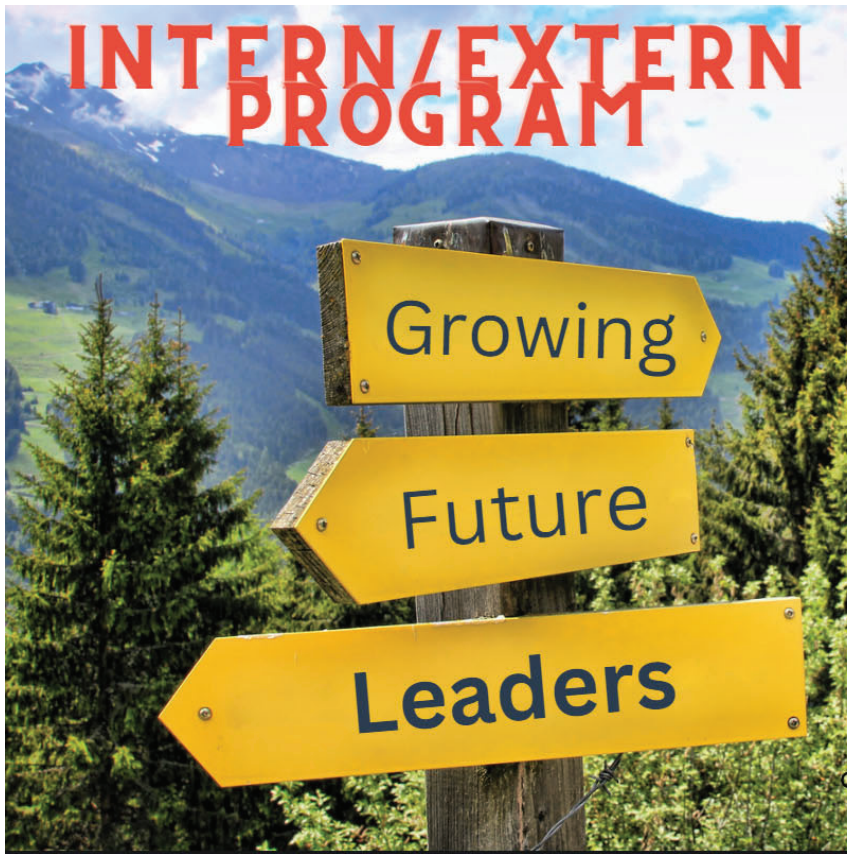
- Focus Trainings:
 - Property Liability
 - ADA Programs
 - Employer Law
- Worker's Comp, Liability, and Property Claims
- Assisting with FOIA Increase and OSHA Inspection
- Completion of OSHA 10 Certification and Safety Specialist Promotion

FEDERALLY MANDATED LEAVE OF ABSENCES

2022

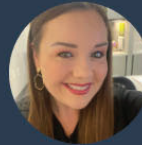






Completed Internships

- Human Resources
 - Maggie Malicoat
 - Tennessee College of Applied Technology
 - Office Administration



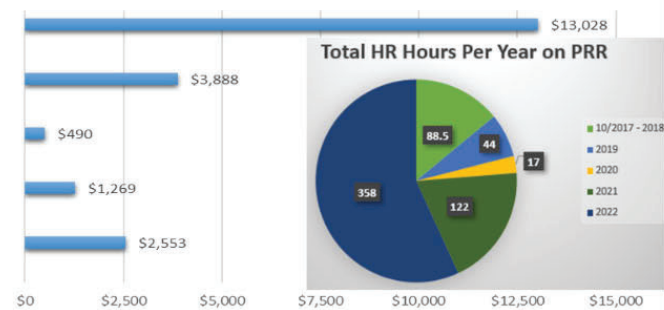
"I was fortunate enough to work as an intern in the HR department in Anderson County. That experience was invaluable in my training. To be able to work along with professional people on a daily basis prepared me for working in the business world. I will always be grateful for the opportunity they provided me."

- Law Director
 - Jackson Utley
 - Boyce College
 - Business Administration

*10 Intern Applicants
Currently on file
and ready to be
placed*



2022 Public Records Request Annual Report

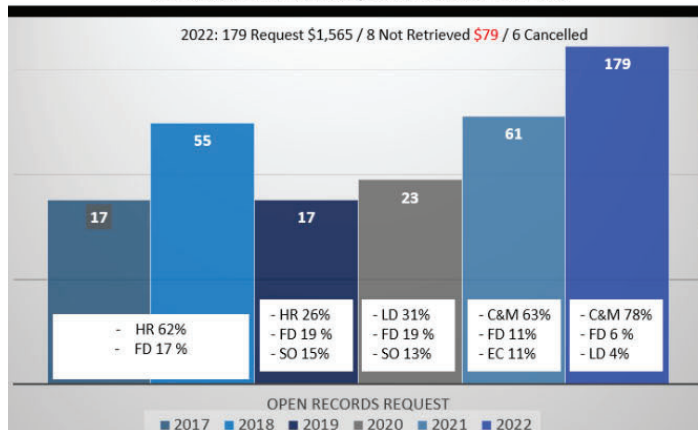


Annual Cost for HR's PRR Request Coordinator Role - est.



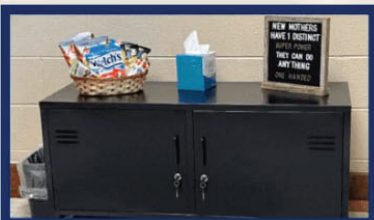
Open Record Requests

HR Establishes, Administers and Effectively Communicates sound policies and practices that Treat Employees with Dignity and Equality while maintaining County compliance with employment and labor laws.





WELLNESS CONTINUED...



**NEW MOTHERS
HAVE 1 DISTINCT
SUPER POWER
THEY CAN DO
ANYTHING
ONE HANDED**



"I just wanted to compliment how you set up the new room. I wasn't even planning on using it since I have an office but it's so nice how could I not use it? It's such a better environment than my office! On behalf of all Moms, thank you!"

In 2022, the wellness program implemented New Mother's pumping spaces into all locations that didn't currently meet federal regulations. Complete rooms were placed in the Courthouse & Oak Ridge, and modifications were made at the Detention Facility.

CERTIFICATIONS & AWARDS



Andrew Stone: Completion of
OSHA 10 Certification



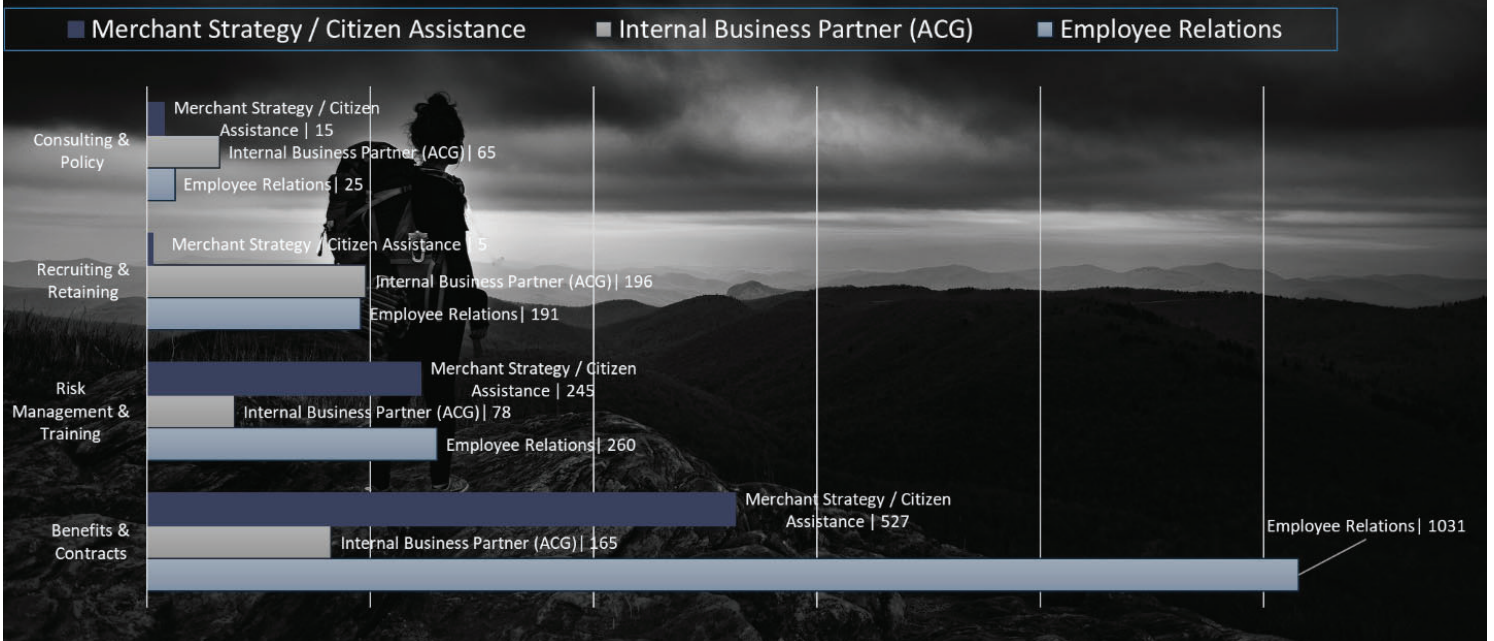
Kim Jeffers-Whitaker: Was awarded the Patriot Award for being a Patriotic Employer and supporter of employee participation in America's National Guard and Reserve Force. Recognized by County Commission resolution for their unwavering support for Anderson County employees who are serving in the reserve or guard.

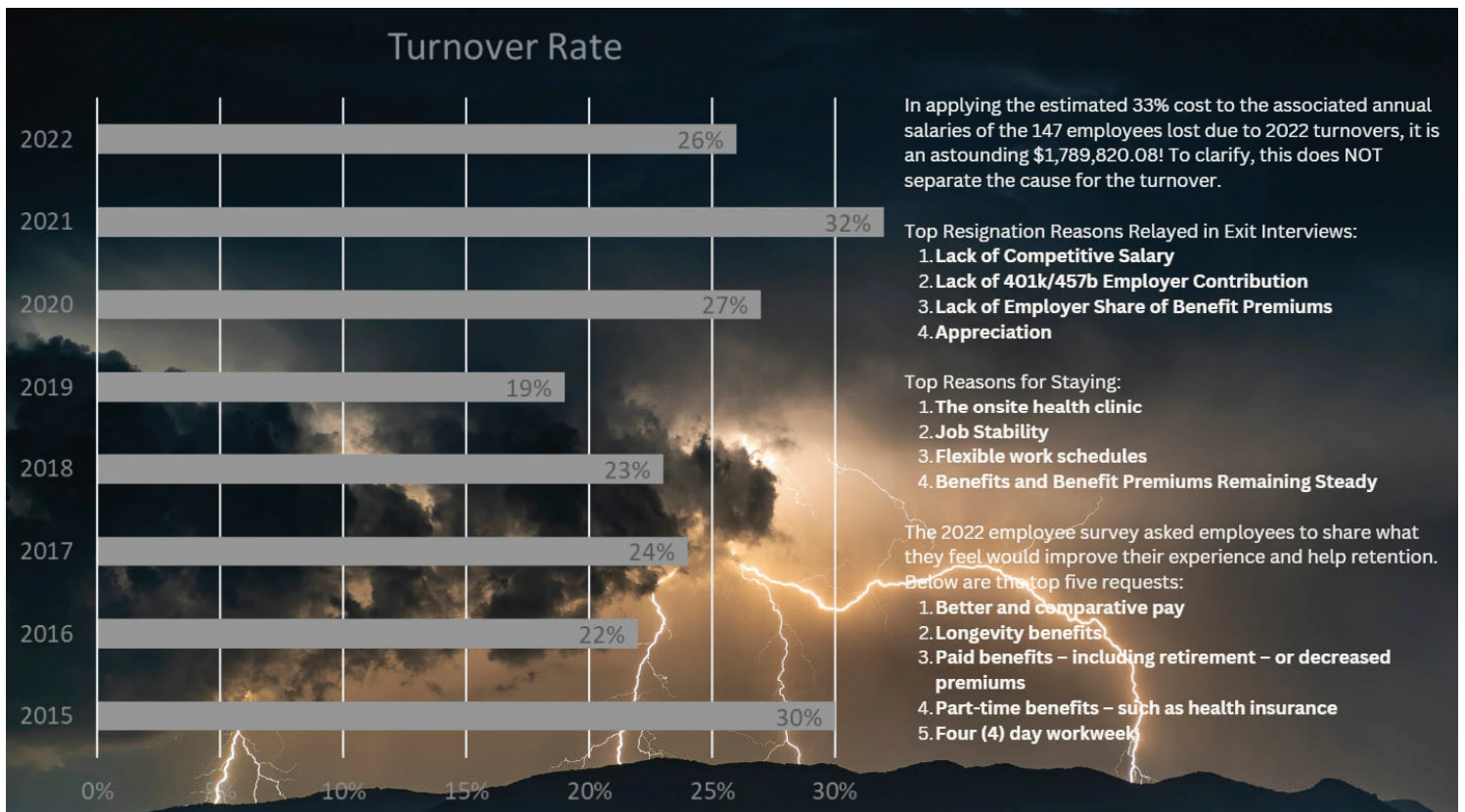


	2017.18	2018.19	2019.20	2020.21	2021.22
HR Budget	\$327,759	\$224,439	\$330,040	\$216,619	\$226,639
Less Project Funding	\$100,000	\$10,000	\$110,690		
Total Budget	\$227,759	\$214,439	\$219,350	\$216,619	\$226,639
Increase/ Decrease	\$(1,493)	\$(13,320)	\$4,911	\$(2,731)	\$10,020

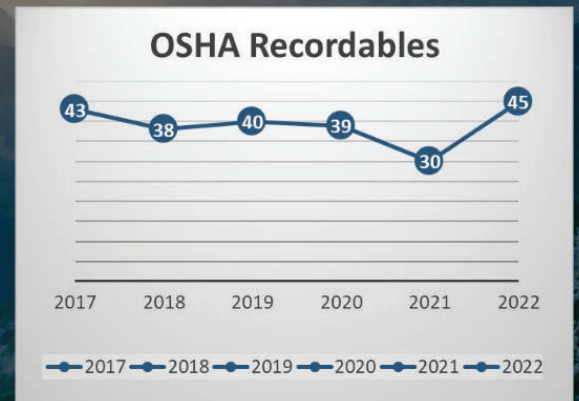
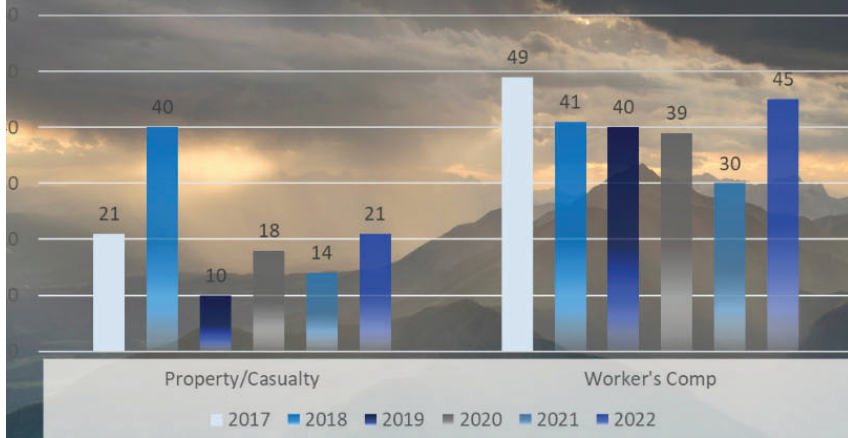
Shown in US\$	2018	2019	2020	2021	2022	Total
TNRMT.SEC.NGU (WC, PC, LC)	45,860		23,000		13,592	82,452
Rebates (RX & SL)	228,583	328,149	295,916	217,207	420,846	1,490,701
Benefit Savings	46, 515	402,818	137,172	206,628	64,673	857,806
Thrive Health & Wellness Center (Includes Productivity)	522,042	432,232	400,121	354,941	290,349	1,999,685
Employee	86,260	85,365	94,800	118,485	107,515	492,425
Sub-total	929,260	1,248,564	951,009	897,261	896,975	4,923,069

HR CORRESPONDENCE





WORKER'S COMPENSATION CLAIMS & PROPERTY/CASUAL LOSS





LOOKING FORWARD: NEXT YEAR

- **Employer Branding with a Purpose**
 - Monthly Newsletter including employee recognition, wellness, and one benefit explanation
- **Reprioritize Retaining and Recruiting Approaches**
 - Why work for ACG flyer
 - Increase social media engagement
 - Monthly TCRS employee meetings
 - Add free employee only core benefits - Bronze medical (w/HRA), vision, and dental
 - Add part-time supplemental benefit offerings
- **Modifying Onboarding and Offboarding Processes**
 - Streamline onboarding between employee portal, payroll, and benefits
 - Automatic exit interviews through employee portal
- **Management Learning and Development Support Programs**
 - Department manager trainings, both in-person & online
 - Safety Specialist to implement in-person safety trainings
 - Manager cheat sheets
 - Online orientations/refreshers through employee portal
- **Continuation of Staff Training and Education Efforts**
- **Healthy Option Vending Machines**



THANKS
FOR
WATCHING

**HUMAN RESOURCES & RISK
MANAGEMENT**

Anderson County
Human Resource Advisory Committee Minutes
July 7th, 2023
10:00 a.m. in Room 118A of the Anderson County Courthouse
100 N. Main Street, Clinton TN 37716

Members Present

Property Assessor Johnny Alley, Sheriff Russell Barker, County Clerk Jeff Cole, Trustee Regina Copeland, Clerk & Master Hal Cousins, Finance Director Robby Holbrook, Circuit Court Clerk Rex Lynch, Register of Deeds Tim Shelton, Commissioner Aaron Wells, Highway Superintendent Gary Long

Members Absent

Mayor Terry Frank, Law Director Jay Yeager

Others Present

HR Director Kim Jeffers-Whitaker, HR Specialist Andrew Stone, HR Benefits Clerk Krystal Burkhart, Commissioner Tracy Wandell, Commission Chief Deputy Annette Prewitt

Call to Order

HR Advisory Committee Chairman Regina Copeland called the meeting to order. Quorum present.

Approval of Prior Minutes

Approval of Minutes from the May 17th, 2023 meeting.

Motion by Gary Long, seconded by Jeff Cole. Motion passed by voice vote.

Approval of Agenda

Approval of current Agenda for the July 7th, 2023 meeting.

Motion by Robby Holbrook, seconded by Jeff Cole to move the discussion of the Longevity Program before the HR Director Report, as well as to defer discussion on the Employee Handbook Updates until the next scheduled meeting. Motion passed by voice vote.

Appearance of Citizens

No citizens present.

Commission Referral of the 2024 Holiday Schedule, Juneteenth

HR Director, Kim Jeffers-Whitaker, presented the Juneteenth Holiday Employee Survey results to the Committee.

Motion by Gary Long, seconded by Rex Lynch, to approve the addition of the Juneteenth Holiday to the Anderson County Government 2024 Holiday Calendar. Motion passed with approval by Johnny Alley, Gary Long, Rex Lynch, Tim Shelton, Harold Cousins, Regina Copeland, Robby Holbrook, Russell Barker, and Jeff Cole. Motion opposed by Aaron Wells.

Anderson County
Human Resource Advisory Committee Minutes
July 7th, 2023
10:00 a.m. in Room 118A of the Anderson County Courthouse
100 N. Main Street, Clinton TN 37716

Old Business

HR Director, Kim Jeffers-Whitaker, presented the following item to the committee:

- Longevity Program
Discussion included two Longevity Pay scenarios along with Longevity Pay Policy Language in an effort to mirror the Sheriff's Office longevity pay program with \$100 a year Longevity Program awarded at year 5 to Full Time employees, and \$50 a year Longevity Plan pay awarded at year 5 to Permanent, Active Part Time employees. Motion by Tim Shelton, seconded by Gary Long, to present the Longevity Plan that mirrored the Sheriff's Office to the Budget Committee with the amendment that the Longevity Plan begin at year 1 as does the Sheriff's Office program. Motion passed with approval by Johnny Alley, Gary Long, Rex Lynch, Tim Shelton, Harold Cousins, Regina Copeland, Robby Holbrook, Russell Barker, and Jeff Cole. Motion opposed by Aaron Wells.

HR Director Report

HR Director, Kim Jeffers-Whitaker, presented the following to the Committee:

- 2022 annual Human Resources & Risk Management statistics and accomplishments
- Discussion held on current Public Records Request Coordinator duties
Motion by Tim Shelton, seconded by Jeff Cole, to refer the discussion of the Public Records Request Coordinator duties to the upcoming Records Committee meeting.
Motion carried unanimously.

New Business

No new business presented.

Next Meeting

October 19th, 2023 at 10 a.m. in Room 118A

Adjourned

Anderson County Board of Commissioners
Information Technology Advisory Board
MINUTES

November 20, 2023 10:00 am
Room 118A

Members Present: Jeff Cole, Mayor Frank, Johnny Alley, Rex Lynch, Kim Jeffers-Whitaker and Commissioner Allen.

Others Present: Brian Young, Tammy Catron, Randy Walters, Commissioner Isbel

Members Absent: Gary Long, Tim Shelton, Regina Copeland, Hal Cousins, Robby Holbrook, Jay Yeager and Russell Barker

Chairman Cole called the meeting to order.

No Citizens addressed the Committee

IT Director gave an update on where we are with the ENA Phone System. No Action taken at this time.

Commissioner Allen made a motion to take the Office 365 purchase proposal to the Budget Committee. Second by Rex Lynch. Motion carries.

Operations Discussion
Strategic Planning Organizational Chart Discussion. No Action taken at this time.

Old Business

None.

New Business

None

Next meeting is December 18, 2023 at 10:00 am in room 118A.

Meeting Adjourned @ 10:30 am

AC Library Board Meeting
Clinton Library
9 November 2023 @ 1730 EST

The November Anderson County Library Board meeting was called to order by Board Member Vicki Underwood at 1730 EST on 9 November, hosted by the Clinton Public Library. Chairman Josh Anderson arrived about 5 minutes late; Secretary Tommy Mariner arrived approximately 7 minutes late.

A review of the Agenda for the November meeting was undertaken. The agenda was approved after a motion to approve the agenda was made by Trustee Underwood and seconded by Trustee Cole.

The Secretary asked to call the role upon his arrival. This was approved by acting Chair Underwood, and attendance was called and recorded.

Board members present were:

Josh Anderson, ACLB Chair,
Janine Brewer, ACLB Treasurer,
Tommy Mariner, ACLB Secretary,
Carolyn Boswell,
Jess Ann Cole,
Christy Hibbler,
Michele Jacobs,
Debra Shaw,
Vickie Underwood,

Present

 X
 X
 X
 X
 X
 X
 X
 X
 X

5 minutes late

7 minutes late

Regional Director Matthew Jordan

 X

Four library directors,

Kimberlee Byrge (Norris),
Kelly Harris (Rocky Top),
Miria Webb (Clinton),
Daphne Windham (Briceville),

Present

 X
 X
 X
 X

38 members of the public were in attendance as the meeting started.

The minutes of the October meeting were reviewed. The minutes had been provided to ACLB members by Email prior to the Secretary's trip to Africa to avoid last minute publication. A motion to accept the minutes as presented by the Secretary on 24 October was made by Trustee Underwood, seconded by Trustee Cole, and unanimously approved.

The Treasurer's report was provided by Trustee Brewer. No changes to the budget have been made in the past month. A motion to accept the Treasurer's report was seconded and approved on a unanimous voice vote.

The policy committee report was presented by Subcommittee Chair Cole. Library directors had forwarded a number of questions seeking clarifications, questions that had been asked by library employees concerning the new proposed policies. Trustee Cole outlined a comprehensive list of answers to thirteen separate questions by library staff concerning the new policies and changes. The policies passed as reported by the subcommittee, but the specific wording and the time for the implementation needs to be completed and published for the public and for display in each library. Miria Webb will take the lead on specific wording of the final policy wording.

A celebration of public education will be held in the Clinton High School Little Theater welcoming Dr. Derek Black on December 7, 2023, at 5 pm.

New business -

Trustee Cole asked to reconsider the subject of taking out of the library system any books depicting human sexual acts. She made a motion "to remove books with sexually explicit illustrations or pictures which are depictions of a human sexual act." The motion was seconded.

After a number of questions and comments, a roll call vote considering the motion was called for by Member Underwood, acting as Chair.

The vote was:

	<u>Aye</u>	<u>Nay</u>
Josh Anderson, ACLB Chair,		X
Janine Brewer, ACLB Treasurer,		X
Tommy Mariner, ACLB Secretary,		X
Carolyn Boswell,		X
Jess Ann Cole,	X	
Christy Hibbler,	X	
Michele Jacobs,	X	
Debra Shaw,	X	
Vickie Underwood,		X

Total 4 Aye, 5 Nay, 0 Abstain, 0 Absent

The motion failed.

ACLB Chair Anderson requested a reconsideration of the proposal to retain "titles only on the shelves" method of restricting material which had been considered in October.

The proposal was to display titles, using a placeholder for material whose contents were desired to be restricted from minors viewing or check out.

The AC Law Director stated again that he thought this idea would satisfy state requirements for handling restricted access material.

The title would be available for an interested patron, but the patron, especially a minor, would have to ask at the desk for access to the material contained in the restricted book.

Discussions indicated that some people might find this method preferable either to a system for handling restricted titles by keeping them behind the library desk or in a locked case, perhaps with a glass cover.

This would keep a minor from being able to pull the book with its contents off a shelf while browsing through the library collection. This would add to our current methods of control of material available to minors. Library Director Windham had an example of an empty book sized box with the title displayed that could be used for this method of restricting material.

VCR tape and CD/DVD material are currently displayed for patron collection browsing as empty boxes on the library shelves. Patrons who desire to check out these types of materials are required to go to the library desk to find the actual VCR or CD/DVD recordings. Some libraries use this method to protect old or valuable books in their collections that they do not want handled without some restrictions.

Currently the AC library system does not have material that has been deemed to be illegal under current law, at least in the view of the Law Director or the AC Sheriff in his review, though neither individual found some of the challenged materials they reviewed to their liking. None of the titles presented to the AC library system are currently banned by state law.

Illegal material would be considered and handled separately, and not included in the library.

The stated motion by Chairman Anderson was "I move that restricted material books be displayed with titles only on the AC library shelves, while the book with its material content be held at the librarians' desks for patron check out, including both *Gender Queer* and *Let's Talk About It*." The motion was seconded by Trustee Brewer.

After a number of questions and comments, a roll call vote considering the motion was called for by Member Underwood acting as Chair.

The vote was:	<u>Aye</u>	<u>Nay</u>
Josh Anderson, ACLB Chair,	X	
Janine Brewer, ACLB Treasurer,	X	
Tommy Mariner, ACLB Secretary,	X	
Carolyn Boswell,	X	
Jess Ann Cole,		X
Christy Hibbler,		X
Michele Jacobs,	X	
Debra Shaw,		X
Vickie Underwood,	X	
Total	<u>6</u> Aye,	<u>3</u> Nay, 0 Abstain, 0 Absent

The motion passed 6 to 3.

Josh Anderson regained the Chair role at this point in the meeting, relieving Member Underwood.

Three book reconsideration challenges are currently underway,

The book *Changing You* is being challenged, and was contained in the Clinton library. However, it appears this 16 year old health book has been stolen and not recovered to date.

The Reconsideration Subcommittee for this book is composed of ACLB members Brewer and Hibbler with Library Director Windham of Briceville. They will announce their subcommittee meeting date and time later, recognizing the two week requirement for public notice.

The books *Tricks* and *Traffic* are being challenged.

Tricks is contained in the Clinton and Rocky Top libraries.

Traffic is contained in the Clinton library.

The Reconsideration Subcommittee for these books is composed of ACLB members Underwood and Mariner with Library Director Byrge of Norris. They will meet 21 November at 1030 in Norris.

Old Business was covered:

The Book *Tilt* is being challenged, has been read, and the Reconsideration Subcommittee met. The challenger did not attend the meeting.

The Reconsideration Subcommittee did not find the adolescent oriented book to have objectionable sexual content, there are no illustrations, and there does not appear to be material that would pressure minors toward sex. The book is a cautionary tale in poetic form.

The Reconsideration Subcommittee determined the book should be retained in the Young Adult sections. The Clinton Library Director will notify the challenger of the subcommittee action.

Director reports were received at the ACLB meeting and are available in each library. Reports were received in person from Briceville, Clinton, Norris and Rocky Top.

Matthew Jordan provided a brief regional library report.

Chairman Anderson called for a period to Hear from the Public after the other ACLB business was complete. 8 individuals had signed up to speak. About 12 members of the public had left prior to the public comment period beginning. Each speaker was given 3 minutes to speak.

4 members of the public spoke, all Anderson County residents.

2 speakers supported the current ACLB policies and the librarians; one was a repeat speaker from prior ACLB meetings.

2 speakers opposed the current ACLB policy on LGBTQ+ books being included in the AC library collections. Both were repeat speakers from prior ACLB meetings.

The next ACLB meeting will be held at Clinton Library on 14 December 2023 at 1730 EST.

The ACLB meeting was adjourned at 1945 EST by Member Underwood.

Annette Prewitt

From: Josh Anderson <joshandersondistrict3@gmail.com>
Sent: Monday, December 11, 2023 12:24 PM
To: Annette Prewitt
Subject: External: Fwd: Rev C of ACLB Draft Minutes of 9Nov2023 Meeting
Attachments: AC Library Board Meeting Nov 2023 Notes Rev C.pdf

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please include amended minutes on next week's consent agenda.

Thanks,

Josh

----- Forwarded message -----

From: **Tommy Mariner** <marinert@aol.com>
Date: Monday, December 11, 2023
Subject: Rev C of ACLB Draft Minutes of 9Nov2023 Meeting
To: Carolyn <caroboswell@gmail.com>, Janine Brewer <janineb312@gmail.com>
Cc: Miria Webb <director@clintonpubliclibrary.org>, Josh Anderson <joshandersondistrict3@gmail.com>, Jess Anne Cole <jessannecole@gmail.com>, VI Underwood <vl.underwood2@gmail.com>, Michele Jacobs <jacobstn@msn.com>, Christy Hibbler <chibbler10@gmail.com>, Debbie Shaw <debbieshaw81@gmail.com>, Kimberlee Byrge <director@norriscommunitylibrary.com>, Daphne Windham <bricevillepubliclibrary@comcast.net>, Kelly Harris <director@rockytoppubliclibrary.org>, Matthew Jordan <matthew.jordan@tn.gov>

ACLB Members,

Attached are my amended minutes. Blue text shows where I have made changes using folks inputs.

I have tried to incorporate all edits plus comments from an AC Commissioner who does not like my minutes. Reconsideration Subcommittee is spelled out multiple times for clarity of which subcommittee's actions are being recorded.

On Friday, December 1, 2023 at 01:46:08 PM EST, Janine Brewer <janineb312@gmail.com> wrote:

What Carolyn said...yeah. I honestly don't remember who made the motion about using placeholders on the shelf and who seconded it. It could have been me.

Tommy, I downloaded the minutes, wrote comments, and re-shared it to minimize the confusion as to which paragraph I was referring to.
Thanks for all you do!

On Fri, Dec 1, 2023 at 9:19 AM Carolyn <caroboswell@gmail.com> wrote:

Tommy,

In phrasing the motion he offered, I think Josh explained that we do not have any books that are in violation of the state's obscenity laws at this time, the two books most contested having been cleared of that charge by both Sheriff Barker and Jay Yeager (even though they both had personal objections). I understood that Josh offered a dummy-shelving of the two books as a concession so that we could move on from the all-encompassing culture wars we find ourselves in and resume our regular duties of advancing community literacy. I think bringing this up for clarification again at the next meeting, as you suggest, will just give the book restriction contingent an invitation to add a shopping list of other books

books the library director or the ACLB might want to hold back for some other reason which had not been formally restricted.

We will need to discuss this and hear from others to get it correctly stated. When I read the motion, I read it from the October minutes, with the addition of the two specific books by name.

On Thursday, November 30, 2023 at 02:02:48 PM EST, Carolyn <caroboswell@gmail.com> wrote:

There is one small change I have to offer to the discussion of Josh's motion to shelve place holders rather than specific books. I asked if the books so shelved would be limited to the two he named, Gender Queer and Let's Talk About It, although others could be so designated by the library directors if they chose. It was my understanding that he and others agreed to this clarification, so at that point I, rather than Janine, seconded his motion.

Carolyn

Sent from my iPhone

On Nov 29, 2023, at 11:22 PM, Tommy Mariner <marinert@aol.com> wrote:

ACLB Members & Library Directors,

Please see my draft of the minutes for the 9 Nov meeting.

Please give me any corrections or additions.

As I was tardy, I was unsure how the meeting started. Vickie was presiding when I arrived, so I made an assumption she started the meeting. That may be wrong. If someone else started the meeting, then passed the gavel, let me know.

Note that I am now using a large "Draft" watermark and trying to keep the version marked in both the header and footer to avoid confusion as we make corrections and additions/deletions. After approval at our meeting with corrections and additions/deletions, I'll send out a final version you can keep in your digital files or print them, your preference.

On Monday, November 27, 2023 at 09:19:38 AM EST, Miria Webb <director@clintonpubliclibrary.org> wrote:

Thanks everyone for your excellent feedback!
This will help lots.



As part of the long range plan workshop the region is holding in January, they've asked us to gather the answer to the following question from all of our stakeholders (and that includes you lovely board members), so...

What would you like your library to look like in 5 years, if there were no constraints like budget or space?



<8 AC Library Board Meeting Nov 2023 Notes Rev A1.pdf>

Records Commission Minutes

November 21, 2023

Members Present: Jeff Cole, County Clerk
Tim Shelton, Register of Deeds
Zach Foster, Archives
Tim Isbel, Commissioner
Jamie Brooks, Chancellor
Brian Young, IT Director

Members Absent: Stephanie Hill, Genealogist

Others Present: Mayor Terry Frank, Rex Lynch, Amanda Vowell, Coby Melton, Josh Acres and Kim Jeffers-Whitaker

Chairman, Jeff Cole called the meeting to order.

Tim Shelton made a motion to approve the July 19, 2023 minutes. Seconded by Commissioner Isbel. Motion passed.

Presentation by Data Record Management Service – No Action Taken.

Tim Shelton made a motion to approve the disposition of the records, create the order and have Chancellor Brooks sign off on it. Seconded by Jeff Cole. Motion passed.

New Business:

- Public Records
 - Consider amending the resolution for the HR Department
 - When to redact documents

Tim Shelton suggested to refer back to the HR Committee that they look at the definition of a custodian of record as opposed to a coordinator and allow that committee to make their decision on how to instruct our coordinator on what to do.

No Action Taken.

To address at the next meeting - legal situation in regards to emails, deleting emails. Get an attorney's opinion from the State. Possibly put in the policy.

Meeting adjourned. Next meeting to be called by the chair.

Anderson County Board of Commissioners
Non-Profit Committee
Meeting Minutes

December 5, 2023
4:00 PM, Room 118A

Members Present: Commissioners Phil Yager (Committee Chair), Denise Palmer, Shelly Vandagriff, Shain Vowell, Aaron Wells, and Stephen Verran.

Members Absent: Commissioner Jerry White and Tracy Wandell

Other Attendees: Mayor Terry Frank, Commissioner Anthony Allen, Commissioner Tyler Mayes, Finance Director Robby Holbrook, Deputy Finance Director Randy Walters, and Tourism Director Stephanie Wells.

Meeting Facilitator: Commissioner Phil Yager (Committee Chair)

I. Election of Chairman

Phil Yager sought nominations for incoming Committee Chair

Motion by Denise Palmer, seconded by Shelly Vandagriff, to nominate Phil Yager as Committee Chair. Motion passed.

II. Election of Vice Chair

Phil Yager sought nominations for incoming Committee Vice-Chair

Motion by Stephen Verran, seconded by Denise Palmer, to nominate Aaron Wells as Committee Vice-Chair. Motion passed.

III. Charitable Donation Policy

Chairman Phil Yager discussed changes to policy.

Motion by Aaron Wells, seconded by Stephen Verran to add dollar amount of request, description of project to the application and letter from Non-Profit be placed right after application.

IV. "Last Dollar In"

Request that example resolutions for "Last Dollar In" be brought back to next meeting.

V. Application Review Child Advocacy deferred to next meeting.

VI. Application Review Scarboro 85 Memorial

John Spratling, chair of the Scarboro 85 Memorial committee presented and update on the project and answered questions.

Motion by Aaron Wells, seconded by Stephen Verran to recommend approval of project and funding to the budget committee. Motion passed unanimously.

Motion by Aaron Wells, seconded by Stephen Verran to recommend to Budget Committee appropriating \$125,000 for the Scarboro 85 Memorial. Voting yes, Anthony Wells, Stephen Verran, Phil Yager and Shain Vowell. Voting no Denise Palmer and Shelly Vandagriff. Motion passed.