

Sunset Public Hearing Questions for
TENNESSEE RESIDENCE COMMISSION
Created by Section 4-23-202, *Tennessee Code Annotated*
(Sunset termination June 2017)

- 1. Provide a brief introduction to the Tennessee Residence Commission, including information about its purpose, statutory duties, staff, and administrative attachment.**

The Tennessee Residence Commission, composed of six voting, ex officio members and four private citizens is responsible for formulating and developing a plenary master plan and program for the adaptive restoration and preservation of the Tennessee Residence, including the building and contiguous grounds, establish policies governing any improvements, alterations, repairs, replacements, or reconstruction, including furniture and fixtures, establish rules and policies governing the acquisition of interior furnishings and finishes, establish rules and policies to ensure that the private quarters are maintained appropriately, govern maintenance, and govern the use of the Tennessee Residence for any nongovernmental activities.

- 2. Provide a list of current members of the commission and describe how membership complies with Section 4-23-202(a), *Tennessee Code Annotated*. Who appoints members? Are there any vacancies on the commission? If so, what steps have been taken to fill the vacancies?**

<u>Seat</u>	<u>Name</u>	<u>Appointed By</u>
Governor	Bill Haslam	Ex-officio
First Spouse	Crissy Haslam	Ex-officio
Commissioner – General Services	Bob Oglesby	Ex-officio
State Architect (Chair)	Peter Heimbach	Ex-officio
Chair – TN Historical Commission	Reavis Mitchell	Ex-officio
Executive Director – TN State Museum	Lois Riggins-Ezzell	Ex-officio
Private citizen (age requirement)	Patricia Junkin	Governor Haslam
Private citizen (Oak Hill resident)	Nina Lindley	Governor Haslam
Private citizen	Thomas Smith	Governor Haslam
Private citizen*	(vacant)	Governor Haslam

*There is one vacancy awaiting appointment.

- 3. Does the commission’s membership include public/citizen members? Female members? Members of a racial minority? Members who are 60 years of age or older?**

Yes, to all questions.

- 4. How many times did the commission meet in fiscal year 2015 and to date in fiscal year 2016?**

The Commission met once on April 27, 2016.

- 5. What per diem or travel reimbursement do members receive? How much was paid to commission members in fiscal year 2015 and to date in fiscal year 2016?**

None.

- 6. Section 4-23-202(d)(1), *Tennessee Code Annotated*, requires the commission to “adopt and implement a policy related to conflicts of interest, to ensure that all members avoid any situation**

that creates an actual or perceived conflict of interest related to the work of the commission.” Section 4-23-202(d)(2) also requires the commission to “adopt and implement a policy of ethical considerations to ensure all members operate in a manner that is free from actual or perceived inappropriate actions.” Please describe what policies and procedures have been implemented to carry out the intent of these two sections of the code.

Each member of the commission shall sign and date a “Standards of Conduct and Conflict of Interest” statement within six months of their appointments. Additionally, each Commission member shall be required to read and accept by signature the Standards of Conduct each year.

7. What were the commission’s revenues (by source) and expenditures (by object) for fiscal year 2015 and to date in fiscal year 2016? Does the commission carry a fund balance and, if so, what is the total of that fund balance?

None.

8. Can the commission promulgate rules? If no, is rulemaking authority needed? If rules have been promulgated, please cite the reference?

No.

9. Is the commission subject to Sunshine law requirements (Section 8-44-101 et seq., *Tennessee Code Annotated*) for public notice of meetings, prompt and full recording of minutes, and public access to minutes? If so, what procedures does the commission have for informing the public of its meetings and making its minutes available to the public?

The Commission is subject to Sunshine Law Requirements. Public notices of these meetings are posted online on both the State’s Public Calendar as well on the Office of the State Architect’s website. Minutes of these meetings are posted on the website of the Office of the State Architect as well as physically kept on file in the office and open for public review.

10. What have been the commission’s major accomplishments for the past two years? Specifically, what actions has the commission taken to carry out each of the powers and duties listed in Section 4-23-203(a), *Tennessee Code Annotated*?

With the approval of the Master Plan in 2011, work to implement it has been ongoing. Work completed includes adaptive restoration and creation of several areas of landscaping throughout the property, implementation of rain water management features, removal of dilapidated buildings and construction of a new greenhouse. Planned work includes renovation to the Carriage House building and ongoing maintenance and preservation of the property.

11. Did the commission issue a written progress report on the formulation and development of the master plan and program as required by Section 4-23-203(b), *Tennessee Code Annotated*? If so please attach copies of such reports issued since 2015. Also, please attach copies of any other reports issued by the commission regarding plans and programs.

Copies of the 2014 and 2015 Annual Reports to the State Building Commission are attached.

12. Section 4-23-204(a), *Tennessee Code Annotated*, directs the Department of General Services, the state museum, the Tennessee Historical Society and the Office of the State Architect to provide appropriate staff assistance to the commission. What staffing has been provided by each of these entities under this provision?

Members from these entities sit on this commission. The Commission utilizes services of Georgia Martin, Office of the State Architect, to record meeting minutes; Alan Robertson, Office of the State Architect, to provide architectural, technical and staff support; and museum curator Jim Hoobler, to provide art and artifact support.

13. Section 4-23-204(b), *Tennessee Code Annotated*, enables the commission to contract for “the services of experts and specialists in the area of adaptive restoration and preservation of historic buildings.” Has the commission entered into such contracts? If so, please provide a description of the services contracted for and the nature of the contract. What have the total expenditures been to date for adaptive restoration and preservation of historic buildings?

The Commission has entered into no such contracts. However, the Commission utilized the services of a Department of General Services consultant in formulating a renovation plan for the Carriage House.

14. Does the Tennessee Executive Residence Preservation Foundation continue to operate? If so, how, if at all, does the commission interact with the foundation?

Yes. The First Lady is a member of both the Tennessee Executive Residence Preservation Foundation as well as for the Tennessee Residence Commission. Both the commission and the foundation are aware of the need to coordinate on certain issues.

15. Describe any items related to the commission or its activities that require legislative attention and your proposed legislative changes.

None.

16. Should the commission be continued? To what extent and in what ways would the absence of the commission endanger the public health, safety or welfare?

The Tennessee Residence, and its contiguous grounds are historically significant. The residence itself, along with the Carriage House, are circa 1930 structures designed by Russell Hart, who also designed the Parthenon, here in Nashville, as well as the Hermitage Hotel. The Tennessee Residence is capable of being on the Historic Register. Our state has invested in this property through funds to support a major restoration and renovation to not only support the architecture itself, but to preserve the past history that has occurred through previous administrations.

This commission is much needed to assure the historical integrity is maintained, the appropriate use and maintenance of the facilities occurs, and to provide for continued master plan development and implementation.

17. Has the commission developed and implemented quantitative performance measures for ensuring it is meeting its goals? (Please answer either yes or no). If the commission has developed and implemented quantitative performance measures, answer questions 18 through 25. If the commission has not developed quantitative performance measures, proceed directly to question 26.

No.

18. What are your key performance measures for ensuring the commission is meeting its goals? Describe so that someone unfamiliar with the program can understand what you are trying to measure and why it is important to the operation of your program.

n/a

19. What aspect[s] of the program are you measuring?

n/a

20. Who collects relevant data and how is this data collected (e.g., what types information systems and/or software programs are used) and how often is the data collected? List the specific resources (e.g., report, other document, database, customer survey) of the raw data used for the performance measure.

n/a

21. How is the actual performance measure calculated? If a specific mathematical formula is used, provide it. If possible, provide the calculations and supporting documentation detailing your process for arriving at the actual performance measure.

n/a

22. Is the reported performance measure result a real number or an estimate? If an estimate, explain why it is necessary to use an estimate. If an estimate, is the performance measure result recalculated, revised, and formally reported once the data for an actual calculation is available?

n/a

23. Who reviews the performance measures and associated data/calculations? Describe any process to verify that the measure and calculations are appropriate and accurate.

n/a

24. Are there written procedures related to collecting the data or calculating and reviewing/verifying the performance measure? Provide copies of any procedures.

n/a

25. Describe any concerns about the commission's performance measures and any changes or improvements you think need to be made in the process.

n/a

26. Please list all commission programs or activities that receive federal financial assistance and, therefore are required to comply with Title VI of the Civil Rights Act of 1964. Include the amount of federal funding received by program/activity.

None.

If the commission does receive federal assistance, please answer questions 25 through 32. If the commission does not receive federal assistance, proceed directly to question 31.

n/a

27. Does your commission prepare a Title VI plan? If yes, please provide a copy of the most recent plan.

n/a

28. Does your commission have a Title VI coordinator? If yes, please provide the Title VI coordinator's name and phone number and a brief description of his/her duties. If not, provide the name and phone number of the person responsible for dealing with Title VI issues.

n/a

29. To which state or federal agency (if any) does your commission report concerning Title VI? Please describe the information your commission submits to the state or federal government and/or provide a copy of the most recent report submitted.

n/a

30. Describe your commission's actions to ensure that commission staff and clients/program participants understand the requirements of Title VI.

n/a

31. Describe your commission's actions to ensure it is meeting Title VI requirements. Specifically, describe any commission monitoring or tracking activities related to Title VI, and how frequently these activities occur.

n/a

32. Please describe the commission's procedures for handling Title VI complaints. Has your commission received any Title VI-related complaints during the past two years? If yes, please describe each complaint, how each complaint was investigated, and how each complaint was resolved (or, if not yet resolved, the complaint's current status).

No complaints have been received.

33. Please provide a breakdown of current commission staff by title, ethnicity, and gender.

The Department of General Services, the State Museum, the Tennessee Historical Society, and the Office of the State Architect shall provide appropriate staff assistance to the Commission.

34. Please list all commission contracts, detailing each contractor, the services provided, the amount of the contract, and the ethnicity of the contractor/business owner.

There are none.

2014 Annual Report

Tennessee Residence Commission

Background and History

The Tennessee Residence Commission was established by law on June 8, 2010, and consists of six ex-officio members and four private citizens. In that same year, the Commission approved both a plenary master plan for adaptive restoration and preservation of the Tennessee Residence, and the Policies for the Tennessee Residence. These policies govern any maintenance, repairs, improvements, or alterations to the residence, appurtenant buildings(including Conservation Hall), and grounds, including furniture, fixtures, artwork, and finishes. Rules, within the Policy, were approved to govern the use of the Tennessee Residence for any nongovernmental activities.

The Commission has met formally four times since its inception in 2010.

Calendar Year 2014

The Commission did not convene during 2014. Construction for the landscape master plan's Phase 3, that was approved in a prior year, commenced construction this year.

Anticipated Activities for Calendar Year 2015

It is anticipated that Phase 3 of the Commission-approved landscape master plan will complete construction, along with the purchase and installation of the remainder of the plant material. Possible consideration would be given to planning for improvements to the existing Carriage House.

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For list of members and meeting minutes, go to: <http://www.tn.gov/finance/OSA/trcInfo.shtml>

2015 Annual Report

Tennessee Residence Commission

Background and History

The Tennessee Residence Commission was established by law on June 8, 2010, and consists of six ex-officio members and four private citizens. In that same year, the Commission approved both a plenary master plan for adaptive restoration and preservation of the Tennessee Residence, and the Policies for the Tennessee Residence. These policies govern any maintenance, repairs, improvements, or alterations to the residence, appurtenant buildings(including Conservation Hall), and grounds, including furniture, fixtures, artwork, and finishes. Rules, within the Policy, were approved to govern the use of the Tennessee Residence for any nongovernmental activities.

The Commission has met formally four times since its inception in 2010.

Calendar Year 2015

The Commission did not convene during 2015. Construction for the landscape master plan's Phase 3, which was approved in a prior year, has been completed.

Anticipated Activities for Calendar Year 2016

Budgeting for the renovation of the Carriage House on the property has been accomplished and submitted for consideration.

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For list of members and meeting minutes, go to: <http://www.tn.gov/finance/article/fa-osa-trc>