

FINANCIAL MANAGEMENT COMMITTEE

June 12, 2013

8:30 am

**APPROVED**

**PRESENT:** Jo Ann Blankenship, Tom Bowers, Jack Perkins, Russell Kyte, Mayor Humphrey and Dr. Kevin Ward.

The meeting was called to order by Jo Ann Blankenship.

Quorum present.

Jo Ann Blankenship stated the agenda needs to be amended to include evaluation of the Finance Director and an education update.

Motion made by Mayor Humphrey second by Jack Perkins, to approve the agenda as amended. Motion carried.

Motion made by Tom Bowers second by Jack Perkins to approve the May 1, 2013 minutes. Motion carried.

### Old Business

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- **Accounting Software RFP Review:** Finance Director Ingrid Deloach stated she received three responses to the recent RFP for software. Mrs. Deloach said she should have information on converting data from the County's current service provider later this week. Business Information Systems has a first year cost of \$86,010 and annual maintenance \$15,560 thereafter. BIS also quoted \$150 per hour for non supported services. Mrs. Deloach said BIS is the software provider for the Register of Deeds Office and the County Clerk's Office. She is not aware of any Finance Department that is using BIS for accounting software. Mrs. Deloach said she would like to see the BIS software to see what exactly BIS can offer. BIS did not quote a time management system.

Mrs. Deloach stated Skyward quoted \$162,918 and annual maintenance \$20,888 afterward. Mayor Humphrey said Skyward had previously stated payment could be made over a few years. Mrs. Deloach said she would have to ask Skyward for a detailed payment schedule. Skyward included employee access in their quote which allows employees to report hours and view their payment history but did not include a true time management system. Mrs. Deloach stated Sevier County Schools has converted from Bridge to Skyward and has already been through an audit under Skyward. Mrs. Deloach noted Skyward is a school system based program. She is confident if Skyward can handle the school system's reporting needs and chart of account issues then they can meet the County's needs.

Tyler Technologies gave a traditional purchase quote of \$261,887 and an annual maintenance fee of \$27,114 going forward. Mrs. Deloach said Tyler Technologies also quoted software as a service in which software would be hosted in a central location. Tyler software as a service has a onetime cost of \$36,922 and an annual fee of \$105,528 which is locked in for seven years. Tyler Technologies did not mention time management in their proposal. Mrs. Deloach said Tyler has contracts with several school systems as well as local governments. Mayor Humphrey stated he feels Tyler is too expensive.

Mayor Humphrey asked if it is possible to have Skyward and Business Information Systems present their software packages within the next thirty days. Mrs. Deloach said all three bidders will make presentations as requested. Mayor Humphrey stated he did not see a need to ask Tyler to make a presentation due to pricing. Mrs. Deloach agreed that the Tyler software is very expensive. She also added she feels it is a very good software package.

Motion was made by Mayor Humphrey with a second from Dr. Ward to not consider Tyler Technologies as a provider for Financial Management Software due to pricing. Motion carried.

Motion was made by Mayor Humphrey with a second from Russell Kyte to ask Business Information Systems and Skyward to present their software to the committee. Motion carried.

- **Rescue Squad Negotiations:** Tom Bowers said the Rescue Squad has agreed to accept \$170,000 annually with a four year contract and provide the same services as they have in the past. Jo Ann Blankenship said there have been questions as to why there is not a County representative on the Rescue Squad's board. Mayor Humphrey stated the County Attorney issued the opinion that when there are adversarial relationships that it is recommended that the County not have a position on the board. With this opinion Mayor Humphrey resigned his position on the Rescue Squad's board. John Lewis asked if there is a written contract between the Rescue Squad and the County. Tom Bowers stated he is not aware of a contract to date. He suggested Mr. Lewis contact the County Attorney to get information about when a draft contract may be completed. John Lewis said he would like to see a contract before voting to approve the agreement with the Rescue Squad.

## New Business

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- **Bonding of Officeholders:** Clerk and Master Melissa Moreland said at a recent conference she learned that individuals are taking personal information from recorded bonds to file erroneous suites and liens. She has been told to make sure there is no personal information on bonds such as a social security number or birthday. Bonds are public records that are filed in the Register of Deeds Office.
- **Evaluation of Finance Director:** Jo Ann Blankenship said she has spoken with the majority of Officeholders about Finance Director Ingrid Deloach's performance. Ms. Blankenship said Mrs. Deloach has received an excellent rating. Jack Perkins and Dr. Ward also stated they are pleased with the work of Mrs. Deloach.
- **Education Update:** Finance Director Ingrid Deloach said she has been to the following trainings since January 1, 2013: Tennessee Government Financial Officers' Spring Institute, Employment Law Basics Workshop, The Department of Education's Spring Fiscal Workshop, E-plan Training held by the State, Webinar on the Affordable Care Act hosted by CTAS, and CTAS Energy 101. Mrs. Deloach also discussed trainings she will attend later this year.
- **Recent Bids:** Finance Director Ingrid Deloach reviewed a list of recent bids.
- **County General Update:** Mayor Humphrey said he does not have permits yet for the emergency watershed protection project. He also said the Highway Department paved the parking lot beside the Courthouse yesterday.

- **County Highway Department Update:** Jack Perkins stated the Highway Department has a lot of work to do and has been mowing every day.
- **County Schools Department Update:** No report.
- **Tom Bowers:** Mr. Bowers said the Budget Committee is still working on the 2013-2014 budget. Tom Bowers stated he would like to readdress Mr. Lewis' question about the Rescue Squad contract. He said there can be no contract until the Commission votes on the agreement.
- **Pat Hicks:** No report.
- **Russell Kyte:** No report.
- **Jo Ann Blankenship:** Ms. Blankenship said the Sheriff's Department held an informational event about methamphetamines at a local fire station. She stated it would a great demonstration for the County Commission.
- **Public Comments:** Roy Livingston said he would like Tom Bowers to 'walk him through' the agreement with the Rescue Squad. Ms. Blankenship said he can talk to Mr. Bowers about the Rescue Squad after the meeting.  
Mayor Humphrey stated he thinks the major question about the negotiations with the Rescue Squad is with regard to the Financial Management Act of 1981. He feels the Finance Director should have been part of the negotiation process. Mayor Humphrey said there should have been input from the Commission and Finance Director. Tom Bowers said there is nothing in the 1981 Act stating the Finance Director has to be involved in negotiations. Mr. Bowers said he feels the Mayor should have been involved in the negotiations.

Motion was made by Jack Perkins with a second from Leon Humphrey to adjourn. Motion carried.

Respectfully submitted,

Christa Byrd

**APPROVED**  
  
 Jo Ann Blankenship, Approved for File