

February 9, 2012 Board Meeting
WV Courthouse Facilities Improvement Authority - Meeting Minutes

The Board of Directors of the WV Courthouse Facilities Improvement Authority held a Board meeting at L.D. Egnor Conference Room, 2003 Quarrier Street, Charleston, WV on Thursday, February 9th, 2012.

The meeting was called to order by Chairman Rick Staton at 11:17 am.

- I. **Roll Call Board Present:** Chair W. Richard Staton called the meeting to order in the presence of: Adell Chandler, Betsy Castle, Diana Cromley, Janice Cosco, Steve Tanner, and via teleconference Joseph M. Alongi and James Hoskins.

Executive Director Melissa Garretson Smith confirmed Eight Board Members in attendance and a Quorum established by the Director.

Others in Attendance: WVACO Executive Director, Patti Hamilton and Brenda Ashworth, Executive Assistant for the WVCFIA

January 12, 2012 Board Meeting Minutes – Approved – Motion to accept by Steve Tanner, 2nd by Diana Cromley and Ayes Carried Motion

Reports and Considerations :

- A. **Financial Update** - Melissa presented January 31, 2012 Financial Statement. Motion to accept by Steve Tanner and seconded by Betsy Castle. Passed and accepted.

- B. **Grant Update** – Twenty two of twenty-three 9th Cycle Contracts Awarded are signed and returned. Taylor County is being signed today. The project director stated the contract will be received by WVCFIA by next week. The Board requested that Melissa follow-up via letter with Taylor Co. if the contract is not received this week.

- II. **Executive Director's Report** – Sheriffs' Association is in the process of moving to second floor. After the move is completed, the 294 square foot third floor space will be available, with board approval, for occupancy along with one (1) parking space.

Bill 468 (to provide the CFIA with bonding authority)- Introduced by the Senate and on the Senate Judiciary Committee Meeting today at 3 PM.

House bill has yet to be introduced.

Rule (Defining our Emergency Grant) has passed in House Finance. Passed Senate earlier in the session.

Needs Assessment firm scoring was hand delivered to State of WV Purchasing today. The scoring committee is hopeful that contract negotiations will begin soon. Contract negotiation can not proceed until Purchasing accepts the scoring.

Future Project: Comparison of our first assessment with actual grants awarded.

Upcoming Events:

WVACO Conference Vendor Table – February 12th-14th

History Day Table at Capitol – February 23rd

Construction Expo – Table with WVACO and Seminar – Needs Assessment Seminar - March 21st

Leadership WV – March 22nd and 23rd

Patti Hamilton gave an update on the upcoming historical county book that is in publication. Patti is hoping to make a presentation at the WVACO this weekend.

III. Old Business

Scoring Program - After being tabled at the January Board Meeting because of availability of time to discuss, Melissa reviewed the 9th Cycle Scores with the board and the motion from the *November 2011 Board Minutes - Motion was made to adjust the importance factor in the scoring program and make them closer together by Adell, seconded by Joe. Motion carried. It was mentioned that this may cause more ties in the future between counties.* Upon further review, Melissa presented the 9th Cycle Scores to the board. After further discussion and consideration, Steve Tanner made a motion to overturn the previous motion regarding importance factor of the November 2011 meeting. Adell Chandler seconded the motion. Motion carried to continue with importance factor in the scoring program that began with the 9th Cycle Application.

IV. New Business:

Grant Extension Requests for 8th cycle grants–

Brooke – August 31, 2012

Mercer – June 30, 2012

Marshall – July 31, 2012

Barbour March 31, 2012

Taylor – April 30, 2012

Motion was made by Adell Chandler to accept all grant extensions presented and seconded by Diane Cromley. Motion carried to approved grant time extension requests.

- V. General Discussion – Steve Tanner brought before the members that when counties request a scope change that the board should consider that the county present specifications of the scope change with a detailed explanation of the proposed project. All Board Members and Director agreed with the concern presented by Steve. In addition, it was suggested that with original applications county applicants should be required to indicate how long the solution / repair will last. The Board would also like to have included in the original application a question asking whether or not the solution / repair has previously been funded by the WVCFIA.
- VI. Meeting adjourned at 12:10 p.m. and a future board meeting date was postponed until a later date. The next Board meeting will be determined based upon the Purchasing Dept. accepting the EOI scores. The Board will meet to discuss the contract negotiation phase of the needs assessment project.

Respectfully submitted,

Brenda S. Ashworth
Executive Assistant WVCFIA
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