

**Minutes of Board Meeting**  
**May 11, 2016**  
**10:00 a.m.**

**Present**

David Connell  
Hubert Parker  
Jeff Wigington  
Rachel Little  
Jeff Markey  
Linda Coker (via teleconference)

**Not Present**

Anthony Heath  
Dawn Cartee  
Todd Cowan

Also attending the meeting from the State Attorney General's Office was Amy Radley, from the Thompson Victory Group was Graham Thompson, and from Contact Solutions was Craiger Mento, a representative from Office of Budget and Planning, and DDS staff.

**Establish Quorum/Call to Order**

Chairman David Connell confirmed the presence of a quorum and called the meeting to order at 10:02 a.m.

**Approval of Minutes**

Chairman Connell called for a motion regarding the minutes from the April 13, 2016 Board meeting. A motion was made by Rachel Little to approve the regular meeting minutes as presented; Jeff Markey seconded the motion with unanimous approval by the remaining Board members. The Chairman also made a motion to approve the minutes for the called meeting on February 29, 2016. A motion was made by Rachel Little to approve the called meeting minutes as presented; Hubert Parker seconded the motion with unanimous approval by the remaining Board members.

Commissioner Brantley began by briefing the Board members on Public Employee Recognition Week (PERW). A PowerPoint presentation was presented with all the activities the employees were engaged in throughout the week. Commissioner Brantley thanked Chairman Connell, Board member Jeff Markey, and the Justice Federal Credit Union, specifically Laura Bohlander for their donations to the agency for Public Employee Recognition Week. He also thanked Cynthia Sneed, Director of Field Operations; Shea Carter, Executive Assistant to the Deputy Commissioner; and Cynthia Stewart, Confidential Executive Assistant to the Commissioner, for all of their hard work in making PERW a huge success.

Commissioner Brantley gave an update on the Dallas facility. The Dallas CSC is expected to open on June 21, 2016.

The Commissioner briefed the Board on the agency legislation. All of the agency legislation have been signed by the Governor.

Commissioner Brantley briefed the Board on the field's performance. For the month of April we had 367,927 transactions. Our average statewide wait-time was 9 minutes and 38 seconds. We again met our goal of serving 95% of our customers in 30 minutes or less.

### **Rules for Initial Approval**

Angelique McClendon, General Counsel, reviewed the following rules:

- 375-5-1-.02** Definitions
- 375-5-1-.03** Department of Motor Vehicle Safety Employees and Other Members and/or Employees of the Criminal Justice System
- 375-5-1-.15** Contents of Contracts. Amended

Jeff Markey motioned to approve the initial rules for adoption; Jeff Wigington seconded the motion with unanimous approval by the remaining Board members.

### **Citizen Waivers**

Edward Carter – He is seeking an ID card. He is 26 years old. He is missing a certified copy of his birth certificate. He has a copy of his birth certificate, a certified copy of his adoption papers, a copy of his immunization record, a Social Security statement, and a facility statement, a copy of his state refund request, a facility badge, and his Social Security card. Ms. Angelique McClendon stated that the department supports the approval of the waiver.

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

George Drummond - He is seeking a driver's license. He is 59 years old. He has a copy of his birth certificate which shows his last name as Drummer, a copy of his school records, copies of various government documents, a copy of his Social Security card, a voter registration card, and a copy of his Georgia driver's license which shows his last name as Drummond. Ms. Angelique McClendon stated that the department supports the approval of the waiver.

After much discussion among the Board members, Jeff Wigington motioned to deny the approval of the waiver; Jeff Markey seconded the motion with unanimous approval by the remaining Board members. Board members expressed concern about the appearance of the document being altered to show the desired name of Drummond.

Willie Holder – He is seeking an ID card. He is 75 years old. He is missing a copy of his birth certificate. He has a copy of his child's birth certificate, a Social Security Statement, a copy of his insurance statement, proof of residency, a Numident letter, and a Social Security card. Ms. Angelique McClendon stated that the department supports the approval of the waiver.

Rachel Little motioned to approve the waiver; Jeff Marked seconded the motion with unanimous approval by the remaining Board members.

Paulette Jackson – She is seeking a driver's license in the name of Paulette S. Jackson. She is 70 years old. Her birth certificate shows Martha Paulette Jackson. Because of her age, she cannot amend her birth certificate. She has a copy of her birth certificate, a copy of her school records, a copy of her

father's school record, a probate court document, a copy of her tax return, a Medicare card, a Georgia driver's license, and copies of her utility bills. Ms. Angelique McClendon stated that the department does not have a recommendation for this waiver request.

Rachel Little motioned to approve the waiver in the name of M. Paulette Jackson; Lynda Coker seconded the motion with unanimous approval by the remaining Board members.

Linda Johnson – She is seeking an ID card. She is 64 years old. She is missing a copy of her birth certificate. She has a copy of her school records, a copy of her child's birth certificate, a divorce decree, a copy of her tax return, copies of her medical records, and a copy of her Social Security card. Ms. Angelique McClendon stated that the department supports the approval of the waiver.

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

Rose Phillips – She is seeking a driver's license. She is 59 years old. She is missing a childhood name change document. She has a copy of her birth certificate, a copy of her marriage certificate, a divorce decree, an affidavit from her brother and her mother, a Social Security statement, and a copy of her Social Security card. Ms. Angelique McClendon stated that the department supports the approval of the waiver in the name of Rose Marie Phillips.

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

David Robertson – He is seeking a driver's license. He is 41 years old. He is missing a Certificate of Naturalization. He has a copy of his birth certificate, a letter from the US Department of Justice, a SAVE verification document which shows him as a US citizen, and a Social Security document. Ms. Angelique McClendon stated that the department supports the approval of the waiver.

Rachel Little motioned to approve the waiver; Jeff Markey seconded the motion with unanimous approval by the remaining Board members.

Mitchell Ward – He is seeking an ID card. He is 72 years old. He is missing a copy of his birth certificate. He has a Birth not found letter, a copy of his school records, a copy of his immunization record, a Georgia ID card, a copy of his medical record, a copy of his residency document, and a Social Security card. Ms. Angelique McClendon stated that the department supports the approval of the waiver.

Hubert Parker motioned to approve the waiver; Rachel Little seconded the motion with unanimous approval by the remaining Board members.

### **New or Old Business**

The next Board meeting will be held on June 8, 2016.

The board voted to close the meeting and enter into executive session to discuss pending litigation. The affidavit supporting closing of the public meeting is attached.

Chairman Connell adjourned the Executive session meeting and went back into the public meeting for adjournment.

### **Adjournment**

There was no further business to discuss; Chairman David Connell called for a motion to adjourn. A motion was made and seconded with unanimous approval by the Board.

Respectfully Submitted,

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Jeff Wigington

STATE OF GEORGIA

COUNTY OF ROCKDALE

**AFFIDAVIT SUPPORTING CLOSING  
OF PUBLIC MEETING**

The Georgia Open Meetings Act, O.C.G.A. § 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specific exceptions relied upon. O.C.G.A. § 50-14-2. A copy of this affidavit must be filed with the minutes of the meeting in question.

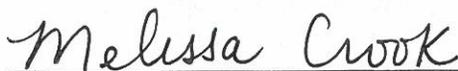
**Comes now David Connell, the presiding officer identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.**

1. I am the chairman and presiding officer of the Georgia Department of Driver Services Board of Directors.
2. I am over the age of 18 and in all other aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On May 11, 2016, this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of the members present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act and that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.
4. The legal authority for the closure of this meeting was O.C.G.A. § 50-14-2.
5. The subject(s) discussed and the underlying facts supporting the closing of the meeting: The meeting was closed to discuss pending litigation.

FURTHER THE AFFIANT SAYETH NOT.

  
PRESIDING OFFICER

Sworn and subscribed before me this 23<sup>rd</sup> day of May, 20 16.

  
Notary Public

