



**COMMUNITY DEVELOPMENT ADVISORY
COMMITTEE
February 12, 2019
MINUTES**

Members Present

Dan Witcher, Chairman
Todd Dolehanty
Ella Kane
Chase Mitchell
Vernon Perry
Marjorie Tester
Steve Willinger

Members Absent

Ron Crockett
Spence Flagg

Others Present

Scott Morefield, Guest Speaker
Chelsea Goulding, ASD
Lindsey Muller, AmeriCorps / ARCH
Cherith Young, Staff
Christina Blevins, Staff

I. Call to Order & Roll Call:

The Community Development Advisory Committee (CDAC) meeting was called to order on February 12, 2019, at 5:31 p.m. at the City Hall Annex by Chairman Dan Witcher. Dan noted that we did have a quorum for tonight's meeting.

Christina Blevins noted the members present/absent above.

II. Approval of Minutes, January 8, 2019 Meeting:

Dan Witcher asked for any changes or corrections to the minutes. Christina noted there was one update to the minutes, correcting a grammatical error. Steve Willinger made a motion to approve the January 8, 2019 meeting minutes as amended, Vernon Perry seconded the motion, and all present were in favor.

III. Guest Speaker – Scott Morefield, Luttrell Staffing Group

Dan welcomed Scott as speaker and noted that Luttrell Staffing Group was previously @WORK Personnel Services. Scott thanked Dan for the welcome and discussed the name Luttrell and history of the organization. Scott is the Director of Marketing and has been with the organization since 1996, he started off as a staffing manager and ran the Bristol branch until the organization continued to expand and he was asked to run the marketing department. Currently Luttrell Staffing has 35 offices nationwide in seven different states and the organization is based

out of Kingsport, TN. Scott discussed how much the organization had grown and actually grew out of the corporate @WORK Personnel Services franchise model due to territories. The owners recently bought their way out of corporate @WORK Personnel Services, started their own company and thus the recent name change.

Scott discussed how the company owners began and what they do as a temporary direct to hire staffing services. Noting that companies are charged, not the employees who are looking for help. Scott added that it is hard to find employees for certain types of job skills. Scott noted that when someone is recruited for a position the employer will actually pay Luttrell Staffing Group for liability and workers compensation, health insurance, payroll taxes and more as the employee is technically working for Luttrell until the temporary time-frame is completed and/or the employer wishes to hire the employee on full time.

Scott discussed the services of Luttrell Staffing including temporary to hire, emergency staffing, on-site staffing, remote staffing, direct hire assessments, payroll and recruitment. Client retention rate is very high and Scott feels that the culture and customer service of Luttrell Staffing is what makes them unique.

Maintenance, electrical, accountants, skilled labor, manufacturing, and welding are some of the needs not just in Bristol but all over the country Scott added. He also discussed some of the client (employers) they work with here in Bristol including the Haven of Rest. Scott also discussed the drug problems and frustrations they see on a regular basis. The CDAC had questions and discussions regarding workforce training and development in our area.

Dan thanked Scott for his time and presentation to the committee.

IV. Old Business:

Neighborhood Grant Award Update – Chelsea Goulding, Agriculture Education Program Manager for Appalachian Sustainable Development presented an update on the Neighborhood Grant Award. Chelsea discussed a program called Learning Landscapes where ASD works with local schools on growing seeds, harvesting and teaching the students how to cook the produce. Chelsea noted that she has visited the students of Haynesfield Elementary approximately 24 times this year for the Learning Landscape program. Through the partnership with the Neighborhood Grant Award, ASD and Haynesfield have been able to expand the garden and have added the six raised beds. Chelsea handed out an informational sheet with a timeline and a potential look for signage. The CDAC asked that Chelsea look at using someone from Bristol, TN to make the signage as the funding is coming from Bristol, TN, and they pointed out a typo be corrected in the proposed signage. Chelsea also discussed the fencing that ASD is looking to put around the garden this spring once the weather gets better. The CDAC also asked Chelsea to discuss if the “grow your own garden” in neighborhoods had ever been an issue, crime or possible growing things that shouldn’t be grown in the community garden. Chelsea replied that has not been a problem for ASD in the past and she expects several teachers from Haynesfield Elementary to be stopping by and checking the property.

The committee discussed the signage design and approved ASD to move forward with the design once the typo was corrected.

CDBG & HOME Consortium Project Update - Christina presented the January 2019 monthly report for both CDBG and HOME projects. She pointed out a couple highlights from the report

including supervision of Lindsey Muller, the ARCH AmeriCorps student. Christina then invited Lindsey to discuss the recent Point-in-Time (PIT) count she participated in with ARCH. Lindsey gave a short report on her experience with the PIT count. She mentioned that many of the people she spoke to told her they had been homeless for 30-45 years, and several prefer being homeless to escape the responsibility of paying rent. She feels the count will be down this year as several "camps" were not where they have been located in the past. Lindsey said the PIT count was interesting, she also gave out gloves and personal toiletry bags during the count. Multiple people didn't wish to be interviewed she noted. The CDAC had discussion on area camps being "raided" and the use of low-income housing units for multiple homeless persons.

Lindsey talked about the newspaper and News 5 attending part of the PIT count, multiple individuals didn't want to be interviewed or on camera. Lindsey wasn't sure the final count yet, but estimated approximately 50 individuals we counted during the count. The committee thanked Lindsey for her efforts.

Christina discussed the possible Bristol Day Center is moving forward. She thanked those who attended the community forums on January 30th. She added that City staff has started working on a Senior Study and more details will follow. Christina mentioned she completed the second quarter CDBG & HOME HUD Drawdowns, a substantial rehab at 108 Elm Street, completed an emergency rehab at 219 Delaney Street and awarded a contract for another roof replacement at 1408 Broad Street. She reported that City staff has identified the sidewalks to reconstruct and she is moving forward on the Environmental Review, the project will include over 15,000 feet of new/reconstructed sidewalks, widening sidewalks from 4 to 5 feet and adding 61 new handicap ramps. Lastly she was disappointed to report that progress has slowed on the potential reconstruction at 1707 Georgia Avenue as only one bid was received during a recent bid opening, due to procurement policies she is not able to award the bid at this time and the project will have to be re-bid.

YWCA Quarterly Report – Christina distributed the YWCA Children's Center Activity Report for October – December 2018 for the committee to review.

V. New Business:

CDBG Project Discussion for FY 2020 (City Budget) and 2019 (HUD Program year) -

Christina stated that the group had started discussions on the Action Plan in the last meeting and made it clear to her that CDAC is happy with the projects and activities we are currently tied into. The YWCA is our only public service activity she noted. Christina said she will start working on the Action Plan and will present it to CDAC for review. The committee again voices they were pleased with the funding going towards the YWCA for our public service activities.

Dan noted that the CDAC would like to continue on the same path again this year.


VI. Other Matters:

None

VII. Announcements & Adjournment:

There being no further business, the meeting was adjourned at 6:40 p.m.

The next meeting is scheduled for March 12, 2019.

APPROVED: 
Dan Witcher, Chair


Christina Blevins, Recorder