

Minutes of Board Meeting
Teleconference
June 10, 2015
10:00 a.m.

Present via teleconference were Chairman Trummie Patrick, Lynda Coker, Jeff Wigington, Anthony Heath, and Virginia Galloway. Also attending the conference call from the State Attorney General's Office was Angelique McClendon and from the Office of Planning and Budget, Zerlynda Flemming.

Establish Quorum/Call to Order

Chairman Patrick confirmed the presence of a quorum and called the meeting to order at 10:04 a.m.

Approval of Minutes

Chairman Patrick called for a motion regarding the minutes from the May 5, 2015 board meeting. A motion was made to approve the regular meeting minutes as presented; the motion received a second and was passed with unanimous approval by the remaining Board members.

Commissioner's Report

Commissioner Mikell began by announcing to the Board the great success DDS had in raising funds for the State Charitable Contribution Program (SCCP) last year. On Tuesday, June 9, 2015 Commissioner Mikell, along with Deputy Commissioner Spencer Moore and Media Specialist Jenine Ingram attended the SCCP Awards Breakfast held at the Governor's mansion. DDS received 3 awards: the Governor's Cup for the highest contribution per employee population, an award for the largest increase in contribution total, and an award for the highest percentage increase for a state agency.

Commissioner Mikell informed the Board that in January 2015, DDS amended the rule for the Third-Party Tester Program which included representatives from Werner Enterprises and C. R. England. The Regulatory Compliance Division worked extremely close with these companies and now both have been approved as Third-Party Employer testers.

Commissioner Mikell provided a brief update on recent legislation. He stated that DDS is on track to have all new legislation from the 2015 session implemented by the effective date of July 1, 2015.

Commissioner Mikell informed the Board of the free Wi-Fi offered by a vendor in the CSCs, which is now live in Carrolton; the vendor is working to install this in other locations as well.

Deputy Commissioner Spencer Moore provided an update on facilities. On May 28, 2015, a ground breaking ceremony was held in Paulding County. On June 2, 2015, a new facility opened in Marietta and the grand opening is scheduled for July 2015. The Kennesaw location will open on June 16, 2015. The Atlanta CSC is progressing as anticipated and, once the bond sale is complete, the property will hopefully be closed in July 2015. The State Properties Commission is conducting state market surveys for the Fayetteville and Sandy Springs locations. We have been very fortunate to get some good

prospective locations in Fayetteville and will be visiting those sights in the coming weeks. Locations to lease in Sandy Springs are costly and parking for road tests accommodations present a slight problem with vendors and property owners. This RFP for Sandy Springs was posted without an award and will need to be reposted.

Chairman Trummie Patrick commented that he had the opportunity to visit the Marietta location and was very impressed with the facility.

Commissioner Mikell briefed the Board on our field performance. For the month of May we had 285,000 transactions. Our average statewide wait-time was 8 minutes and 51 seconds. We again met our goal of serving 95% or less of our customers in 30 minutes or less. The number of individual CSCs that accomplished that goal was 59 out of 66. Every CSC had an average statewide wait-time of less than 30 minutes for a single day. June 3, 2015 marked the anniversary of the last time we had an average statewide wait-time of over 30 minutes. We now have had one calendar year of a statewide wait-time of less than 30 minutes. We have had 15 months with an average wait-time lower than it was for the same month of each of the preceding 2 years.

Approval of Bond Resolution

Deputy Commissioner Spencer Moore read out loud various portions of the bond resolution for Atlanta CSC which had been provided to the Board members in advance of the meeting.

Chairman Trummie Patrick asked the Board members if there were any questions regarding the resolution as presented. There were no questions.

Lynda Coker motioned to approve the bond request; Anthony Heath seconded the motion with unanimous approval by the remaining Board members.

Petition for Board Waiver

Allison Alterman – She is seeking a Georgia ID for a minor. She has a copy of her mother's and father's birth certificate, a copy of her Permanent Resident card, a copy of her adoption papers, school awards, a copy of her mother and father's driver's license, a certificate of honor roll and her Social Security card. Ms. Williams, General Counsel for DDS, stated the department supports the approval of the waiver.

Virginia Galloway motioned to approve the waiver; Jeff Wigington seconded the motion with unanimous approval by the remaining Board members.

Adjournment

Chairman Patrick called for a motion to temporarily adjourn the public meeting and go into closed Executive Session to discuss a personal matter. Mr. Patrick explained that the public meeting would reconvene after the closed session.

Virginia Galloway motioned to go into Executive Session; Lynda Coker seconded the motion with unanimous approval by the remaining Board members.

Call to Order

Chairman Patrick reconvened the public meeting and stated that the next order of business would be to approve the matter discussed during the executive session.

Jeff Wigington motioned to approve the motion; Virginia Galloway seconded the motion with unanimous approval by the remaining Board members.

New or Old Business

The next Board meeting is scheduled for July 8, 2015.

Adjournment

There was no further business to discuss. Chairman Patrick called for a motion to adjourn. A motion was made by Virginia Galloway; Anthony Heath seconded the motion with unanimous approval by the remaining Board members.