COUNTY AGENDA REQUEST

Department:	Commissioners	Presenter(s):	Chairman Steve Brown
Meeting Date:	Thursday, May 9, 2013	Type of Request:	New Business

Wording for the Agenda:

Approval of Chairman Brown's recommendation to appoint Ms. Letitia "Tish" Naghise, County Administrator Steve Rapson, and Commissioner Randy Ognio to serve on Fayette County's Public Facilities Authority for one-year terms and with said terms beginning immediately.

Background/History/Details:

The Fayette County Public Facilities Authority is comprised of three individuals who serve for one year terms. Two seats on this Board have been vacant since October 31, 2012. Mr. Brian Cardozza resigned his appointment to the Board on May 6, 2013.

Currently, all three positions on the Public Facilities Authority are vacant and need to be filled.

The vacancies for the Public Facilities Authority were advertised and four people submitted applications for consideration.

Chairman Brown is recommending the appointment of Ms. Letitia "Tish" Naghise, County Administrator Steve Rapson, and Commissioner Randy Ognio to serve on the Public Facilities Authority for one year terms, and with said terms beginning immediately.

Copies of applications and resumes are submitted as supporting documentation for these recommendations.

What action are you seeking from the Board of Commissioners?

Approval of Chairman Brown's recommendation to appoint Ms. Letitia "Tish" Naghise, County Administrator Steve Rapson, and Commissioner Randy Ognio to serve on Fayette County's Public Facilities Authority for one-year terms and with said terms beginning immediately.

If this item requires funding, please describe:

Not Applicable.

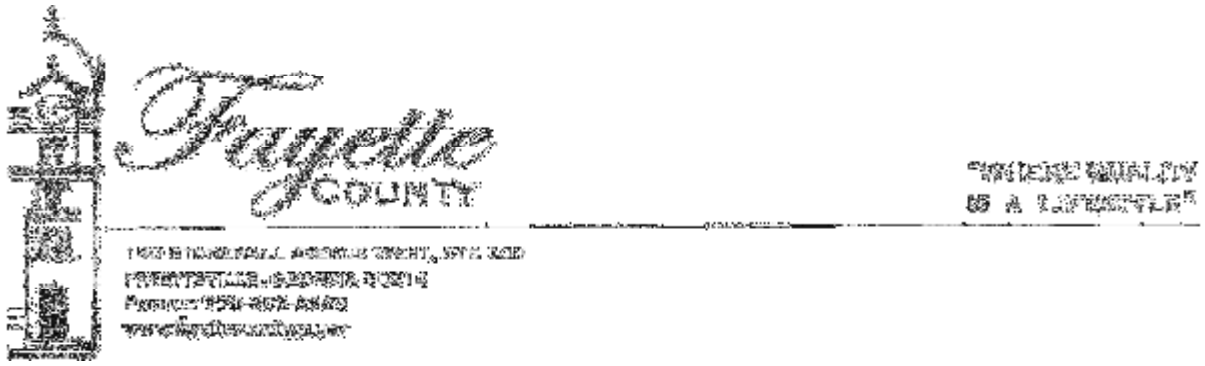
Has this request been considered within the past two years?	No	If so, when?	
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance	Not Applicable	Reviewed by Legal	
Approved by Purchasing	Not Applicable	County Clerk's Approval	Yes
Administrator's Approval			

Staff Notes:

Four applications to serve on the Public Facilities Authority were submitted. Chairman Brown interviewed each applicant before making his recommendations.



From: Chairman Steve Brown

To: Board of Commissioners

Date: May 2, 2013

As you know, I took over the review of applications for the Fayette County Public Facilities Authority.

Because there is a strong need for business acumen and financial experience on this authority, and because we need to keep close tabs on the inner workings of the entity, I asked County Administrator Steve Rapson and Commissioner Randy Ognio to apply.

I am recommending Ms. Letitia “Tish” Naghise, Steve Rapson and Randy Ognio for the three vacancies.

Floyd Jones

From: Tameca P. White
Sent: Wednesday, May 08, 2013 3:46 PM
To: Floyd Jones (fjones@fayettecountyga.gov)
Subject: FW: Public Facilities Authority

Please below…

Tameca P. White, MBA

Executive Assistant
Fayette County Board of Commissioners
140 Stonewall Avenue West
Suite 100
Fayetteville, GA 30214
Office: 770-305-5103
Fax: 770-305-5210

From: Cardoza, Brian [redacted]
Sent: Monday, May 06, 2013 9:50 AM
To: Tameca P. White
Subject: RE: Public Facilities Authority

Tameca:

Effectively today May 6, 2013, I am resigning my position on the Public Facilities Authority. It's my understanding an appointment will be needed to approve this and to replace my position so please forward this to the commission.

Thanks!

Brian Cardoza

From: Tameca P. White
Sent: Friday, May 03, 2013 3:35 PM
To: [redacted]
Subject: Public Facilities Authority

Hello Brian,

Please confirm (by email) that you are stepping down from the Public Facilities Authority and that an appointment will need to be approved to replace your vacancy. Please include the effective date of you stepping down.

Thank you,

Tameca P. White, MBA

Executive Assistant
Fayette County Board of Commissioners
140 Stonewall Avenue West
Suite 100
Fayetteville, GA 30214
Office: 770-305-5103
Fax: 770-305-5210

VP Democratic Party

APPLICATION FOR APPOINTMENT
Fayette County Public Facilities Authority

Thank you for your interest in being considered for appointment to the Public Facilities Authority.

Applicants must be a legal resident of the State of Georgia and have been a resident of Fayette County for at least six months prior to the date an application is submitted.

The Public Facilities Authority is comprised of three members appointed to one-year terms. Meetings are held on an as-needed basis, and generally not more than once a year. Said meetings take place at the Fayette County Administrative Complex, 140 Stonewall Avenue West, Fayetteville, Georgia. Please do not apply if you will be unable to attend a minimum of eighty percent (80%) of all meetings. **Applicants are encouraged to attend as many Public Facilities Authority meetings as possible in an effort to become familiar with the responsibilities of the post.**

Please take a few minutes to complete the form and answer the questions on the reverse side of this form and return it with a resume, if available, to Floyd Jones, County Clerk, 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 no later than 5:00 p.m. on April 5, 2013.

If you have any questions, please call (770) 305-5102.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME Letitia Lenon Naghise (Tish)

ADDRESS [redacted]

TELEPHONE [redacted]

(eve[redacted]

(ema[redacted]

Signature

4-4-13
Date

1. How long have you been a resident of Fayette County?

   11 years

2. Why are you interested in serving on the Public Facilities Authority?
   I am interested in serving my community. I will bring my keen sense of running a small business to the county

3. What qualifications and experience do you possess that should be considered for appointment to the Public Facilities Authority? I am a small business owner in transportation. I am conscious of budgets, analyzing data, managing people, and researching.

4. List your recent employment experiences to include name of company and position.
   T & C Transportation Enterprises, Inc. - schedules, supervises, and directs employees, ensures on-time deliver of products or services, maintain safety records, train employees

5. Do you have any past experience related to this position? If so, please describe.

   No,

6. Are you currently serving on a commission/board/authority or in and elected capacity with any government? No

7. Have you attended any Public Facilities Authority meetings in the past two years and, if so, how many? No

8. Are you willing to attend seminars or continuing education classes at county expense?

   Yes

9. What is your vision of the county's future related to the duties of the Public Facilities Authority? I envision Fayette operating in compliance with the budget constraints. Always researching and analyzing to determine what is best for our public facilities and how to improve.

10. Would there be any possible conflict of interest between your employment or your family and you serving on the Public Facilities Authority? No

11. Are you in any way related to a County Elected Official or County employee? If so, please describe. No

12. Describe your current community involvement.
    I volunteer teaching English to improve their new life in America. I help with Hands on Atlanta renovating homes for the elderly

13. You have been given a copy of the county's Ethics Ordinance. Is there any reason you would not be able to comply with the ordinance? Yes

See attached resume'

Letitia Lenon Naghise (Tish)

Biography – Business Owner of a small trucking business with husband and sons since 2006. T & C Transportation Enterprises, Inc. We employ a diverse group of 5 people.

- Native Georgian from Atlanta.
- Educated in public school from DeKalb County
- Resident of Fayette County District 5 North Fayette County (2002 – present)
- College Degree from Clayton State University
- Enrolled in Emory University's Paralegal Program (graduate 08/2013)
- Married to Charles Naghise since 1989
- 2 sons Brian & Osa (Osa graduate of Fayette County school system)
- Osa AA Gordon College 06/2013
- Transfer offers from Morehouse, Georgia State, Kennesaw State

Affiliations

- Georgia Association of Certified Fraud Examiners (GACFE)
- Association of Certified Fraud Examiners (ACFE)

Letitia "Tish" Naghise

[redacted]

t

Objective

Every aspect of my career has been working in the benefits, legal and payroll capacity for small companies. Currently, I am the Co-Owner Transportation Company with five drivers.

Work Experience

Office Manager T&C Transportation Enterprise, Inc. 04/2004 – Present Co-Owner

- Effectively schedules, supervises, and directs Transportation personnel, ensuring excellent customer service and optimal performance.
- Ensures on-time delivery of products or services.
- Executes established goals and ensures that Transportation policies support and complement Company strategies, mission, vision, and values.
- Maintain safety records for all drivers Ensures that personnel understand and implement safety and regulatory policies and procedures.
- Follows-up on employee training (e.g., customer service, equipment, and safety training) to ensure effective implementation.
- Cross -trains employees.
- Conducts performance appraisals as required.
- Process bi-weekly payroll.
- Send out payment invoices.
- Schedule loads for drivers.
- Coordinates annual training for personnel

Human Resources Specialist 9/2003 – 4/2008

Southside Medical Center, Inc., Atlanta, Georgia 30315

- Renew Property & Casualty, Workers' Comp, Professional Liability, FTCA and TORT.
- Point of contact for all insurance claims
- Maintain files of current applicants.
- Screens applicants for qualifications.
- Assist with handling patient complaints.
- Benefits Technician, Benefits reconcile, Annual Elections
- Administrative duties
- New Hire orientation and Termination Exit interviews
- Keeper of Personnel records.
- Prepares EEOC Reports.
- Investigate all claims of property & casualty, Worker's Comp, professional liability.
- Investigate employee misconducts.
- Request background checks.

Benefits Administrator 9/2001 - 4/2002

Sears, Tucker, GA 30084

- Ran SQR reports to capture benefit errors.
- Processed the Crystal reports from PeopleSoft.
- Paid the HMO, Dental and Legal billing.
- Reconciled the billings for discrepancy.
- Corrected Annual Election errors.
- Advised the Inquiry group on how to correct errors.
- Ran the People Soft Benefit Administration process.

Business Transfer Specialist

10/1997 - 9/2001 Sears, Tucker, GA 30084

- Ensured all benefits from the Sears Corp. transfer over correctly
- Ensured the payroll was correct.
- Converted new Sears' companies on the PeopleSoft program.
- Contacted Business' if there is a problem and resolve it.
- Trained associates on procedures for transfers using People Soft.
- Wrote the process procedure for transfers on the People Soft program.
- Researched problems and solved them.

Compensation Specialist 9/1992 - 10/1997

Sear, Tucker GA 30084,

- Worked up Compensation rates for Sears associates in new assignments.
- Processed the moves for the Businesses.
- Implemented training for new Compensation Representatives.
- Ensured that the Sears businesses use and understand the Policy and Procedures.
- Researched all problems and solved them.

Education

08/09 – 07/10 Clayton State University

Liberal Arts

Minor Political Science

Emory Paralegal Program 08/2013

06/03 – 05/06 - Atlanta Metropolitan College, Atlanta, GA

- Associate Degree
- English Major/Minor Business
- SHRM member
- Completed Human Resources Certificate – Clayton State University 12/07

09/04/06 – 10/31/06 – Frontline Business School

- Classification of goods
- Valuation of goods
- Rules and Regulations of U.S. Custom

Skills

Business Writing Crystal Reporting Excel FrontPage People soft
PowerPoint Technical Writing Web Publishing Grant writing

reschedule to 5pm 4/30/12
9:00 am
No call
No show
4-25-13

APPLICATION FOR APPOINTMENT
Fayette County Public Facilities Authority

Thank you for your interest in being considered for appointment to the P
Authority.

Applicants must be a legal resident of the State of Georgia and have been a resident of Fayette County for at least six months prior to the date an application is submitted.

The Public Facilities Authority is comprised of three members appointed to one-year terms. Meetings are held on an as-needed basis, and generally not more than once a year. Said meetings take place at the Fayette County Administrative Complex, 140 Stonewall Avenue West, Fayetteville, Georgia. Please do not apply if you will be unable to attend a minimum of eighty percent (80%) of all meetings. **Applicants are encouraged to attend as many Public Facilities Authority meetings as possible in an effort to become familiar with the responsibilities of the post.**

Please take a few minutes to complete the form and answer the questions on the reverse side of this form and return it with a resume, if available, to Floyd Jones, County Clerk, 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 no later than 5:00 p.m. on December 21, 2012.

If you have any questions, please call (770) 305-5102.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME Ryan Jeffrey Grant Ryan Jeffrey Grant

[redacted]

1. How long have you been a resident of Fayette County?
Since Birth 1978

2. Why are you interested in serving on the Public Facilities Authority?
I feel I can Bring a difference to the ~~Cit~~ Citizens of Fayette

3. What qualifications and experience do you possess that should be considered for appointment to the Public Facilities Authority?
I have great people Skills and was Manager for Production for 2 1/2 years

4. List your recent employment experiences to include name of company and position.
on Resume Current Job 973 West Hwy 54
H2415 Flash Foods Fayetteville Ga 30210.
770/461/3378

5. Do you have any past experience related to this position? If so, please describe.
No

6. Are you currently serving on a commission/board/authority or in and elected capacity with any government? No

7. Have you attended any Public Facilities Authority meetings in the past two years and, if so, how many? No

8. Are you willing to attend seminars or continuing education classes at county expense?
yes

9. What is your vision of the county's future related to the duties of the Public Facilities Authority? To See Fayette~~ville~~ County Grow

10. Would there be any possible conflict of interest between your employment or your family and you serving on the Public Facilities Authority?
No

11. Are you in any way related to a County Elected Official or County employee? If so, please describe. No

12. Describe your current community involvement.
I talk to young children about Diabetes. Been diabetic since 9yrs old.

13. You have been given a copy of the county's Ethics Ordinance. Is there any reason you would not be able to comply with the ordinance?
NO

Ryan J. Grant
[redacted]

Objective

To be a great asset to your company. To learn all I can learn.

Employment

Office Associate Years Employed (1998-2001)

Cub-Foods Fayette, Ga

- Produce
- Stocker
- Cashier

Grant Sheet Metal Griffin, Ga

- office Clerk

Automotive Years Employed (2007-2009)

Wal-Mart Peachtree City, Ga

- Deli
- Fabrics and Crafts
- Toys

Grocery Manager Years Employed
(2009-2012)
Food-Lion Newan, Ga

- Learned meat dept
- Bagger
- Cashier
- Office Associate
- Assistant custumer Service Manager
- Grocery Manager

Education

Computer Programming, Micro Computer Specialist (1998-2004)
Griffin Technical College *Griffin, Ga*

Goal Winner Georgia Occupational Award of Leadership

2 Degrees Earned Years Attended (1998-2004)
Griffin Technical College *Griffin, Ga*

Skills

- **Computers**
- **Work Force Management**
- **Word Perfet**
- **Excel**
- **Power Point**
- **Hand Held Computer**
- **Manager Experience**
- **Great Customer Service Skills**

(Public Fac. Com

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NAME Steven Rapson

ADDRESS [redacted]

TELEPHONE (day) [redacted]

(evening) [redacted]

(email address) SRapsone Fayettecountyga.gov

Signature

3/8/13
Date

1. How long have you been a resident of Fayette County?

   + 23 years

2. Why are you interested in serving on the Public Facilities Authority?

   Financial expertise

3. What qualifications and experience do you possess that should be considered for appointment to the Public Facilities Authority?

   CFO, Govt Work, City MGR

4. List your recent employment experiences to include name of company and position.

   See Resume

5. Do you have any past experience related to this position? If so, please describe.

   Resume

6. Are you currently serving on a commission/board/authority or in and elected capacity with any government?

   No

7. Have you attended any Public Facilities Authority meetings in the past two years and, if so, how many?

   No

8. Are you willing to attend seminars or continuing education classes at county expense?

   Sure

9. What is your vision of the county's future related to the duties of the Public Facilities Authority?

   Manage growth / Debt

10. Would there be any possible conflict of interest between your employment or your family and you serving on the Public Facilities Authority?

    No

11. Are you in any way related to a County Elected Official or County employee? If so, please describe.

    No

12. Describe your current community involvement.

    Special olympics, church, Newnan Theatre

13. You have been given a copy of the county's Ethics Ordinance. Is there any reason you would not be able to comply with the ordinance?

    Yes - No

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Please take a few minutes to complete the form and answer the questions on the reverse side of this form and return it with a resume, if available, to Floyd Jones, County Clerk, 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 no later than 5:00 p.m. on April 5, 2013.

If you have any questions, please call (770) 305-5102.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME Randy C Ognio

ADDRESS [redacted]

TELEPHONE(day) [redacted]

(evening) [redacted]

(email address) [redacted]

Signature

3/15/2013
Date

1. How long have you been a resident of Fayette County? 20 years

2. Why are you interested in serving on the Public Facilities Authority? To help the communications between the Public Facilities Authorities and the board of commissioners.

3. What qualifications and experience do you possess that should be considered for appointment to the Public Facilities Authority? I have a back ground in construction and am familiar with cost associated with Facilities. I also have been in charge of finances for two companies.

4. List your recent employment experiences to include name of company and position. B & O Electric Company Inc. President, A. G. Construction Treasurer

5. Do you have any past experience related to this position? If so, please describe. I control the finances for two companies

6. Are you currently serving on a commission/board/authority or in and elected capacity with any government? Commission

7. Have you attended any Public Facilities Authority meetings in the past two years and, if so, how many? no

8. Are you willing to attend seminars or continuing education classes at county expense? yes

9. What is your vision of the county's future related to the duties of the Public Facilities Authority? Pay down debt

10. Would there be any possible conflict of interest between your employment or your family and you serving on the Public Facilities Authority? no

11. Are you in any way related to a County Elected Official or County employee? If so, please describe. Yes, me

12. Describe your current community involvement. County Commissioner

13. You have been given a copy of the county's Ethics Ordinance. Is there any reason you would not be able to comply with the ordinance? no